

## **MORRISTOWN CITY COUNCIL MEETING MINUTES**

7:00 P.M. Regular Meeting 7:30 P.M. Public Hearing  
Monday, March 06, 2017

Members Present: Mayor Kurt Wolf, Council Lisa Karsten, Kathy Wolf, Seth Prescher

Member Absent: Scott Allen

Others Present: Attorney Mark Rahrick, City Engineer Rich Revering, Police Officer Chris Langr, Troy Dahle, Jack Schwichtenberg, Virginia Schmidtke, Tim Flaten, Margaret Butler, Pam Merritt, Tim Minske, Dan Morris, Mike O'Rourke, Mark Morris, Adam Uittenbogaard, Steve Nordmeier, Chris Anderson, Randy Meyers, Joe Kidder, Roland Rutz and City Clerk Sheri Gregor

1. The regular meeting of the Morristown City Council was called to order on Monday, March 06, 2017 at 7:00 p.m., in the Council Chambers at 402 South Division Street by Mayor Kurt Wolf.
2. The Pledge of Allegiance was recited.
3. Additions/Corrections to the Agenda:  
Lisa Karsten adds under New Business: N. Critter by the River, O. Hydrant Flushing. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to approve the Agenda with the additions.
4. Consent Agenda:  
The Public Works Report and the Sky Warn Report were pulled. A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to approve the Consent Agenda minus the Public Works Report and the Sky Warn Report. Public Works Report – Tim Minske presented options for replacing the snowplow (with equipment that can be utilized year around) with a front end pay loader/ wing. The 1- ton truck needs to be replaced. The Council instructed Tim to get pricings, locked in quotes/bids for replacements and for repairing (snowplow), so then they can compare numbers to decide to fix versus change out. Tim Minske inquired about the lumber that was purchased last year for an ice skating rink.

4. Consent Agenda:

Public Works Report – Tim Minske wondered what was ever done about the manhole issue in the mobile home park. We will look back at the minutes to see what transpired. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to except the Public Works Report as presented.

Sky Warn – Tim Flaten announced that Sky Warn, on March 22nd at 6:30 p.m., will hold its annual training, here in the Council Chambers (Government Room). Todd Krause, from the US National Weather Service in Chanhassen, MN., will be teaching the class, which is open to the public. Morristown Sky Warn is donating \$2,000 to the playground equipment project. Morristown Sky Warn has been up to the NWS, meeting criteria to become a “storm ready city” and will complete the application with Todd Krause at the training session. The sirens are getting worked on, as the one located by the cold storage building on Division St. hasn’t been going off during testing. No new news about the Doppler at this time. Our Director has stepped down, due to health reasons, so Tim Flaten has picked up that position. A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to approve the Sky Warn Report as presented.

5. Comments and Suggestions from Citizens Present:

Mike O’Rourke, on behalf of the Cannon Valley Players, thanked the City for letting them use the facilities. The CVP met and donated just under \$3,800.00 to local churches with \$1,500.00 of that amount going towards the playground. Mike O’Rourke asked if the Council would waive the rental fee of \$500 and the CVP will donate that amount to the playground also. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to waive the Community Center Hall rental fee of \$500.00, which in turn will be donated to the playground project. Dan Morris asked if the City wants him to order the same number of dumpsters for the City, for the Recycle Day, when he orders for the Township. The Council said “Yes”.

Tim Flaten noted that the access road in back of the building isn’t weathering well. Tim Minske will look at the pavement and contact Dave LaCanne.

Lisa Karsten announced that the Morristown Historical Society has received a Minnesota Historical & Cultural Heritage Grant for \$5,100.00 and will be in search of a historian to further the research on the mill and fill out the application for national register status (as books fell off the shelf - GHOST?).

6. Unfinished Business:

- A. Kurt Wolf spoke about the CIT visit to City Hall and his conversations with Macro and Pantheon, regarding the City's IT Systems renovation. This item is tabled until the April meeting when the proposals/quotes are available.

