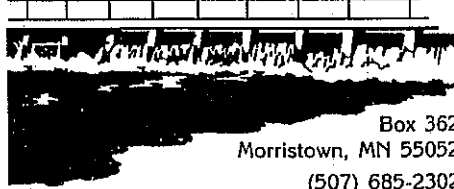


City of Morristown

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 Public Hearings and Regular Meeting Monday, May 6, 2019

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

Others Present: City Attorney Mark Rahrlick, City Engineer Rich Revering, Jack Schwichtenberg, Mike O'Rourke, Adam Uittenbogaard, Rice County Deputy Sheriff Justin Hunt, Kurt Wolf, Loren Dahle, Steve Nordmeier, Rick Vollbrecht, City Administrator Brad Potter and City Clerk/Treasurer Sheri Gregor

1. Mayor Tony Lindahl called the regular meeting of the Morristown City Council to order on Monday, May 6, 2019 at 7:00 p.m., in the Council Chambers, at 402 Division Street. S..
2. The Pledge of Allegiance was recited.
3. Additions/Corrections to Agenda:
Add as follows: 7. A. Study Resolution, 7. I. Spring Open Burning, 8. D. City Administrator's Report - Roland Moesler. Pull the Two Lakes Design Video Contract and the Letter of Intent Resignation from the Consent Agenda. Motion by Lisa Karsten, seconded by Kathy Wolf, and was carried unanimously to approve the corrected and amended Agenda.
4. Comments and Suggestions from Citizens Present:
Steve Nordmeier asked in case of inclement weather, could the American Legion Memorial Day Program be held in the Community Center on May 27, 2019. This was approved by the Council.
Loren Dahle asked about the upcoming zoning public hearing, on access drives; if a corner lot is allowed two drives for parking, regarding having an in-home business. Loren will attend the hearing.
5. Consent Agenda:
Motion by Lisa Karsten, seconded by Tim Flaten, and was carried unanimously to approve the Consent Agenda minus D. April 15, 2019 City Council Work Session Minutes, F. Skywarn Report, G. Two Lakes Design Video Contract and H. Zoning Board Letter of Resignation Intent.
Lisa Karsten noticed the clerk's signature was on the mayor's signature line of the work session draft.
Motion by Lisa Karsten, seconded by Tim Flaten, and was carried unanimously to approve the City Council's Work Session meeting minutes, with the signature correction, from April 15, 2019.
Tim Flaten wanted to inform the Council that the Skywarn weather station is down. The problem could be just a battery (to be replaced next week) issue. If not, a new station will need to be purchased, at the cost of \$949.00 before credit (for our weather station) is applied. Motion by Lisa Karsten, seconded by Kathy Wolf, and was carried unanimously to approve the Skywarn report. The Two Lakes Design Video was approved at the last council meeting. This item was on the Consent Agenda to be approved to sign the contract, which Mayor Lindahl signed. The zoning board resignation letter will be presented at the next council meeting.

6. Unfinished Business:

- A. Rich Revering, Bolton & Menk Engineer, spoke about the comprehensive street project process, including drainage tile, street repairs and street reconstruction. Some replacements also involve options of sewer and water renovation. The feasibility study will cost around \$10,000.00, of which the cost can be rolled over into the adjacent properties street assessments. The City's current assessment policy reads that 50% of street reconstruction and drainage may be assessed to the adjacent properties; following the Minnesota State 429 Statue guidelines. This matter will be brought back for discussion at the next council meeting. At that time, a decision will be made if to approve the resolution to order preparation on report on improvement.
- B. Park Improvements and City Lawn Spraying Service – Tim Flaten submitted bids for the improvements of the volleyball court and basketball court. The low bids were Met-Con's pricing of 96 – 8' green treated landscaping logs for \$461.76 and Witte Bros. for sand, 52 – 70 ton at \$3.50 per ton; \$182.00 – \$245.00 (donating the trucking fee). The volleyball court's labor will be volunteer/donated by the Dam Days volleyball committee. Also one dead tree was removed and the others trimmed as to not obstruct the volleyball court.

