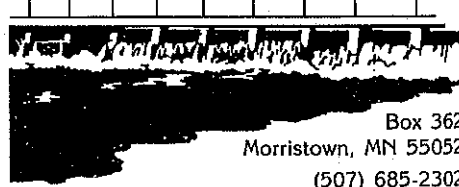


City of Morristown

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, July 16, 2018

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

Council Absent: Seth Prescher

Others Present: Public Works Director Tim Minske, Babe Nordmeier Field Playground Project Steve Nordmeier, Zoning Board Members Mike O'Rourke and Mark Morris, Commercial Club President Dan Morris, City Administrator Brad Potter and City Clerk/Treasurer Sheri Gregor

1. Mayor Kurt Wolf called the regular meeting of the Morristown City Council to order on Monday, July 16, 2018 at 7:05 p.m., in the Council Chambers, at 402 Division Street S.

2. The Pledge of Allegiance was recited.

3. Additions/Corrections to the Agenda:

Added to Unfinished Business is J. Community Center Fee Waiving Policy and to New Business G. Street Patching.

Motion by Tim Flaten, seconded by Kathy Wolf, and carried unanimously to accept the Agenda, with the additions.

4. Comments and Suggestions from Citizens Present:

Mike O'Rourke reported that the Drive-In Movie Night went well. Mike thanked Tim Minske for bringing over the safety/traffic cones and garbage cans.

5. Consent Agenda (Reports, Minutes and Finances):

Motion by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to approve the three items on the Consent Agenda.

6. Unfinished Business:

A. Brad Potter was working on getting fencing bids and Xcel Energy lighting for improvements out at the compost site. The property owner of the compost site land would rather sell the land before allowing permanent improvements. It was discussed on how to deter violators from using the site. Brad Potter will review the City's Rice County Yard Waste Agreement, speak with the County Board and will give a report when more information is available. Lisa Karsten wishes to appoint a Council Member to be in charge of the compost site.

B. One fence extension quote has been acquired from Caron Fence for the Babe Nordmeier Field. Per policy, a second quote will be pursued.

6. Unfinished Business: (cont.)

- C. With contracting Rice County Sheriff's Office, the Council needs to officially disband our local police department. Motion by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to approve Resolution 2018-11: A Resolution Disbanding The Morristown Police Department.
- D. Motion by Lisa Karsten, seconded by Tim Flaten, and carried unanimously to approve Resolution 2018-12: A Resolution Designating Brad Potter and Community-Fix As Acting City Administrator.
- E. Brad Potter informed the Council on his visit with the owner of 206 Bloomer Street W.; on his violation of Ordinance §92.21 Building Maintenance and Appearance. The owner has not complied with the ordinance nor responded to the many notices of mounting fines that have and continue to occur. Brad will urge the owner to attend the Zoning Board meeting on Thursday, July 19, 2018.
- F. With the resignation of Jesse Sanders, effective December 31, 2018, Brad Potter volunteered to serve as the Zoning Administrator. Brad will shadow Jesse for the remainder of the year. Motion by Lisa Karsten, seconded by Tim Flaten, and carried unanimously to appoint Brad Potter to take over as Zoning Administrator on January 1, 2019; on a six month trial period and revisit the position in June of 2019.
- G. Law enforcement continues to watch the Highway 60 intersections for passing on the right (shoulder). This is a major concern of the Council. Also mentioned was suspicious activity in the parking lots of the park and at the car wash.
- H. Bids were received to repair the Community Center door thresholds. Discussion was had that these repairs may only be a band-aid and not a permanent fix. Other bids for other options of repair will be acquired. Thresholds tabled to the next meeting.
- I. Concerns continue on street parking, where vehicles are parked on both sides of the narrow side streets. This may cause emergency vehicles not to have access of that roadway. Brad Potter will contact the manager of one residence, in particular, on 2nd Street S.W.
- J. The Community Center Fee Waiving Policy was revisited regarding the American Red Cross's usage of our facility, and if a community organization hosts a blood drive. The Council clarified the new policy states any and all non-profits be charged 50% of the rental fee.

- B. Brad Potter will issue a RFP (Request For Proposal) for backup snowplowing services, for the City, on the city website and a summary, of the RFP in the Lake Region Life newspaper. Sealed bids will be accepted until Wednesday, August 15, 2018 at 4:00 p.m..
- C. Brad Potter reviewed the City Services Survey responses. As of the deadline, the City received 37 replies. General comments looked good. The biggest concern was the condition of the roads; which were rated fair to poor.
- D. Brad Potter will sit down with department heads to begin the 2019 Proposed Budget. The Council will review general budget practices and receive an update on proposals.
- E. Dan Morris announced National Night Out (Night to Unite) is Tuesday, August 7, 2018, from 6 p.m. to 8 p.m., in Centennial Park. The Fire Department will provide the hot dogs; the SAL (Sons of the American Legion) provides the potato chips, baked beans, plates and the cone ice; and the Commercial Club provides the root beer/ice cream floats. The Commercial Club requests the City Council presence, wearing name badges so the public can identify them.
Motion by Kurt Wolf, seconded by Kathy Wolf, and carried unanimously to reimburse the Commercial Club \$100.00 for the bug spray; used to spray for mosquitos before the two drive-in movie nights and the National Night Out.
- F. Questions have been raise on the difference between the produce stand permit application/permit issuance process and the farmer's market. Zoning Board members Mike O'Rourke and Mark Morris highlighted the reasons for last year's decision to create this process; which protects the produce stand and enforces the City Code.
- G. Brad Potter and Tim Minske laid out a plan identifying four to five street areas which are in the most need of asphalt repair. The Public Works team would do the prep work, and then hire out the paving. The estimated cost is \$20,000 to \$30,000. With the Council's permission to go ahead, Brad, Seth Prescher and Tim will continue planning and implementing the repair project; keeping the Council informed.

8. Correspondence and Announcements:

The "Affidavits of Candidacy" filing period for City Offices, up for election, on Tuesday, November 6, 2018, is from Tuesday, July 31, 2018 8:00 a.m. to Tuesday, August 14, 2018 5:00 p.m.. The City Council will hold a Public Hearing on Monday, August 6, 2018 at 7:30 p.m. to accept public comment on deleting Business Regulations Chapter 113: Amusements. The Morristown Fire Department received a grain bin rescue equipment grant from CenterPoint Energy for \$2,000.00.

9. Claims and Accounts:

Motion by Tim Flaten, seconded by Kathy Wolf, and carried unanimously approving to pay the revised check numbered July 16, 2018 Mid-Month Claims and Accounts totaling \$8,987.11 from the General Fund, \$797.54 from the Water Operations Fund, \$37,673.29 from the Wastewater Operations Fund and \$4,218.22 from the Refuse Fund.

10. Council Discussion and Concerns:

None

11. Adjournment:

Motion by Tim Flaten, second by Kathy Wolf, and carried unanimously to adjourn.

Adjournment was at 9:27 p.m..

12. Next Regular Meetings: Monday, August 06, 2018 and Monday, August 20, 2018

Kurt Wolf, Mayor

ATTEST:



Sheri Gregor, City Clerk/Treasurer

DRAFT