**Public Hearing 7:30 PM – Proposed Vacation of a Public Alley**

After receiving new information, city attorney Mark Rahrlick will revise "Resolution 2017-7: A Resolution Vacating An Alley In Adams & Allens Addition" to vacate just the West section of the alley from 2nd St N.W. to the Cannon River. Roland Rutz, owner of Rutz Organ Company, uses the alley entryways from 2nd St. N.W. and N. Division St. as access to his warehouse; for semis to deliver materials.

6. Unfinished Business (cont.):

- B. Tim Minske got a proposal, of \$2,219.17, from Caron Fence to enclose/protect the generator by the Community Center/City Hall building. Our policy is to get a minimum of two bids when services/purchases total between \$501.00 and \$10,000.00. Tim M. will seek another bid for comparison.
- C. Sheri Gregor, City Clerk, got two bids for pest control from Plunkett's and Orkin. A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to hire Plunkett's for rodent control, ant spray, spider, and fall invaders at \$685.00.
- D. The City Council needs more information on capital outlay unallocated monies before approving a donation amount for the playground project. The amount needs to be decided before the grant deadline of March 31st. It will be determined at the special meeting on Monday, March 20, 2017.
- E. Loren Dahle and Tim Flaten have volunteered to become EDA committee members. A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to appoint Loren Dahle and Tim Flaten to the EDA.
- F. Kurt Wolf and Lisa Karsten will meet with the Deputy Clerk applicant and have a recommendation for the Council at the special meeting on March 20, 2017.
- G. The Clerk, Zoning Board nor the Council have had any response from the Ordinance 92.21 violation letter sent to 307 S Division St. One final certified letter will be sent. If there's no action taken administrative fines will commence.
- H. Seth Prescher continues to work with the LCCB president on the installation of an ATM at the Community Center. The location will need to be decided as the ATM needs to be secured to the floor or wall.

6. Unfinished Business (cont.):

- I. Kurt Wolf will present a donation request on City letterhead for an American Flag, from the American Legion Post #149.
- J. A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to waive the government room rental fee of \$30.00 for the Provider's Choice (Day Care Food Service) on March 30, 201
- K. Public Works Department - Expectations & Priorities – Lisa Karsten has presented a draft of the public works director job description to the Council. They are to look it over and give Lisa feedback.
- L. The City Personnel Policy will be revised with the updated Public Works Director job description at the special meeting on March 20, 2017.
- M. Attorney Mark Rahrck will revise the Resolution 2017-7, to exclude the valley way used by Rutz Organ Company, for adoption at the next regular meeting.

7. New Business:

- A. Pam Merritt, on behalf of the annual fundraiser Bucs Night Out - Moving Forward Foundation, to be held at the Morristown Community Center on April 08, 2017, ask for the rental fee to be waived and also allow them to use the government room for their silent auction. A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to waive the fee like we did last year for "Bucs Night Out".
- B. A discussion was held as Land Developer, Joe Kidder, approached the Council with plans for the 20 acres of land to be purchased from Randy Meyers. Once Joe has a definite proposal, the Council will review and discuss what is feasible for both parties and measures that need to be taken.
- C. In May 2016, a motion was past that stated snowbirds and vacant homes would pay the base charges for monthly \$6.16 water and \$20.00 sewer utilities, even though the home isn't occupied. A motion was made by Seth Prescher, seconded by Lisa Karsten, and carried unanimously to also charge the monthly \$12.69 garbage collection and \$1.24 waste tax fees beginning with the next billing cycle of April 2017. Because the City contracts with Archambault Brothers, all the residents as a whole, benefits with reasonable rates, compared to each homeowner contracting individually. Therefore whether your home uses this service or not, it is available to you and the City is still charged for your share.
- D. Concerns were raised about citizen's safety with a new adult foster care home resident's nature. This home is state licensed and precautions are being taken to ensure the best security.