Public Hearing:

Motion by Tim Flaten, seconded by Lisa Karsten, and carried unanimously to close the regular meeting at 7:31 p.m. and open the public hearing.

- ** Amending Sections 152.295 through Section 152.335 of the City Code that addresses Administration; Enforcement, Fees, Violations, Duties, and Interpretations, Zoning Committee of the City's Zoning Ordinances.

Brad Potter spoke on continuing to clarify the amendment where the responsibilities fall be it the City Council or Zoning Board. After discussion, it was decided have the zoning board finalize their references at the Zoning Board's May 16th meeting. At their mid-month meeting, the Council will review the final draft for approval. A public hearing will be held on Monday, June 3, 2019 to present the amendments for public input.

Brad is also working with Justin Hunt on law enforcement of nuisance and possibly zoning related city ordinances and corrective actions.

- ** Amending the By-Laws of the Morristown Economic Development Authority in accordance with Minnesota State Statute 469.093.

Brad Potter explained the proposed resolution to amend the EDA (Economic Development Authority) by-laws to state the EDA five member committee to consist of a minimum of one but no more than two council members.

Motion by Lisa Karsten, second by Tim Flaten, and carried unanimously to close the public hearing at 7:42 p.m. and reopen the regular meeting.

Motion by Lisa Karsten, seconded by Tim Flaten, and was carried unanimously to approve Resolution 2019-16: Amending the City of Morristown EDA Policy.

- 6. B. (cont.) Motion by Lisa Karsten, seconded by Kathy Wolf, and was carried unanimously to approve Tim Flaten's recommendation for Met-Con for the lumber and Witte Bros for the sand to make the improvements of the volleyball court.

6. Unfinished Business: (cont.)

- B. (cont.) Tim Flaten quoted the only bid he received back was from LaCanne Paving to sweep, clean, fill cracks, spray a sealer coat and re-stripe the basketball court for \$1,500.00. Motion by Lisa Karsten, seconded by Kathy Wolf, and was carried unanimously to move forward with the improvements of the basketball court cost of \$1,500.00 for LaCanne Paving. Tim Flaten presented two bids for auto-locks on the baseball field restroom. Motion by Lisa Karsten, seconded by Kathy Wolf, and was carried unanimously to go with the \$1,885.00 Four Seasons of Owatonna for the time locks on the bathrooms at the baseball field, coming out of parks capital outlay funds. Tim Flaten offered the pricing of the two bids for city lawn spraying services, per application. After further review of these bids, a decision will be made at the Council's May 20, 2019 meeting. (The Morristown Baseball Assn. hires and pays for the fenced in baseball field maintenance.)
- C. Part-Time Public Works Operator – Motion by Lisa Karsten, seconded by Kathy Wolf, and was carried unanimously to approve Resolution 2019-13: Approving the Hire of Adam Schlie as a Part-Time Public Works Operator with his start date of April 20, 2019, up to 30 hours per week and with an hourly wage of \$22.00.
- D. Floor Maintenance – Brad Potter has three bids for the community center great hall floor maintenance. Without the bids being in total comparison, more information will be gotten as to select a company. (There is a procedure of number of wax coats to be applied and removed on an annual schedule.)
- E. Placing Resolution 2017-20: Procedure for Appointing a Person to Fill the Vacant Council Position – Motion by Lisa Karsten, seconded by Kathy Wolf, and was carried unanimously to approve Resolution 2019-17.
- F. Announcing to the City an opening on the City Council – Motion by Lisa Karsten, seconded by Tim Flaten, and was carried unanimously to post the council opening for one month, seeking applicants. The deadline to apply is June 10th, with an appointment to be made at the June 17th council meeting.
- G. Resolution 2019-14: Motion by Lisa Karsten, seconded by to approve Resolution 2019-14: Accepting the DNR Grant for a total of \$67,000.00 for the Centennial Park Playground Project. Adam Uittenbogaard has submitted a copy of the grant paperwork and submissions to the city clerk and reported that a final DNR inspection will be taking place.
- H. Resolution 2019-15: Motion by Lisa Karsten, seconded by Tim Flaten, and was carried unanimously to approve Resolution 2019-15: Accepting a Donation of \$5,000.00 from the Morristown Firemen's Relief designated to the Historical Society.
- I. Open Burning – Motion by Lisa Karsten, seconded by Kathy Wolf, and was carried unanimously to extend spring open burning through Tuesday, May 28, 2019.

