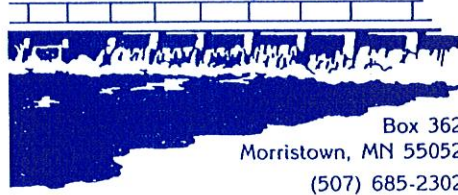


City of Morristown

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 Mid-Month Regular Meeting Monday, March 16, 2020 7:00 p.m.

Council Present: Mayor Tony Lindahl, Tim Flaten, Kathy Wolf, Jake Golombeski, Lisa Karsten

Others Present: City Attorney Mark Rahrick, City Engineer Rich Revering, Rice County Sheriff Troy Dunn, Sheila Jungwirth, Public Works Director Tim Minske, Adam Schlie, Mike O'Rourke, Steve Felix, Jack Schwichtenberg, Tyler Velzke, Mark Morris, Dan Morris, Mike Schumacher, Lisa Ingebrand, Kurt Wolf, City Administrator Brad Potter and City Clerk/Treasurer Sheri Gregor

1. **Call to Order** Mayor Tony Lindahl called the regular mid-month meeting of the Morristown City Council to order on Monday, March 16, 2020 at 7:00 p.m., in the Council Chambers, at 402 Division Street S..
2. **Pledge of Allegiance** The Pledge of Allegiance was recited.
3. **Additions/Corrections to Agenda** Added to the agenda was Unfinished Business F. Recycle Day Cancellation. Motion by Tim Flaten, seconded by Kathy Wolf, and was carried unanimously to approve the agenda, with the one addition.
4. **Comments and Suggestions from Citizens Present** Dan Morris asks if the council was aware that the City still has an outstanding unpaid bill, equipment and operator cost, from the September 2018 tornado cleanup and why it hasn't been paid. Brad Potter stated that the City put in a claim for \$52,000.00 and should be reimbursed 75% from the State at \$35,000.00. Further information will be provided by Brad Potter at the April 6, 2020 council meeting.
5. **Presentation:**
Sheila Jungwirth, of Abdo, Eick & Meyers, our certified public accountants and consultants, presented an audit analysis of the City's financial statement.
6. **Consent Agenda:**
 - A. Police Report – February 2020
 - B. Fire Department Report – February 2020
 - C. Public Works Report – February 2020
 - D. EDA Minutes – Meets Quarterly
 - E. City Council Minutes – January 6, 2020, January 21, 2020, February 18, 2020
 - F. Zoning Board Minutes – February 20, 2020
 - G. Skywarn Report – No Report
 - H. Financial Report Month Ending – January 31, 2020 (Community Center Report, Cash Control Statement, Interim Report, Capital Reserve Balances)
 - I. Joint Work Session – March 2, 2020
 - J. City Council Minutes – March 2, 2020

Consent Agenda items to be corrected are as follows:

City Council Meeting Minutes from January 6, 2020 6. Unfinished Business A. – Remove the partial sentence, “and the city council decision to assess the after-the-fact penalty of \$100 to his (Kurt Wolf’s) property taxes.”

City Council Meeting Minutes from January 21, 2020 6. Unfinished Business A. – Remove the partial sentence, “and the city council’s decision, on August 19, 2019, to assess the after-the-fact permit penalty of \$100” to his (Kurt Wolf’s) property taxes due to non-payment.”

City Council Meeting Minutes from February 18, 2020 7. New Business C. – Correct the “scholl” to “school”.

Consent Agenda items to be tabled to the City Council Meeting on April 6, 2020:

Zoning Board Meeting Minutes from February 20, 2020

City Council Meeting Minutes from March 2, 2020

Motion by Tim Flaten, to approve the consent agenda, then amended to pull the zoning board meeting minutes from February 20, 2020 and the city council meeting minutes from March 2, 2020, so Lisa Karsten can meet with Brad Potter to discuss them, seconded by Lisa Karsten, and was carried unanimously.

7. Unfinished Business:

- A. Zoning Board Recommendation - Resolution 2020- 3: A Resolution Refunding the After-the-Fact Permit Violation Fines Issued Over the Past Five Years –** The Council rejects the recommendation.
- B. Draft Amendment of Ordinances §71.04 – Discussion Only –** The city council is looking for a way to declare a snow emergency in the city limits. An amendment to the current city code snow emergency regulations, by Mark Rahrlick, will automatically be in effect. This ordinance will be put on the next agenda for adoption. Troy Dunn asks for direction from the city council if they want the Rice County Sheriff’s Office to enforce the snow emergency by ticketing and/or towing vehicles. Sheriff Dunn asks for the City policy so the Sheriff’s office knows how to handle issues.
- C. Adoption of Minnesota State Building Code – Discussion Only –** A hearing to get public opinion on the possibility of adopting the Minnesota State Building Code will be held, but tabled at this time, due to the Coronavirus pandemic limits to social distancing and groups of 10 guidelines.
- D. Assessment Policy – Categorizing Levels of Street Repairs (Rehabilitation, Reconstruction, Assessments) –** Discussion continues over property owner’s assessments percentages, including corner lots, and the level of rehabilitation or reconstruction for the 2020 street/water main projects. Rich Revering noted the city’s current 50% assessment policy. Rich cited options go keep the property owner’s cost down by doing less work (reclaiming), where some streets warrant total reconstruction and water main replacement. Mark Rahrlick suggests the council agree on an revised assessment policy (exception 2/3 corner lots) and apply it, ahead of the public hearing for the major improvement and adoption of the assessment roll. to be done on Main Street W., 2nd Street and 4th Street. There was discussion but no action as it had been discussed to start the property by June 2020.

