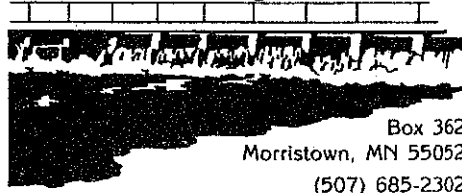


City of Morristown

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, May 21, 2018 7:00 P.M.

Present: Mayor Kurt Wolf, Council Members-Lisa Karsten, Kathy Wolf, Tim Flaten

Absent: Seth Prescher

Others Present: Linda Dahle, City Engineer Rich Revering, Public Works Director Tim Minske, City Administrator Brad Potter and City Clerk/Treasurer Sheri Gregor

1. The mid-month regular meeting of the Morristown City Council was called to order on Monday, May 21, 2018 at 7:02 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:

Lisa Karsten request to remove item Unfinished Business, E. Salaried Overtime/Emergency Pay. This item is specific to Tim Minske's job description that Lisa will work on with the city attorney and Brad Potter. When the position description needs approval, it will come before the Council. Motion by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to approve the Agenda for May 21st, deleting the one unfinished business item.

4. Comments and Suggestions from Citizens Present:

None.

5. Unfinished Business:

- A. Two vendors, submitting bids for a new Community Center floor scrubber gave demonstrations for the Council. The Council will make their decision, which to purchase, at the next Council meeting.
- B. The new City Administrator, Brad Potter, was introduced and welcomed. Motion by Lisa Karsten, seconded by Tim Flaten, and carried unanimously to announce that Brad Potter accepted the City Administrator position, with the start date of Wednesday, May 09, 2018.
- C. Motion by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to approve the March detailed breakdown sheet from the Sheriff's Department and the April complete summary and breakdown report, as presented.
- D. Kurt Wolf is referring the vendors of the IT Systems update over to Brad Potter, to gather the bids. Kurt informed Brad any IT input needed, he will be happy to give it.
- E. Removed Salaried Overtime/Emergency Pay
- F. Public Works backup compensation tabled until the June 18th Council meeting.

5. Unfinished Business:

- G. Motion by Tim Flaten, seconded by Kathy Wolf, and carried unanimously acknowledging that Kristine Strobel accepted the second part-time custodial position with the start date of Thursday, May 17, 2018. Tim Flaten amended his motion to include her wage of \$13.50 an hour, amendment carried.
- H. Troy Dunn submitted the Rice County Sheriff's Department Law Enforcement Services 5 Year Agreement, June 1, 2018 – May 31, 2023, for the Council's review. Brad Potter has a few general questions for Sheriff Dunn, regarding the day to day process. This item will be tabled until the Council's June 18, 2018 meeting.
- I. Motion by Lisa Karsten, seconded by Tim Flaten, and carried unanimously to approve Resolution 2018-8: A Resolution Ordering Preparation of Report on Improvement.
- J. Bolton & Menk submitted the requested feasibility report – Rich Revering sees now the extensive urgency to get this repair done. Rich thinks the metering facility repair is necessary, and at risk of rupture.
- K. Motion by Lisa Karsten, second by Tim Flaten, and carried unanimously to approve Resolution 2018-9: A Resolution Receiving Feasibility Report and Calling Hearing on Improvement. A public hearing will be held on June 18, 2018.
- L. Upon review, a motion was made by Lisa Karsten, seconded by Tim Flaten, and carried unanimously to approve the three recordable format Conditional Use Permit documents to be filed with the Rice County Recorder's Office.
- M. With removing the statement "The City Council reserves the right to allow free of charge, the use of the hall, if not rented", Lisa Karsten motioned, and Tim Flaten seconded, and was unanimously carried to approve the revised Community Center/ Government Room Rental Fee Waiving Policy.
- N. Brad Potter will get with Tim Minske, after Dam Days, go over what the Council discussed, at the Work Session, on options for a city dog park or designated area.
- O. At this time, the City will not put an ordinance in place; regulating the use of ATV/UTV's within the city limits. Be advised to follow the Minnesota Department of Natural Resources 2018 OHV Regulations. Booklets are available at City Hall.
- P. After some discussion, a motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to approve the revised Custodial and City Clerk/Treasurer job descriptions.

6. New Business:

- A. Motion by Tim Flaten, seconded by Kathy Wolf, and carried unanimously to approve the appointment of the 2018 Election Judges as stands: Co-Head Election Judges Brad Potter and Sheri Gregor; Election Judges Virginia Schmidtke, Jack Schwichtenberg, Nyla Wille and Diane Schmidtke;

6. New Business: (cont.)

- A. (cont.) including to pay mileage and wages to attend training, wages for Election Day hours, plus two meals per each judge (lunch and dinner) during the election. Tim Flaten amends his motion to include the wage of \$11.00 an hour; amendment carried.
- B. Motion by Tim Flaten, seconded by Kathy Wolf, and carried to lock in the date of October 21, 2018 and reserve the Community Center Hall for the Historical Society Open House. Abstained from voting was Lisa Karsten.
- C. Motion by Tim Flaten, seconded by Lisa Karsten, and carried unanimously to add City Administrator Brad Potter, to the authorized signers list; Sheri Gregor, Kurt Wolf and Lisa Karsten, on the Lake Country Community Bank City of Morristown Accounts.
- D. The Council accepts the Zoning Board's recommendation to amend the City code ordinance regulating what constitutes a buildable lot area and width. The City will be going through the process to amend Ordinance §152.094 and this is projected to be heard on July 02, 2018.

7. Correspondence and Announcements:

None.

8. Claims and Accounts:

- A. Motion by Lisa Karsten, second by Kathy Wolf, and carried unanimously to approve the May 21, 2018 Mid-Month Claims, correcting the brush pile claim off of the waste water account, totaling \$48,247.93 from the General Fund, \$315.15 from the Fire Department Fund, \$751.19 from the Water Operations Fund and \$4,131.98 from the Wastewater Operations Fund.

9. Council Discussion and Concerns:

None.

10. Adjournment:

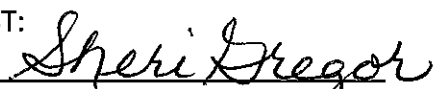
Motion by Lisa Karsten, second by Tim Flaten, and carried unanimously to adjourn.

Adjournment was at 9:28 p.m..

11. Next Regular Meetings: – Monday, June 04, 2018 and Monday, June 18, 2018


Kurt Wolf, Mayor

ATTEST:


Sheri Gregor, City Clerk/Treasurer