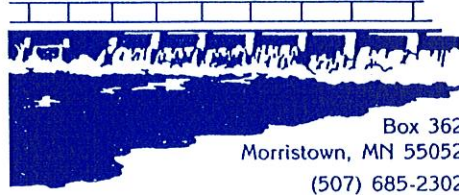


# City of Morristown

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 Monday, April 6, 2020 7:00 p.m.

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

**Council Absent:** Kathy Wolf

**Others Present:** City Attorney Mark Rahrick, City Administrator Brad Potter and City Clerk/Treasurer Sheri Gregor

1. **Call to Order:** Mayor Tony Lindahl called the regular meeting of the Morristown City Council to order on Monday, April 6, 2020 at 7:05 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:**

Motion by Lisa Karsten, seconded by Tim Flaten, and was carried unanimously to approve the agenda, with the additions of New Business G. Dam Beavers, Unfinished Business (in between C. and D.) Resolution 2020-10 and Resolution 2020-11, and pulling Consent Agenda items E. and F.

  - A. **Resolution Amending Resolution of March 18, 2020**

A corrected version of Resolution 2020 - 8 was presented to the council for clarification declaring an emergency. Motion by Tim Flaten, seconded by Lisa Karsten, and was carried unanimously to accept the amended Resolution 2020 - 9: Amending Resolution 2020-8, Declaring a Local State of Emergency in the City of Morristown, Minnesota.
4. **Comments and Suggestions from Citizens Present:**

Comments were received from Loren Dahle and Dale Dulas and others about having the city council prerecorded meetings televised on the Bevcomm cable channel and digitally streamed on the city website. This will be looked at especially due to the closed meetings, due to the Coronavirus pandemic.
5. **Consent Agenda:**
  - A. **Police Report –March 2020**
  - B. **Fire Department Report – March 2020**
  - C. **Public Works Report – March 2020**
  - D. **EDA Minutes – Meets Quarterly (No Meeting)**
  - E. **City Council Minutes – March 2, 2020 (pulled), March 16, 2020 and March 18, 2020**
  - F. **Zoning Board Minutes – February 20, 2020 (pulled)**
  - G. **Skywarn Report – No Report**
  - H. **Financial Report Month Ending – February 29, 2020 (Community Center Report, Cash Control Statement, Interim Report, Capital Reserve Balances)**

**5. Consent Agenda (cont.)**

Motion by Lisa Kasten, seconded by Tim Flaten, and was carried unanimously to approve the consent agenda minus E. and F., as mentioned by Brad.

**6. Unfinished Business:**

**A. Zoning Status Report** – Brad Potter sees conflicting property versus zoning city codes as to who is responsible for what. Tim Flaten would like to see a monthly listing of permits open and closed, including violations.

**B. 2018 Storm Damage Reimbursement Disaster Recovery Funding for September 20, 2018 Tornado Damage – Claim Payments** – The City of Morristown submitted a claim of \$52,166.56 for disaster relief. We received 75%, funded by the State on April 3, 2020, at the amount of \$39,121.17. Reimbursements were paid to Dahle Enterprises, Morristown Fire Department, Nick Morris, Nancy Morris, and Public Works Director Tim Minske's emergency compensation pay in 2019. Motion by Lisa Karsten, seconded by Tim Flaten, and was carried unanimously to pay the outstanding and submitted invoices owed totaling \$21,457.10.

**C. Assessment Policy Discussion and Implementation**

Motion by Lisa Karsten, seconded by Tim Flaten, and was carried unanimously to approve the new language in the city assessment policy, as presented with changes; including the revisions of page 14 corner lots if only improvements occur on one side of assessed at 50%, and page 15, with the additional language of, street rehabilitation - top layer or some portion thereof, per Mark Rahrack and Rich Revering, as revised on April 6, 2020.

Motion by Tim Flaten, seconded by Lisa Karsten, and was carried unanimously to approve Resolution 2020-10: A Resolution for Hearing on Proposed Assessment.

Motion by Lisa Karsten, seconded by Jake Golombeski, and was carried unanimously to approve Resolution 2020-11: A Resolution Declaring Cost to be Assessed and Ordering Preparation of Proposed Assessment.

**D. Office Assistant Position** – Three applications were submitted for the part-time office assistant position. Brad Potter will set up phone interviews, then possibly an in person meeting.

**E. Remote Water Meters** – Two bids were presented to the council for cellular water meters and the installation cost from Metering & Technology Solutions and Core and Main. Motion by Lisa Karsten, seconded by Jake Golombeski, and was carried unanimously to move forward with Metering & Technology Solutions with the bid of 300 meters at \$261 per meter with register and cell endpoint, installation cost \$2,000.00 plus \$65 per meter totaling \$99,800.00. At the time of meter installation, a sump pump inspection will also be done.

