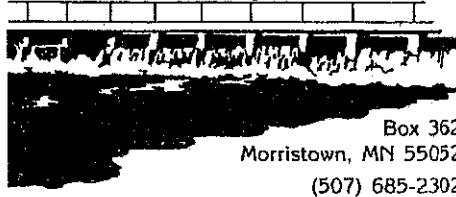


City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

Best Little Town By A "Dam Site"



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

MORRISTOWN CITY COUNCIL MEETING MINUTES Regular Meeting 7:00 p.m. Monday, January 4, 2021

Council Present: Mayor Tony Lindahl, Tim Flaten, Linda Murphy, Ralph Barney, Jake Golombeski

Others Present: Adam Uittenbogaard, Tim Minske, John Ankrum, John Schlie, Kristin Barney, Jack Schwichtenberg, Troy Dahle, Steve Nordmeier, Justin Hunt, Kyle Green, Lisa Karsten, Matt Rossow, Ryan Schiell, City Attorney Mark Rahrick, City Administrator Michael Mueller, City Clerk/Treasurer Lisa Duban.

1. **Call to Order:** Tony Lindahl called the regular meeting of the Morristown City Council to order on Monday, January 4, 2021 at 7:00 p.m., in the Community Center great hall, at 402 Division Street.

2. **Pledge of Allegiance:** The Pledge of Allegiance was recited.

3. **Oath of Office:** Mayor Tony Lindahl, Council Linda Murphy, Ralph Barney & Jacob Golombeski

4. **Additions/Corrections to Agenda:**

-Addition to Oath of Office: Jacob Golombeski

-Addition of New Business E2: Acceptance of new fire fighters: Joe Caldwell & Austin Schultz

-Correction to New Business item L: remove closed to public

Motioned by Tim Flaten, seconded by Jake Golombeski and was carried unanimously to approve the agenda with the above additions/corrections.

-Addition of New Business B1 by Tony Lindahl: Monthly Meetings; change New Business B to B2

5. **Comments and Suggestions from Citizens Present:**

None

6. **Consent Agenda:**

A. Police Report – December 2020

B. Fire Department Report – December 2020

C. Public Works Report – December 2020

D. City Council Meeting Minutes – December 21, 2020

Motioned by Tim Flaten, seconded by Ralph Barney, and was carried unanimously to approve the consent agenda minus the Fire Department and Public Works Reports.

-Fire Department Report: Adam Uittenbogaard noted that the Fire Department Annual Meeting has been postponed due to Covid restrictions. Motioned by Tim Flaten, seconded by Linda Murphy, and was carried unanimously to approve the Fire Department Report.

-Public Works Report: Tim Minske noted that the mobile home park is privately owned including the water lines, sewer lines and streets. He stated that he has brought it up to council in the past and will bring it up again for the new members that the trailer court has issues with their sewer system. It is bubbling up all of the time and should be inspected every 5 years but has not been done since the 70's. Tim stated that if a problem comes up again, he should not be called as he has brought this issue to the council many times in the past. Council asked Michael Mueller to review the mobile home agreement, contact owners to let them know there is an issue and start the ball rolling on correcting the issue. Motioned by Tim Flaten, seconded by Jake Golombeski, and was carried unanimously to approve the Public Works Report.

7. **Unfinished Business:**

A. Director of Public Works Final Quarter 2020 Compensation for Projects – Motioned by Tim Flaten, seconded by Linda Murphy, and was carried unanimously to approve compensation for Tim Minske in the amount of \$3,851.78 for projects over and above his normal duties. Tim Minske noted that he and Lisa Duban were working on creating a sheet that can be used to track the over and above hours.

B. Light post on SW corner of Franklin Street W. & Division Street N. – Michael Mueller determined that the broken light post is Xcel Energy's responsibility, they are aware that it is broken and if there is any necessary restitution Xcel will pursue. Tim Flaten suggested that if it is feasible, we should move it across the road to the north as it has been hit 4-5 times during his term. Motioned by Tim Flaten, seconded by Linda Murphy, and was carried unanimously to approve Xcel Energy to move this particular light post across the street to the north at their cost if it is feasible or for Xcel to replace it where it is currently located.

