

MEMBERS PRESENT- Drange, Peterka, Renne, Halterman

**AGENDA:** Council Member Peterka made a motion to approve the agenda and Council Member Renne seconded the motion. Motion carried.

**MINUTES:** Council Member Peterka made a motion to approve the minutes from August 8<sup>th</sup>, 2016. Council Member Halterman seconded the motion. Motion carried.

#### OLD BUSINESS

**BOLLIG:** Scott from Bollig came in to discuss the Infrastructure Project. The next monthly meeting is scheduled for October 5th. Pay Application #2 was approved for \$72,164.72. The plan is to start milling pavement on 2<sup>nd</sup> St, and boring under the highway and railroad late September/early October. Scott also let the council know that there may be issues with the brush site location this year, with the lift station being worked on in the park; residents may not be able to get to the brush site. They are looking into temporary arrangements on where to put brush this year.

Scott also brought up that in order to be receiving federal funding for the Infrastructure Improvements Project and the Wastewater Ponds Project; the bathroom facilities in city hall need to be updated so they are code compliant. Bollig had a floorplan drawn up to show what needs to be done to make the restrooms code compliant. Council member Renne made the motion to authorize Bollig to assist the City with soliciting quotes for restroom accessibility improvements. Halterman seconded the motion, motion carried.

**BUILDING PERMITS:** Council member Peterka brought up that at the previous council meeting, the council had decided that they would like all building permits Ok'd by the city council. He would like to see the policy updated so that a project such as shingling a roof and repairing windows doesn't need council approval. The permits and projects regarding any new construction will require council approval prior to starting.

The council is also looking into the contract that the city has with Mike Jacobson, the city's current building inspector. Halterman and Clark will be meeting with the county commissioner and/or county administrator to consider hiring the county's building inspector as Grove City's building inspector, as he is the inspector for every city in the county except for Grove City.

#### NEW BUSINESS

**CIP PROGRAM-** City clerk Clark brought up the fact that the city needs to establish a CIP Program. CIP fees are being charged to every electric customer, which is mandatory, but there hasn't really been a program set up to use those dollars. Clark would like to offer the same rebates that Heartland offers, so if a resident or business purchases energy star appliances, the city can use those funds to give them a rebate. The city needs to use the funds on the city or its residents, or the funds will have to be sent back to the state. Clark is working on setting up the program and getting the city back up to reporting compliance as well.

**2017 LEVY-** Clark informed the council that she needed to submit the proposed tax levy for 2017 by September 15<sup>th</sup> to the county. The tax levy of \$195,000 had not been raised in 4 years, and Clark informed the council that she had found a report from David Drown in 2012 stating that the city's levy is considerably lower than both regional and statewide comparison groups. Clark felt that an increase was necessary, with the prices of everything else going up, it would be beneficial to the city to increase the tax levy. Clark stated that she felt that a 4% increase would be a good start, and that the city can always lower the tax levy before the end of the year, they just can't ask to increase it. Council member Renne made a motion to approve a 4% increase to the proposed tax levy, resulting in a tax levy of \$202,800. Peterka seconded the motion. Motion carried.

UNAPPROVED

**2017 BUDGET-** Clark informed the council that as far as she has found, the budget hasn't really changed in the last 4 years either. In the computer system, the numbers have just been carried forward for the last couple of years. Clark stated that she has started working on the budget with help from Atwater's City Clerk, but was going to wait until she received the 2015 Audit back before digging into it further.

**CLERK'S 60 DAY PERFORMANCE-** Council member Halterman and Renne recommended that Lacey does receive the \$1 an hour raise that was discussed when she was hired, along with the monthly stipend in lieu of health insurance, 8 hours of sick time a month and 6.6 hours of vacation a month. Mayor Drange made the motion to approve the raise and benefits, Peterka seconded the motion. Motion carried.

Clark also brought up that she would like to see Deputy Clerk Ransom receive a performance evaluation and consider giving her a wage increase. Clark stated that Chris has been a real asset to the city, and has been doing a great job at helping get residential and business past due accounts caught back up to date. Renne made a motion to give Chris a 50 cent raise, Halterman seconded the motion. Motion carried.

**OTHER-** Council member Peterka made the suggestion that there be a cut off time for accepting payments for past due accounts in order to turn the utilities back on. It was recommended that in order for the customer to get their utilities turned back on that same day, payment needs to be in the office by noon. If payment is made later in the day, the utilities will be turned on the next business day.