**7. New Business:**

**A. COVID-19 Updates** – The City of Morristown will continue to be under the state of emergency until removed by the Minnesota Governor Tim Walz. Until further notice, all events scheduled at the community center are either cancelled or postponed.

**7. New Business:**

**B. COVID-19 Staffing Levels** – The Public Works Department employees have been practicing social distancing. Tim Minske and Adam Schlie have designated separate duties between themselves and are working and driving separately. Tim and Adam are to prioritize and complete the essential operating tasks (water and sewer), then go home with pay. However, at their own discretion, they may stay and work if they feel comfortable to do so, remembering the public works department is on call, as to attend to any emergency that may arise. As the City Hall is closed until further notice, the City Clerk will attend to daily essential work in the office, then be allowed to work remotely from home. Motion by Lisa Karsten, seconded by Tim Flaten, and was carried unanimously to spend up to \$2,000.00 on any technology needed to set up the city clerk to work from home.

**C. Dog Licensing** – The MN stay at home order has cause the Faribault Veterinary Clinic and the City to cancel the Annual Animal Vaccination and Licensing Clinic, that was to be held on April 18, 2020. Flyers were ready to be mailed out, but we could foresee this event at risk of cancellation. Motion by Tim Flaten, seconded by Jake Golombeski, and was carried unanimously to extend the deadline to have your dog’s vaccinations up to date and to purchase dog tags to August 1, 2020, instead of April 30, 2020, and revisit at the appropriate time.

**D. City Administrator Report** – Brad Potter discussed city utility billings delinquencies and disconnection. Regarding the COVID-19 pandemic, Rice County would oversee any emergency management plan and the City of Morristown’s first point of contact person would be our Fire Chief Adam Uittenbogaard. The Dollar General has submitted an annexation petition, for review by the Morristown Township. Brad presented a chain of command organizational governing chart.

**E. Dam Beavers** – A resident reported a beaver has been gnawing a tree by the dam, which could cause a potential problem and do damage. Tim Flaten or Brad Potter will check on the probability of trapping this critter.

**8. Correspondence and Announcements:**

Jake Golombeski mentioned the National Guard/Armory is looking for building space to set up for outpatients, for non-associated Coronavirus patients. Jake thinks we should offer our community center.

Tim Flaten extends his thanks to the organizers and participants of the night of unity last Sunday, April 5, 2020. The display of vehicles in support of the cause was fantastic.

**9. Claims and Accounts:**

A./B. Current and Late Claims and Accounts – Motion by Lisa Karsten, seconded by Tim Flaten, and was carried unanimously to approve the April 6, 2020 current claims and accounts totaling \$25,116.92 from the general fund, \$3,244.87 from the fire department fund, \$5,724.94 from the water operations fund, \$6,608.46 from the waste water operations fund and \$46.67 from the refuse fund;

**9. Claims and Accounts:** (cont.)

A./B. Current and Late Claims and Accounts – and the late claims and accounts totaling \$11,131.68 from the general fund, \$77.42 from the fire department fund, \$457.27 from the water operations fund, \$2,269.74 from the wastewater operations fund, and \$4,645.87 from the refuse fund.

**10. Council Discussion and Concerns:**

Tim Flaten ask about utilizing the city’s small parcels of open space to have a residential community garden. Using city property for a dog park has also been a consideration. Brad Potter was asked to use our city website to survey any interest in these ventures.

Lisa Karsten would like to find another way to distribute the quarterly newsletter, due to the expense of the number of colored pages and number of copies printed. The 2020 quarterly newsletters are posted on the city website.

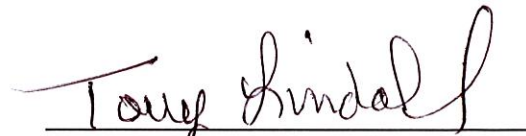
Tim Flaten would like to start, at meetings, taking a set of our ordinances to go through, making it a simple process of “Keep, Delete, Modify”. Then hold work sessions to address the list of modify ordinances to make changes.

A violation of Ordinance §152.75; Zoning Permits Required has occurred at 404 3rd Street S.E.. This issue will be placed on the April 20, 2020 council meeting agenda.

A notice of violations of Ordinance §92.19 and §92.20 are being delivered to 106 1st Street S.E..

**11. Adjournment:** Motion by Tim Flaten, seconded by Jake Golombeski, and was carried unanimously to adjourn at 9:40 p.m..

**12. Next Regular Meetings:** Monday, April 20, 2020, and May 4, 2020 at 7 p.m.

  
\_\_\_\_\_  
Tony Lindahl, Mayor

Attest:   
\_\_\_\_\_  
Sheri Gregor, City Clerk/ Treasurer