7. Unfinished Business:

- E. Street Project – Main Street W./2ndStreet S.W.** included in above decision
- F. Recycle Day** – Danny Morris, on behalf of Morristown Township, informed the council of the recommendation he received from the County, regarding the coronavirus pandemic, was advised to not hold the upcoming recycling event. Motion by Lisa Karsten, seconded by Tim Flaten, and was carried unanimously to cancel Recycle Day for April 4, 2020.

8. New Business:

- A. Resolution 2020-4: A Resolution Accepting a Donation** – Motion by Lisa Karsten, seconded by Kathy Wolf, and was carried unanimously to approve Resolution 2020-4 accepting the \$800.00 donation from the Cannon Valley Players donation of \$800.00 for the Centennial Park Restroom. This donation is from proceeds of the 2019 play.
- B. Resolution 2020-5: A Resolution to Post Entire Agenda Packet on the City Website** – Motion by Tim Flaten, seconded by Lisa Karsten, and was carried unanimously for Resolution 2020-5 to post the agenda packet on the city website, minus the police and fire reports.
- C. Resolution 2020-6: A Resolution Accepting A Donation – American Legion Post 149 - Community Center Outdoor American Flag** – Motion by Tim Flaten, seconded by Jake Golombeski, and was carried unanimously for Resolution 2020-6 accepting the donation from the American Legion Post 149 of the community center outdoor American flag.
- D. Part-Time Public Works Mower Posting** – Motion by Tim Flaten, seconded by Lisa Karsten, and was carried unanimously for part-time public works mover posting.
- E. City Administrator Report** – Brad Potter praises Dahle Enterprises on getting the ditch cleaned out before the temperature and water rose. Brad informed the council of a south side field washout where water was coming over the bank wall, making the decision to rip rap, at the cost of \$1,500.00, while the excavator was still on site. Brad will speak with Rich Revering and Mark Rahrlick to finalize street assessment for Jane Street and 4th Street S.E and other streets as this project is already bid for. Brad wants to get a sense from the council on what to do for assessing corner lots and such. Currently, the status on spring high school baseball games is undecided. Brad will get the mayor on the school board meeting agenda to discuss long term school district use of the city baseball field. Fire Chief Adam Uittenbogaard is working on a SOP (standard operating policy) on emergency infectious disease control, due to the COVID-19 pandemic. The policy includes how to effectively respond to EMS calls, keeping responders and firefighters safe, using the ambulance service to handle medical calls of suspected COVID-19 calls, disinfecting rigs, keeping documentation. The PSN (Payment Service Network) is available online, and is now live, at morristownmn.org. The City of Morristown utilities customers (water, sewer and garbage) now have the option to pay by credit, bank account, and debit cards, paying a small convenience fee. Paying by automatic withdrawal, written check and cash are still available, at no cost.

9. Correspondence and Announcements:

Recycle Day April 4, 2020 - Cancelled

10. Claims and Accounts:

A. Mid-Month Claims and Accounts – Motion by Lisa Karsten, seconded by Kathy Wolf, and was carried unanimously to approve the March 16, 2020 mid-month claims and accounts totaling \$15,5821.04 from the general fund, \$3,853.20 from the fire department fund, \$603.13 from the water operations fund, \$3,959.74 from the waste water operations fund; and \$5,062.87 from the refuse fund, as presented.

11. Council Discussion and Concerns:

Tim Flaten addressed the COVID-19 pandemic and how to handle future council meetings. Mark Rahrlick stated meetings can be held electronically, where the meeting is managed by phone from the council chambers and a way the public has access to it (meeting). A conferencing system will need to be set up. Mark Rahrlick will forward Brad Potter more detailed statues on this procedure.

Lisa Karsten asks on the progress on hiring a set up crew. Brad Potter replied there hasn't been any applications. With the social distancing in effect, Lisa also asks about events booked at the community center; where most have been postponed and/or cancelled.

12. City Clerk Evaluation: Sheri Gregor opted for her evaluation to be open to the public. Brad Potter reported that on February 12, 2020, an email response from the clerk to Kurt Wolf was inappropriate and unprofessional. Brad Potter sent the clerk home for 2.75 days. Sheri Gregor responded that this issue has gone on since last July 2019, and in August 2019, the city council took the zoning board's recommendation to enforce the \$100 after-the-fact permit violation fine, but in December rescinded that decision. Mark suggests a couple council members sit down with Sheri Gregor and review the guidelines of the city clerk job description.


13. Adjournment: Motion by Tim Flaten, seconded by Lisa Karsten, and was carried unanimously to adjourn at 8:58 p.m..

14. Next Regular Meetings: Monday, April 6, 2020 and Monday, April 20, 2020 at 7 p.m..

Attest:



Sheri Gregor, City Clerk/ Treasurer



Tony Lindahl, Mayor