

**Grove City Regular Council Meeting**

**March 11, 2014 @ 7:01pm**

**All Members Present**

**CONSENT AGENDA:** Councilmember Miller made a motion to approve the consent agenda. The motion was seconded by Councilmember Cram. Motion carried.

**VISITORS:** Officer Thoma introduced the new officer, Ryan Schutte, who will be assigned to Grove City on a regular basis.

**OLD BUSINESS:**

**A. Interviews for the Public Works Superintendent and Part-time Lineman Positions:**

Councilmember Peterka explained that they had interview all of the candidates that had applied for the positions and none of these candidates currently have any water licenses and there was only one person who applied for the part-time Electrical Journeyman's license but lived far away. The Personnel Committee decided to re-advertise for the Public Works Superintendent position for two weeks in the Litchfield paper and for a few days in the Willmar paper without the electrical lineman requirement. Peterka went on to say that the whole council should interview any possible new candidates and a couple of the previous interviewed candidates so everyone will get a chance to hear them and ask questions. A date was set by the council to interview on April 2<sup>nd</sup> at 6:30pm.

**B. Employee Policy Manual:** Councilmember Cram made a motion to remove the words "City Clerk" and replace with "Mayor and Council" in various sections of the policy. The motion was seconded by Councilmember Nelson. Motion carried. Councilmember Miller made a motion to change the vacation time to one week of vacation for the first year, two weeks of vacation for years two through ten, three weeks for years eleven through nineteen and four weeks of vacation after twenty years of service. The vacation time is to be given to the employees in increments with every pay period during the year not after the year of service. The motion was seconded by Councilmember Peterka. Motion carried. Councilmember made a motion to adopt the Personnel Policy with the changes just approved. The motion was seconded by Councilmember Miller. Motion carried.

**C. Selling the Laundry Mat:** Councilmember Miller made a motion to sell the Laundry Mat for \$15,000. The motion was seconded by Councilmember Peterka. Motion carried.

**D. Locksmith:** The Clerk presented the Councilmembers with a bid from Torkelson's to changes locks and re-key the Fire Hall and the Community Center for \$1540.22. A re-bid from Locksmith, Inc. was supposed to be received but never came in. Councilmember Nelson made a motion to rescind the previous motion of hiring Locksmith, Inc. to replace the door handles, locks and keys of several City buildings. The motion was seconded by Councilmember Peterka. Motion carried. A motion was made by Councilmember Miller to accept the bid from Torkelson's. The motion was seconded by Councilmember Peterka. Motion carried.

**E. Pet License:** The Clerk explained and presented an example of how the ordinance could be changed to a lifetime pet license by adding a sentence to paragraph B of the pet ordinance. She stated that the draft would need to be sent in to American Legal to change the ordinance, the published and new tags ordered before it could be enforced. The council decided to keep the license fee of \$5.00. Councilmember Peterka wants letters sent out to pet owners who don't get

**UNAPPROVED**

their pet licensed and if they still refuse to get their pet licensed, then; they should be fined. Councilmember Miller made a motion to change the ordinance to a lifetime license for all dogs and cats and that the fee should be \$5.00 with a penalty of \$50.00 should owner's refuse to license their pets. The motion was seconded by Councilmember Peterka. Motion carried.

## **NEW BUSINESS**

- A. **Electrical Power Line Study by PSE:** A study was done by PSE regarding the line between County Road 11 and Highway 12, the line that had been replaced several years ago, to see whether or not the City of Grove City could have been back-fed electricity after the storm in 2012 and in the future. Doug from PSE met with Tim Mergen and Tim Gilbertson from Meeker County Coop. They drove the line to gather information on conductor size and condition of the 7.5 mile Grove City line. The report showed that everything was good. It was determined that when the City was at peak or about 1500 kW at .09 power factor, the voltage on the east side of the City was at 117 volts on a 120 volt base, which, in emergency situations, will generally suffice. Doug also visited with Steve Moses from Heartland who said that Heartland does not have an issue with Meeker providing the City with emergency power.

Doug told the council they also investigated getting an emergency feed established from a three-phase tie west of the City with Xcel Energy. This line has a very small conductor and would take significant investment to be able to provide backup for the City. PSE recommends that the City of Grove City explore the option of having Meeker provide emergency power to it if there is an event that renders its normal feed inoperable.

Councilmember Miller asked Doug from PSE point blank, so with how our situation, AS IT IS NOW, we could be back-fed with electricity from Meeker County Coop if need be? And Doug replied that yes we could.

Councilmember Nelson made a motion to start work on the agreement letter with Meeker County Coop to provide electrical service should the City of Grove City need to be back-fed with electrical service in the future. The motion was seconded by Councilmember Cram. Motion carried.

- B. **Resolution 2014-03 to start Legislative Process:** A motion was made by Councilmember Nelson to start to request assistance from our State Senators and State Representatives by asking them to introduce and support legislation requesting state bonding funds during this legislative session. The motion was seconded by Councilmember Peterka. Motion carried.
- C. **Permission to have Alcohol at South Grove during the Augustfest Bean Bag Tournament:** Councilmember Miller made a motion to have alcohol on the premises of South Grove during the Bean Bag Tournament Fundraiser if the Augustfest Committee can't find a business to provide the alcohol. The motion was seconded by Councilmember Peterka. Motion carried. Cram opposed.
- D. **Permit for Roadhouse Bar to serve alcohol at South Grove during the Bean Bag Tournament:** A motion was made by Councilmember Miller to allow the Roadhouse Bar or IDK from Atwater to serve alcohol at South Grove during the Bean Bag Tournament on March 29<sup>th</sup>. The motion was seconded by Councilmember Peterka. Motion carried. Cram opposed.