7. New Business:

- A. City Hall/Community Center Landscaping – Nagel Sod & Nursery have renovated the building entrance landscaping, plants and shrubs. Nagel have donated over 2/3's of the cost with the city's share being \$1,000.00. The walkway pavement needs repair and Brad Potter will get bids, looking into concrete, paving or stamping.
- B. Dog Vaccination Clinic & Licensing – Tim Flaten reported that 73 dogs and eight cats were immunized at our vaccination clinic. At this time 103 dog licenses have been purchased.

7. New Business: (cont.)

C. Zoning Board – Public Hearings May 16, 2019 – Dwelling Restrictions and Access Drive

D. City Administrator's Report – Brad Potter is working with Bolton & Menk on a plan for the Mobile Home Community sewer utilities. There has been a couple of sewer backups in the MHC and these backups have been jetting through and pushed down the line directly to the WWTP. The agreement with MHC would acknowledge such occurrences, their discharge limit, possibly televising and cleaning. Baseball Assn members Dennis Schmidtke and Rick Vollbrecht, Mayor Tony Lindahl, Administrator Brad Potter and Council Member/Parks Commissioner Tim Flaten will meet Wednesday, May 8th to discuss the baseball field shared agreement with the WEM school district. The compost burn site signage is down. The sign needs to be reposted. We are still having problems with unauthorized dumping (persons not within the city limits). Brad and Adam Uittenbogaard are working on the Fire Department capital outlay budget and the 2020 contracts. Brad is working on the land use plan with the Zoning Board. Brad request the council hire Roland Moesler with a wage increase. Motion by Lisa Karsten, seconded by Kathy Wolf, and was carried unanimously to rehire Roland Moesler as a seasonal employee to mow city properties at \$13.50 an hour. City park signage will be discussed at the next meeting. Brad is starting work on a Wellhead Management Plan with the Minnesota Department of Health.

E. Jim Lundin's Employee Review – Brad Potter detailed his evaluation of Jim Lundin. No wage increase will be given at this time. Jim is to be properly informed that another review is slated for June 30, 2019, where required marked improvement needs to be shown and an employment decision will be made.

8. Correspondence and Announcements:

The 4-H Club has rescheduled planting in Centennial Park for May 25th, with May 26th being the back-up in case of rain date. The Morristown Feed Mill's application of historic places to be listed on the National Register is in Washington D.C. Word should be received if the Mill is accepted within the next 40 days.

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 current claims and accounts totaling \$53,966.01 from the general fund, \$2,384.44 from the fire department fund, \$403.57 from the water operations fund, \$2,938.02 from the waste water operations fund and \$3,643.86 from the refuse fund; for the late claims and accounts totaling \$2,965.85 from the general fund, \$352.10 from the fire department fund, \$970.30 from the water operations fund, \$1,450.50 from the waste water operations fund and \$4,348.22 from the refuse fund.

10. Council Discussion and Concerns:

Lisa Karsten will be attending the League of Minnesota Cities 2019 Annual Conference in Duluth.

11. Adjournment:

Motion by Lisa Karsten, seconded by Tim Flaten, and was carried unanimously to adjourn at 9:10 p.m..

12. Next Regular Meetings: Monday, May 20, 2019 and Monday, June 3, 2019 at 7p.m..

 Tony Lindahl, Mayor

Attest:

Sheri Gregor
 Sheri Gregor, City Clerk/ Treasurer