

## **MORRISTOWN CITY COUNCIL MEETING MINUTES**

### **Regular Meeting Monday, July 03, 2017 7:00 P.M.**

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

Council Absent: Scott Allen

Other Present: Assistant City Attorney Ben Cass, Sargent Tom McBroom, Tim Minske, Jack Schwichtenberg, Margaret Butler, Mike O'Rourke, Steve Nordmeier, Mark Morris, Dan Morris, Tim Flaten, Nick Preuss, Scott Kokoschke, Angie Kokoschke, Loren Dahle and Clerk Sheri Gregor

1. The regular meeting of the Morristown City Council was called to order on Monday, July 03, 2017 at 7:08 p.m., in the Council Chambers, at 402 S. Division Street, by Mayor Kurt Wolf.
2. The Pledge of Allegiance was recited.
3. Additions/Corrections to the Agenda:  
Add to 7. New Business – J. Provider's Choice, Government Room, Waive Fee. Add to 6. Unfinished Business K. Playground Project – Resolutions to Accept Donations and 6. L. Parking Lot. A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to approve the additions and corrections to the Agenda.
4. Consent Agenda:  
A request was made by Tim Minske to pull the Public Works Report. A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to approve the Consent Agenda minus the Public Works Report. Tim Minske spoke about needing another catch basin on Bloomer Street; West of the one just installed. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to authorize Tim Minske and Seth Prescher to make a decision based on the streets budget on how to fix the water issue on Bloomer. Tim stated a valve needs repair which goes underneath the creek, by the culvert, along E. Sidney Street. A motion was made by Seth Prescher, seconded by Lisa Karsten and carried unanimously to authorize the job, using funds from the water and streets budgets. Tim Minske explained that the bush pile, east of town, is out of control. After discussion, Seth Prescher will look into the possibility of video surveillance, making sure it's just the Morristown city residents using the site. A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to award the bid of \$691.66 to Nordmeier Bros., for four tires for the 1/2 ton Public Works truck.

Public Works Report: (cont.) A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to purchase a new siren (on Division St.) control box from Dave's Electronic Services for \$2,517.00 ; using capital outlay Sky Warn funds and reimburse the account with possible insurance claim refund. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to approve the Public Works Report as presented.

5. Comments and Suggestions from Citizens Present:

Steve Nordmeier stated the mid-month LaCanne Electric bill for checking poles for Dam Days will be reimbursed by the Dam Days Funds. Tim Flaten brought up the animal control and asked about utility auto pay. Tim also mentioned to Sgt McBroom cars passing on the right by the car wash. Mark Morris told about a young lady who said cars are going too fast passed her place, with her son almost getting hit. This area is just north of the city limits, by Hwy 60. Sgt McBroom took note and will relay this information. Dan Morris asks if the Council is ok with the new security hired for dances not wearing a uniform, no radio, any mace or not carrying (gun). Dan is worried about the security's safety and ability to call for help. The reason is liability. Persons hired for the evening, by the City, cannot use their city/county issued equipment. The security should call dispatch or 911 if they have a situation which requires backup. Tim Flaten asked about when the light pole will be replaced by the intersection of Division St and Franklin St. Tim Minske said it is ordered and is 10-12 weeks out. Mike O'Rourke suggested a procedure be written, for the dance security people, to follow as to what their duties include while supervising. Lisa Karsten will work on that with help from the bar managers. Loren Dahle mentioned while Dam Days participants were looking for the medallion in the Feed Mill, they also pulled up a fence post causing the railing to start falling down. He request the clues state "outside" on public property.

6. Unfinished Business:

- A. Kurt Wolf will get the IT Systems proposals revised to not include the police department. Decisions tabled until the August meeting.
- B. Seth Prescher stated he and Tim Minske are putting together a street projection sheet, so the drainage line by private properties at 2nd Street S.W. is tabled.
- C. Seth Prescher informed the Council he received the website service agreement with 2LD, (Two Lakes Design), to create and maintain social media pages. The agreement will be submitted for approval at next month's meeting.
- D. Kurt Wolf and Seth Prescher will choose their top applicants and interview those candidates for the part-time Deputy Clerk position.