## **UNAPPROVED**

- E. **Credits for water and sewer:** Through discussion it was agreed to follow the notice that was sent out and only give credits for water and sewer amounts over the normal monthly usage to those customers that called into the Clerk's Office informing the office workers that they were going to be running water.
- F. **Mayoral Proclamation – National Donate Life Month.** Mayor Drange read a proclamation that was sent to her naming April National Donate Life Month.
- G. **South Grove Update:** Councilmember Peterka stated that the EDA Board had not met this month. The City Clerk informed the council that a new tenant had moved into the vacant apartment and another tenant was moving out at the end of the month. She informed the council that the tenant moving out had been in that apartment for 14-15 years and the carpet would possibly need to be replaced and she has a painter lined up to paint the apartment. Councilmember Cram made a motion to have the apartment professionally cleaned. The motion was seconded by Councilmember Nelson. Motion carried. Peterka opposed.

**RESCUE:** Chief Munoz reported that Tom Fordyce was getting a pager so he could start going out on calls. Due to the fact the rescue squad is down to four people, the fire department is going to be helping out with mutual aid when the rescue department gets calls. They had one vehicle and one medical during the month of February. Councilmember Nelson brought up the possibility of combining the departments. Councilmember Miller mentioned that he had looked into various issues within both departments and policies from other towns requiring members to respond to so many calls or a percentage of calls during the year. Miller went on to say it's a way of making sure that the City is getting some return on their money when we pay for training and meetings. He said that the Council will have to look into setting some policies in the future.

**SHERIFF:** Officer Schutte reported that there had been 27 calls during the month. It was discussed that with the temperature warming and melting of snow and ice, the alleys are getting muddy and hard to drive through so the City was willing to relax on the ordinance about no parking on the streets during this time.

**CLERK:** The Clerk mentioned that she had talked to someone from the school that has been using our gym and told her there would be a charge for using the gym. She indicated that different information had been given to her so she was going to be talking to that original person. The Clerk asked if Councilmember Miller could look into the issue some more. The Clerk also informed the Council that it had been recommended that to have someone from a company called Chapman out to look at some of our big meters and look into the demand rates for some of our customers. Councilmember Miller made a motion that when a cost for having someone from Chapman out for a day was received, the Utility Committee could make the call approving the expense. The motion was seconded by Councilmember Nelson. Motion carried.

**MAINTENANCE:** Dave Martin told the Council that he had obtained two bids from electricians to do some of the electrical work that needs to be done to meet the violations from the mock OSHA inspection. The bids were from Ryan Buer for \$1906.00 and Mid MN Electric for \$1150.61. Councilmember Peterka made a motion to accept the bid submitted by Mid MN Electric. The motion was seconded by Councilmember Nelson. Motion carried. Martin stated that he had received some reports from MN Pollution Control listing some issues and wanted to present the issues to Bollig

**UNAPPROVED**

Engineering so they could start a plan on how to fix the violations. Councilmember Nelson made a motion to have Bollig start the planning process on how to fix the violations listed from the MN Pollution Control Department. The motion was seconded by Councilmember Peterka. Motion carried. Councilmember Peterka told Martin that he would like to see the City Employees write up work orders for every electrical job they do and obtain signatures from the individual they are doing the work for and from the City Employee.

**DRANGE:** Mayor Drange wanted to remind everyone that there is an Augustfest Meeting on Wednesday, March 26<sup>th</sup> at 6:30pm and that the Bean Bag Tournament, which is an Augustfest Fundraiser, will be on March 29<sup>th</sup> at South Grove starting at 11am.

**NELSON:** Councilmember Nelson felt that the signs stating that the City Office is closed to the public on Fridays should be taken down now that there is help in the office.

**PETERKA:** Councilmember Peterka found an old contract the City has with MMUA and wanted everyone to have a copy of it. He pointed out that the contract automatically renews every September. Peterka inquired about the amount of rent we are receiving for the farm land south of town. Councilmember Miller said he would take care of talking to our renter and look into raising the amount of rent we are charging for the land. Councilmember Peterka wanted to remind the Council and everyone else that the Cold Weather Rule will end next month and that there will be no payment plans and there will be shut offs if people are not caught up with their bill by next month. The Clerk told the Council that the office will be sending out notices to those whose are behind next week giving them time to get current. The City's website will take credit card payments if that is what customers have to use to pay their bill.

**MILLER:** Councilmember Miller said that he had looked into the Dragon program at the school. It is an outdated program. He will look into it some more.

**ADJOURNMENT:** Councilmember Cram made a motion to adjourn the meeting. The motion was seconded by Councilmember Miller. Motion carried.

**UNAPPROVED**

**THE COLD WEATHER RULE WILL EXPIRE ON APRIL 15<sup>TH</sup>. ALL PAST DUE AMOUNTS MUST BE PAID IN FULL BY 4:30PM ON THE 15<sup>TH</sup> OF APRIL OTHERWISE YOUR UTILITIES WILL BE SHUT OFF. THERE WILL BE NO PAYMENT AGREEMENT PLANS.**

March 19<sup>th</sup> from 9-11:30 the Grove City C.A.R.E. program is sponsoring a Health Expo at Trinity Lutheran Church.

March 29<sup>th</sup> from 11am until ? A Bean Bag Tournament Fundraiser for Augustfest. Contact Matt Dahl to register your team.