**SHERIFF-** Deputy Swisher stated there was a total of 52 calls for August. There have also been several complaints about mini dirt bikes zipping around the city. Deputy Swisher stated that he would be looking into the state statutes and the city ordinances regarding what can be done with them.

**RESCUE-** Jesse Hudec and Susan Barker have resigned down from the rescue squad. Rodney Sorenson is the new Rescue Chief. There were 4 calls last month, with 57 calls for the year thus far. Bridget Whitcomb is no longer a member of the squad, and neither is Leann Flanders due to relocation.

**FIRE-** The Fire Department received a 50/50 matching grant so they will be purchasing new gloves with that grant. They received a bid on the floor in the fire hall of \$3,600. Renne made the motion to go ahead with the bid on the flooring, Peterka seconded the motion. Motion carried.

**CITY CLERK-** Clark would like approval to go the regional meeting on October 18<sup>th</sup> in Paynesville. Council member Peterka made a motion to allow Clark to attend the training, Renne seconded the motion. Motion carried. Deputy clerk Ransom was looking for approval in cleaning up and writing off 4 utility bills from 2010-2013, totaling \$5,960, of which \$3,971 was in late fees. Renne made the motion to write off the 4 utility bills, Halterman seconded the motion. Motion carried.

The safety management contract from MMUA is to be tabled until the next month's meeting, the council would like time to look into whether or not we can use a different company for the safety training. Clark also asked about the Salvation Army Heatshare Program, and needed approval to participate in the program again this year.

Clark also wanted to know if the council wanted to continue with the bond claim against the former clerk regarding the \$23,029.15 caused by late payments to the IRS and the State of MN. Clark stated that per the League of MN Cities, if there is coverage for the loss under the bond coverage, the league would pursue the employee responsible for the loss up to and including litigation. In the event that they pursue litigation, the league would bring suit in the cities name. Renne made the motion to continue with the bond claim, Halterman seconded the motion. Motion carried.

UNAPPROVED

Clark also needed approval to pay the remaining late fees due of \$934.61. Peterka made the motion to allow Clark to pay the late fees, Renne seconded the motion. Motion carried.

Council member Renne asked Lacey to get the locks changed to the city office door; she said that she would get it taken care of.

**PUBLIC WORKS** Dustin informed the council that the bathrooms down at the park needed to be fixed up and repainted. There was also a backup battery that he had to order for the computer at the water plant, wasn't sure on the cost of that yet. Dustin also informed the council that he would need to haul sludge shortly, and there were only a few approved sights to haul to. He talked to Paul Martin about hauling the sludge, Paul told him that would be ok if he could rent out the land again. The council approved renting the 10 acres out to Paul for 3 years for \$100 an acre.

Gardner also informed the council that he had spoken to Jeff Bechtold from Missouri River about a few sites that we keep having outage issues with, Jeff said that one guy could come over to help get those issues resolved, the council gave the go ahead.

Dustin also brought up street sweeping this fall. The cost he thought would be around \$1,000 and he thought that it would be beneficial to sweep this fall with the road construction starting.

**RENNE**-Jim would like the flags that are on Main Street taken down and replaced.

**PETERKA**- Bill informed the council that the Care Board is putting out a newsletter along with the Historical Society, and they were wondering if the city would like to have a page included. He thought the cost would be around \$50 to help out with postage.

Bill also asked about who would be responsible for carrying insurance on the storage facility in the gym. Bill said that he would go and talk with Jeff Ammerman to see who should be carrying insurance.

South Square will need to purchase a stove. Bill also asked about what happened with the bean bag game that was to be installed down at the park. He thought that they had approved it and made the motion, but nothing has happened with it.

Bill also got 2 bids to buy and install the rolling window at the city office. One bid included the actual window and installation at \$1,093, but the quote didn't include the preparation and demolition work that would need to be done beforehand. The other quote includes the demolition of the opening and installing the new door for \$3,861. Renne made a motion to go with Cornerstone's bid of \$3,861 and get the rolling window installed in the city office. Peterka seconded the motion. Motion carried.

**DOUG'S BENEFITS**- There was still no resolution as to what benefits are going to be offered to Doug. Halterman and Renne offered to sit down with Doug and see what could be agreed upon.

**ADJOURNMENT** Halterman made a motion to adjourn the meeting. Renne seconded the motion. Motion carried.