- E. The Council request Tim Minske make a list of the approximate 25 rural homes, which are in the city limits; that should have County blue address number signs. The total cost to the home owner will be \$84; which includes the sign, post, hardware, locate and installation. Sheri Gregor, City Clerk, will mail letters to the owners to inform them of this project. Tim Minske has the bid for materials to repair the cracked pipe/ isolation valve near the Mobile Home Community. Tim is to get a bid on labor cost. Mark Rahrlick will be referred to on what the MHC owner and City agreed to, regarding the cost of repair. Tim will present the Council with Plant roof repair bids by the August meeting.
- F. A public hearing will be held, by the Zoning Board, on Thursday, July 20, 2017 at 8 p.m., to accept public opinion on adopting a new ordinance regarding produce stands.
- G. At this time, the City Council is not ready to amend an ordinance to allow solar gardens in the city limits. They are open to more information and revisit the issue.
- H. Seth Prescher will begin researching an animal control procedure/policy to bring to the policy work session meeting; to be held later this month.
- I. An administrative fine notice letter was sent, in regards to a non-complying homeowner after repeated warnings. The Appendix B: Notice of Code Violation used allows exemption (waive fine if alleged violation is corrected by this date). The Clerk believes another addendum should be created to enforce the penalty as intended.
- J. The City Council will hold a special/work session meeting on Wednesday, July 19, 2017 at 6 p.m., to address the process to fill the vacant council seat and complete the revision of policies. A special meeting will be held on Monday, July 24, 2017 at 7 p.m. to approve the anticipated Zoning Board's recommendations after the public hearings are held.
- K. Mike O'Rourke, playground project leader, announced that a tentative date has been set to install the playground equipment on September 8th and 9th. The committee is waiting for the DNR permit to be issued, and then the equipment will be ordered. Mike presented the City with the donation checks, in which the City will accept by resolution. A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to approve Resolution 2017-12, accepting a donation from the Cannon Valley Players for \$2,000.00. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to approve Resolution 2017-13, a donation from the Morristown Commercial Club for \$5,000.00. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to approve Resolution 2017-14, amended to say, accepting a donation from the Morristown Fire Relief Association for \$5,000.00. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to approve Resolution 2017-15, accepting a donation from the Morristown Commercial Club/Halloween Party Dance for \$1,250.00. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to approve Resolution 2017-16, accepting a donation from the Sons of the American Legion for \$5,000.00. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to approve Resolution 2017-17, accepting a donation from the Morristown Sky Warn for \$2,000.00. It was decided to either scrap or throw away the old non-conforming playground equipment versus selling it; to avoid any liability risk.

- K.(cont.) Mike O'Rourke also noted the light pole with the overhead wire, on the east side of the shelter, needs to be moved; due to grant specs and equipment height. The pole will be moved by the bathroom for lighting and maybe place a security camera to protect the new equipment.
- L. A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to accept Tim Minske's recommendation of a change order of LED lighting update of two poles for \$457.99, with no center pole, coming from capital outlay Community Center parking lot fund.

7. New Business:

- F. Sgt Tom McBroom informed the Council there are several cabinets and boxes of Morristown Police Department records/files which need to be removed from the office and retained and/or shredded. The Council will seek attorney Mark Rahricks' advice on what the standard data practices are in this matter.
- A. The Clerk informed the Council of the water/sewer/garbage disconnection notices that went out. A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to approve the two Utility Payment Contracts presented.
- B. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to approve Resolution 2017-11: Accepting the Resignation of Scott Allen and Declaring a Vacant Council Seat. The Council will discuss and approve a process to fill the vacant council seat at the special meeting, on Wednesday, July 19, 2017 at 6:00 p.m.
- C. A motion was made by Lisa Karsten, seconded by Kathy Wolf, to pay out (amended to "pay out immediately") Scott Allen in the amount of \$435.40.
- D. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to approve the MN Darkhouse/Angling Assoc. permit to allow gambling in February of 2018.
- E. At this time, fenced in outdoor live music and the serving of alcohol at a bar establishment is allowed, in the Central Business District until 1:00 p.m.; although the city does have a separate nuisance ordinance regarding loud noise. Regulations do apply if there is a combination of dancing, music and the serving of alcohol. The Council will evaluate the ordinances regulating these issues at the August 07, 2017 meeting.
- G. Downtown Boulevard Beautification – Trees – This item will be revisited at the September 06, 2017 meeting.
- H. Once a new council member is selected and then a council member is appointed to oversee parks/trees/weeds the issue of public safety hazards at intersection and our ordinance will be revisited.
- I. Unless a dead tree on private property is in the easement/right-of-way, the city cannot force the property owner to remove it.
- J. A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to waive the government room fee for Provider's Choice on August 24, 2017.

8. Correspondences and Announcements:

Steve Nordmeier announced the National Night Out is Tuesday, August 1st, requesting the Council's attendance. The City received a "Thank You" from the National Child Safety Committee for our donation. Due to the July 4th holiday, water hydrant flushing will be on Tuesday, July 11th.

9. Claims and Accounts:

A motion was made by Seth Prescher, seconded by Kathy Wolf, and carried unanimously to pay the June 16, 2017 Mid-Month Claims and Accounts totaling \$6,444.85 from the General Fund, \$447.71 from the Fire Department Fund; the July 03, 2017 Current Claims and Accounts totaling \$18,100.54 from the General Fund, \$646.91 from the Fire Department Fund, \$2,834.30 from the Water Operations Fund, \$2,265.17 from the Wastewater Operations Fund, and \$700.00 from the Refuse Fund; and the July 03, 2017 Late Claims and Accounts totaling \$3,897.63 from the General Fund, \$180.41 from the Fire Department Fund, \$447.86 from the Water Operations Fund, \$1,183.25 from the Wastewater Operations Fund, and \$749.25 from the Refuse Fund, with the exception of adjustment amending the Bolton claim to minus \$50, and removed the Fire Dept. donation.

10. Council Discussion and Concerns:

None

11. A motion was made by Seth Prescher, seconded by Kathy Wolf, and carried unanimously to adjourn. The meeting adjourned at 9:27 p.m.

12. The next regular meeting will be held on Monday, August 07, 2017 at 7:00 p.m.

/s/: Kurt Wolf

Kurt Wolf, Mayor

ATTEST:

/s/: Sheri Gregor

Sheri Gregor, City Clerk/Treasurer