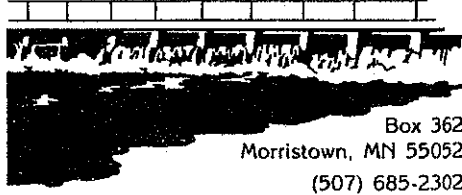


City of Morrystown

IN SOUTHERN MINNESOTA LAKES REGION

Best Little Town By A "Dam Site"



Box 362
Morrystown, MN 55052
(507) 685-2302

MORRISTOWN CITY COUNCIL MEETING MINUTES

Regular Meeting Monday, February 26, 2018 7:00 P.M.

Present: Mayor Kurt Wolf, Council - Lisa Karsten, Kathy Wolf, Seth Prescher and Tim Flaten
Others Present: Rick Karsten, Jacob Karsten, Tim Minske, Mark Morris, City Clerk/Treasurer
Sheri Gregor

1. The second regular February meeting of the Morrystown City Council was called to order on Monday, February 26, 2018 at 7:00 p.m., in the Council Chambers, at 402 S. Division Street, by Assistant Mayor Lisa Karsten.
2. The Pledge of Allegiance was recited.
3. Additions/Corrections to the Agenda:
Add 6. New Business B. WEM Moving Forward Foundation, Bucs Night Out, April 14, 2018, Waive Fees for the Community Center Great Hall. Motion by Seth Prescher, second by Tim Flaten, and carried unanimously to approve the Agenda, with the addition.
4. Comments and Suggestions from Citizens Present:
None
5. Unfinished Business:
 - A. Tim Flaten will contact City Attorney Mark Rahrlick; to draft an amendment of the existing parking regulations ordinance, prohibiting particular vehicles/equipment (see Ordinance 2016-7) parking in the residential district, etc. The Council will discuss, at the next meeting, whether to move forward and hold a public hearing or not amend the ordinance, regarding the revision. Kurt Wolf would like City Engineer's Rich Revering's viewpoint on the effect over time on the roads due to weigh.
 - B. The Council will hold a Work Session on March 26, 2018 at 6:00 p.m. A finalized Work Session Agenda will be approved at the March 19, 2018 Council meeting. Among the items to be discussed include Public Works Snow and Other Emergencies Pay, Custodian Job Description, City Administrator Job Description, and Community Center/Government Room – Fee Waiving.

5. Unfinished Business: (cont.)

- C. The City received 58 applicants for the full-time Public Works Operator position. This week each Council Member will review the applications and select their top 10. The top 10 list will be narrowed down to interview the top six applicants the week of March 5, 2018. The Interview Committee consists of Lisa Karsten, Tim Flaten and Tim Minske.
- D. The City's deadline to apply for the part-time City Administrator position is March 02, 2018. To date, we have received 33 applications.
- E. Motion by Tim Flaten, second by Lisa Karsten, and carried unanimously to waive the Government Room rental fee for the American Red Cross Meeting to be held Tuesday, February 27, 6 p.m. – 7:30 p.m.
- F. Motion by Tim Flaten, second by Kathy Wolf, and carried unanimously to document that James Lundin was offered and accepted the new hire part-time Custodian position, at the starting wage of \$13.50 per hour on February 16, 2018.
- G. The Council requests the two businesses bidding to paint the interior of the community center and city hall clarify their estimates, e.g., paint is/is not included, total door/jams amount, final labor figure includes/does not include materials.
- H. The Council has approved for the Zoning Board to hold a public hearing to amend Morristown Land Usage Zoning Code, R-1 Residential District, Ordinance §152.091 Dwelling Restrictions (C) (on page 89). The Board would like it to read as follows: "All structures used for residential occupancy shall have a minimum width of 24 feet on its narrowest dimension, **with a living area footprint of no less than 1,100 square feet**, and shall be affixed to a permanent foundation constructed of continuous poured footings. The house must sit directly on a continuous foundation wall that extends to a minimum depth of 42 inches to clay or granular fill".

6. New Business:

- A. Motion by Seth Prescher, second by Lisa Karsten, and carried to renew the Two Lakes Design Website Service Agreement from March 7, 2018 through March 6, 2019 for \$1,065.00. Tim Flaten abstained from voting.
- B. The request by WEM Moving Forward Foundation, Bucs Night Out to waive the Community Center great hall rental fee for April 14, 2018 is tabled to the April 2, 2018 Council meeting.

7. Correspondence and Announcements:

Lisa Karsten announced the great hall floor will be cleaned, striped and waxed this weekend. Lisa also informed the Council the meeting with MHC is set for the afternoon of March 15, 2018. Rich Revering will also be invited to attend.

8. Claims and Accounts:

- A. Motion by Lisa Karsten, second by Seth Prescher, and carried unanimously to pay the February 26, 2018 Mid-Month Claims totaling \$14,445.09 from the General Fund, \$1,177.67 from the Fire Department Fund, \$1,295.39 from the Water Operations Fund, \$2,540.29 from the Wastewater Operations Fund and \$4,183.22 from the Refuse Fund.
- B. Motion by Lisa Karsten, second by Seth Prescher, and carried unanimously to approve the January 2018 ACH (Automated Clearing House) Claims and Transfers totaling \$250,000.00 transfer from Checking to Money Market, \$2,403.64 for PERA Payroll, \$557.00 for December 2017 MN Dept. of Revenue Sales & Use Tax and \$8,518.71 for December 2017 EFTPS.

9. Council Discussion and Concerns:

None

10. The regular meeting was closed at 8:34 p.m. for the evaluation review of full-time Public Works Director, Tim Minske. The meeting was reopened at 9:35 p.m. The evaluation is tabled to the March 5, 2018 meeting, when the performance evaluation is specific to the Public Works Director job description.

11. Adjournment:

Motion by Seth Prescher, second by Lisa Karsten, and carried unanimously to adjourn. Adjournment was at 9:37 p.m....

12. Next Regular Meetings: – Monday, March 05, 2018 & Monday, March 19, 2018.

13. Work Session Meeting: - Monday, March 26, 2018 at 6 p.m.

/s/ Kurt Wolf
Kurt Wolf, Mayor

ATTEST:

/s/ Sheri Gregor
Sheri Gregor, City Clerk/Treasurer