7. New Business (cont.):

- E. The Council shared information on the benefits, expenses and coverage options if the City would contract with the Rice County Sheriff's Department. The Council is evaluating whether to hire a new Morristown Police Chief, upon the retirement of David Osborne or contract with Rice County. The public's opinion will weigh heavily on this decision, so citizens need to voice their views at the special "town Hall" meeting.
- F. Official City of Morristown Social Media Presence – Table to the April meeting.
- G. Update 2017 City Committee Appointments – Tabled to the April meeting.
- H. Council Member Kathy Wolf spoke with Karen Malkowski, Energy Efficiency Specialist, of the Minnesota Chamber, and filed for a grant; to upgrade the Community Center's lighting to LED.
- I. John Hiller, Hiller's Last Call Liquor and Bait, ask the council to be aware of the expected passage of a bill repealing the ban on Minnesota Sunday liquor sales. John asks what the City plans on doing with licensing. The Council will address this issue after the bill becomes final.
- J. The Council request two bids to purchase a new vacuum cleaner for the Community Center. Lisa Karsten will submit bids at the April meeting.
- K. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to approve Resolution 2017-8: a Resolution Accepting Donation of the cigarette receptacle for the entrance of the Community Center from the Morristown "Coffee Club". Roll Call: Lisa Karsten – Yes, Kathy Wolf – Yes, Kurt Wolf – Yes, Seth Prescher – Yes, Scott Allen – Absent. Resolution passed.
- L. The City Council will submit their entry to be part of the 32<sup>nd</sup> Annual Morristown Dam Days Parade on Friday, June 2, 2017. They will ride in the City of Morristown's 1939 Fire Truck.
- M. Dahle Enterprise submitted a proposal to move the tile line regarding the retention pond for \$6,752.00. Landowners Don Olson agreed to pay half of the expense and a member of the Council will speak with Darrel Hopman, who is open to paying his share of this project. A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to waive the personnel purchasing policy for this particular situation, because this is so time sensitive; Troy's done a lot of leg work on it; we aren't going to go with anyone other than Dahle Enterprises anyway because our work in town.

M. (cont.) A motion was made by Lisa Karsten, seconded Kathy Wolf, and carried unanimously to move forward with this proposed project for Dahles to move the tile line, with Don Olson paying 50%.

N. Lisa Karsten talked to Scott Allen about taking care of the critter that is damaging/will kill the trees down by the dam.

O. Tim Minske wants to reset flushing the hydrants to monthly and Tuesdays. This will be discussed at the next meeting.

7. Correspondence and Announcements:

Recycle Day - Saturday, April 1st 9am – 1pm

Animal Vaccination & Licensing Clinic - Saturday, April 8th

8. Claims and Accounts:

A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to pay the February 15, 2017 Mid-Month Claims totaling \$1,876.46 from the General Fund, \$1,196.36 from the Fire Department Fund, \$19,475.00 from the Fire Hall Debt Fund, \$92.06 from the Water Operations Fund, the March 06, 2017 Current Claims totaling \$34,306.67 from the General Fund, \$263.06 from the Fire Department Fund, \$1,653.20 from the Water Operations Fund, \$3,012.55 from the Wastewater Operations Fund, \$4,233.89 from the Refuse Fund, and the Late Claims totaling \$215.83 from the General Fund, \$283.47 from the Fire Department Fund, \$58.00 from the Water Operations Fund, and \$683.33 from the Wastewater Operations Fund, as presented.

9. Council Discussion and Concerns:

None

10. Adjournment & Next Meeting:

A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to adjourn. The meeting adjourned at 10:15 p.m.

The next regular meeting will be held Monday, April 03, 2017 at 7:00 p.m.

/s/ Kurt Wolf

Kurt Wolf, Mayor

ATTEST:

/s/ Sheri Gregor

Sheri Gregor, City Clerk/Treasurer