8. New Business

A. 2020 City Community Appointments – Tony Lindahl made the following changes: Michael Mueller, City Administrator; Lisa Duban, City Clerk/Treasurer; Lisa Karsten clarified the role of the Community Education liaison as a council member appointed to sit on the Community Ed board which meets quarterly because the City contributes funds to their program - Community Education, Linda Murphy; Community Center Linda Murphy with Tim Flaten as backup; Streets Commissioner, Ralph Barney with Tim Flaten as backup; Complaints/Concerns/Comments Committee: Michael Mueller chair, Lisa Karsten and Kurt Wolf as citizen representatives, Tim Flaten and Ralph Barney as Council representatives; Zoning Board Members: add Faye Golombeski; Complaints/Concerns/Comments Committee will have a name change to Solutions Committee. Motioned by Tim Flaten, seconded by Jake Golombeski, and was carried unanimously to approve the 2021 Community Appointments.

B1. Monthly Council Meetings – Tony Lindahl noted that he would like to see the city cut costs and suggested monthly meetings vs. bi-monthly meetings. Tim Flaten noted that meetings have been getting shorter but if there is only one meeting it will be very long. Also, there would be late fees incurred on bills that are not approved at the monthly meeting. Lisa Karsten noted that in the past there have been monthly meetings where the council allowed the Mayor to approve claims as necessary outside of the monthly meeting so late fees were not incurred. Tim Flaten noted that if the Mayor is the only one needed to approve claims the Council would not be able to dispute them after they are paid. Tony Lindahl stated he would be willing to approve the claims and is confident that there will not be issues as the City Administrator and City Clerk will also be seeing the claims. Motioned by Tim Flaten, seconded by Jake Golombeski, and was carried unanimously to approve monthly City Council meetings with the Mayor approving claims as needed outside of the monthly meetings and second meetings scheduled as necessary.

B2. 2021 Federal Holidays – Council meeting dates changed due to holidays:

- a. Martin Luther King Jr. Day 1/18/2021 – Council meeting changed to 1/19/2021
- b. July 4th 7/5/2021 (observed) – Council and EDA meeting changed to 7/6/2021
- c. Labor Day 9/6/2021 – Council meeting changed to 9/7/2021

Motioned by Tim Flaten, seconded by Linda Murphy, and was carried unanimously to approve the monthly meeting date changes above.

C. Resolution 2021-1 Designating Authorized Signors for Official Depositories - Motioned by Linda Murphy, seconded by Ralph Barney, and was carried unanimously to approve the 2021 Community Appointments.

D. Resolution 2021-2 A Resolution Designating the Official Newspaper for 2021 - Motioned by Tim Flaten, seconded by Jake Golombeski, and was carried unanimously to approve Life Enterprise as the 2021 official Newspaper.

E. Approve Annual Firefighter's Wages for 2020 – Motioned by Tim Flaten, seconded by Ralph Barney, and was carried unanimously to approve 2020 annual firefighters wages in the amount of \$21,800.

E2. Acceptance of new firefighters - Motioned by Tim Flaten, seconded by Jake Golombeski, and was carried unanimously to approve recommendation of Joe Caldwell & Austin Schultz as permanent firefighters.

F. City Email Address for Council Members – City Attorney Mark Rahrlick suggested that Council and department heads have city email addresses. Motioned by Tim Flaten, seconded by Ralph Barney, and was carried unanimously to approve city email address for council and dept. heads.

G. Process for City Residents to Open/Close Permits – Tim Flaten suggested that all permits that do not have setback, height or conditional use requirements be opened and closed by city hall staff and that the minimum zoning permit fee, other than new construction, be raised to \$50. Residents will open the permits at city hall and then be required to submit pictures via email or in person to city hall staff showing the work has been completed. Thus, the city will not have to pay the zoning administrator to open and close these permits as the city is losing money on permits with a \$25 fee. City Attorney Mark Rahrlick expressed concerns about the city requiring permits when the quality of work is not being examined and no building standards are being enforced. The permit structure is not to make money but to cover the cost of time spent. Michael Mueller stated that the permit cost is covering the zoning board pay and administrative time. Motioned by Tim Flaten, seconded by Ralph Barney, and was carried unanimously to allow city hall staff, versus the Zoning Administrator, to open and close permits that do not have setback, height, or conditional use requirements with the owner and/or contractor being responsible to provide proof of completed work.

H. Zoning Permit Fee Structure – Motioned by Tim Flaten, seconded by Jake Golombeski, to change the zoning permit fee to \$50 for all permits except new construction, garages, and additions. Further discussion: Ralph Barney and Linda Murphy believe that the \$50 fee is too high. Tim Flaten noted that this will offset the cost of the zoning board meeting pay and with a \$50 flat fee it will simplify the process. All in favor: Tim Flaten and Jake Golombeski. All against: Ralph Barney, Linda Murphy as she feels that we are increasing the fee but decreasing the cities responsibilities, Tony Lindahl as double the cost is too much. Tim Flaten noted that it will take city staff at a minimum a half hour to open and close the permits and we need to cover the cost of the wages. Vote was 3-2 against, motion failed.

I. Proposed Master Fee Schedule - Tim Flaten suggest the following changes: Dog License increased to \$10, Council Room Rent increased to \$15, Park Shelter Rent increased to \$35 and Assessment Search Fee increased to \$25. Michael Mueller suggested a maintenance fee be charge for vacant lots that have access to water & sewer but are not hooked up to off-set the cost of the maintenance to the water/sewer lines. Public hearing for the Master Fee Schedule is schedule for January 19, 2021.

J. Opening of Sealed bids for Fire Department Truck - Bids were publicly opened and tabulated by Michael Mueller, Lisa Duban and Adam Uittenbogaard. Michael Mueller recommended awarding the contract to the highest bidder, Jeremy Thomas with a bid of \$12,700. Motioned by Tim Flaten, seconded by Ralph Barney, and was carried unanimously to award the contract to Jeremy Thomas with a bid of \$12,700 for the Fire Department vehicle with the monies to go into the Fire Department account.

K. Payrate Review – Tim Flaten noted that John Ankrum on occasion helps with shoveling, sanding, and salting and works odd hours for this type of work and believes that he should be paid at a higher rate of \$18.00/hr for this type of work. Motioned by Tim Flaten, seconded by Linda Murphy, and was carried unanimously to approve an increase in John's wages to \$18.00/hours for helping with snow or helping the maintenance department at Tim Minski's discretion. Michael Mueller discussed a wage increase for Lisa Duban in lieu of taking health benefits in the amount of \$4.00/hr as other employees had been offered this. Tony Lindahl suggested that Michael Mueller draw up a contract with the terms and bring it to the next meeting for approval for both Lisa Duban and Michael Mueller.

L. Sheri Gregor - text message sent to Tony Lindahl from Sheri: Tony, please add to the next council agenda that Sheri Gregor request to be paid 25% of her sick pay, which went into effect October 1, 2020; one week after my last day. I acquired a lot of vacation time because I was a very dedicated employee and not having used hardly any, due to not having coverage. That is the least the city council can do for me after five years of service. I also plan to pursue being paid for years of overtime, late nights and weekends, spent due to the lack of past councils not hiring me an assistant after interviewing on four separate occasions and not selecting anyone. Also, the under pay difference of \$4.00 an hour, in which a new clerk is receiving over what I was being paid after five years. Then there is the discrimination of wanting to get rid of the old and bring in young employees

(Tasia). Mary Knish was more qualified for my assistant, but K and F wanted young to replace me, assuming I may retire, which I had no plans of doing. City Attorney Mark Rahrlick stated that based on what Mrs. Gregor provided, there is no validity to her claim and no pay is due to her at this time. Mark suggested that he write a letter to Mrs. Gregor on his letter head stating this. Motioned by Tim Flaten, seconded by Jake Golombeski, and was carried unanimously to authorize Mark Rahrlick to respond to Mrs. Gregor accordingly.

9. **Correspondence and Announcements:** None

10. **Claims and Accounts:**

a. **Current and Late Claims and Accounts:** Motioned by Jake Golombeski, seconded by Ralph Barney, and was carried unanimously to approve claims and accounts.

11. **Council Discussion and Concerns:** Tim Flaten discussed the importance of the flow chart. He noted that if it is not followed, there is confusion and frustration for the employees as who to follow orders from. Michael Mueller is the City Administrator and communication should go through him.

12. **Adjournment:** Motion by Tim Flaten, seconded by Ralph Barney, and was carried unanimously to adjourn at 9:18 p.m.

13. **Next Meeting:** Tuesday, January 19, 2021 – 7:00p.m.

Attest:



Lisa Duban, City Clerk



Tony Lindahl, Mayor