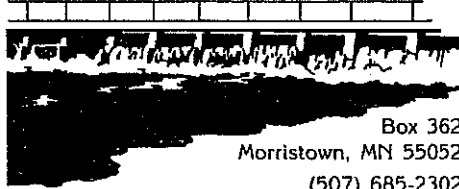


City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

Best Little Town By A "Dam Site"



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Morristown, MN 55052

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MORRISTOWN CITY COUNCIL MEETING MINUTES **Regular Meeting 7:00 p.m. Monday, August 3, 2020**

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

Council Absent: Jake Golombeski

Others Present: City Attorney Mark Rahrick, Adam Uittenbogaard, Troy Dahle, Dave Walz, Mike Schumacher, Jack Schwichtenberg, Steve Nordmeier, Val Kruger, Robin Leavens, Sheriff Troy Dunn, Roland Moesler, Renee Gunderson, John Ankrum, Tyler Velzke, Ryan Schiell, Loren Dahle, Leon Gregor, Gary Anderson, Jim Schreffler, Lisa Ingebrand, Ralph Barney, Ryan Schiell, Public Works Director Tim Minske, City Administrator Michael Mueller and City Clerk/Treasurer Sheri Gregor

1. **Call to Order** – Assistant Mayor Tim Flaten called the regular meeting of the Morristown City Council to order on Monday, August 3, 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 O. City Clerk Follow Up Performance Evaluation, New Business H. CARES and I. City Water Billing. Motion by Lisa Karsten, seconded by Kathy Wolf, and was carried unanimously to approve the agenda with the three additions.
4. **Comments and Suggestions from Citizens Present:** Loren Dahle is concerned about the school not using a significant amount of water since March. He feels a water sample should be taken for bacteria. Tim Minske stated the school is working on the water and sprinkler system. Roland Moesler spoke about violations on a neighboring property. Roland discussed overgrown weeds, tall grass and compost that is attracting raccoons. Roland was concerned that the property is burning refuse within 5 feet from his shed. Roland continued discussing 12" diameter logs in the front easement which he feels interferes with snowplowing. Roland was told to call the sheriff's office next time there is a burn in progress and the complaint committee will revisit the property.
5. **Consent Agenda:**
 - A. **Police Report – July 2020**
 - B. **Fire Department Report – July 2020**
 - C. **Public Works Report – July 2020**
 - D. **City Council Meeting Minutes – July 20, 2020**

5. Consent Agenda: (cont.)

E. Financial Reports Month Ending – June 30, 2020 (Community Center Report, Cash Control Statement, Interim Report, Capital Reserve Balances)

The public works report was pulled and the July 20, 2020 city council meeting minutes pulled until the August 17, 2020 meeting. Motion by Lisa Karsten, seconded by Kathy Wolf, and was carried unanimously to approve the consent agenda, minus the public works report and the council minutes.

Public Works Report – Tim Minske praised Adam Schlie on his performance over the weekend at the sewer treatment plant during the 6" rainfall. Tim thanked Adam Uittenbogaard and Troy Dahle for stopping down multiple times seeing if Adam needed any help. Tim expressed his disappointment that while he was gone, no council checked with Adam on how things were going, but one council questioned why Adam was even at the treatment plant. Tim reported while pushing back the compost brush pile, he hit metal truck rim that doesn't belong there was \$2,000.00 damage to the skid loader door DNR was called by a resident reporting tires, garbage and wood was also in the brush pile, which is illegal. Tim planned on burning the brush pile on August 4th, but now must find illegally dumped items and remove them. Motion by Lisa Karsten, seconded by Tim Flaten, and was carried unanimously to approve the public works report.

6. Unfinished Business:

- A. New Part – Time City Administrator – Michael Mueller** – The new part-time city administrator was introduced to the council and citizens. Michael's recorded his hours (24 - 30) which will be taken from the general fund.
- B. Dahle Enterprises – Submit 2019 Street Project Additional Cost** – Troy Dahle submitted an extra \$2,994.40 for the extra copper for tree roots and PVC pipe for road crossings used, minus \$3,500.00 for 35 underdrain 2" sump connections that were decided to not install. Lisa Karsten said Dahle Enterprises was directed by an individual city official to dig down the extra 2' where that decision should have been made with a change order and by the council has a whole. Lisa stated it is a big deal that now that Dahle Enterprises is eating \$70,000.00. Dahle Enterprises' total invoice for the drainage work done in June is \$70,501.40. Motion by Lisa Karsten, seconded by Tim Flaten, and was carried unanimously to pay Dahle Enterprises the revised invoice amount as presented.
- C. Chad Wendel – 412 Sidney Street W. – Setback Violation** – Brad Potter, not in attendance, reported that the utility shed side corner property line was at 7 feet and must have a 20-foot set back. Brad Potter is to forward the information to the city administrator as to where he is at with the administrative fines and the process is to be continued.
- D. Tina Varness – 105 2nd Street S.E. – Deadline August 17, 2020** – Brad Potter, not in attendance, reported a letter was sent to the property owner regarding needing to obtain a new permit and completing the work by the deadline. No document was furnished to determine that Timm's are contracted to install the footings in August at 105 2nd Street S.E., and the footings will meet the state engineered requirements.

6. Unfinished Business: (cont.)

- E. Gordy Adams – 106 1st St. S.E.** – As some improvement has been made, Michael Mueller is to send a letter to encourage the tenant and owner to stay in compliance with the number of vehicles allowed at the property. The previous administrative fines have not been paid by the owner or tenant. Brad Potter stated he will forward the administrative fine information to our city attorney.
- F. Ordinance 2020-4 Draft – An Ordinance Relating to Parking of Commercial Vehicles –** Mark Rahrlick will make time frame changes consistent in the draft, then with the final form a public hearing will be scheduled for further review. Motion by Lisa Karsten, seconded by Kathy Wolf, and was carried unanimously to hold a public hearing on August 17, 2020.
- G. Second Water Meters** – Questions were raised on how to handle the situation involving properties that do not want to replace their second water meter causing replumbing issues. The debate between allowing self-reporting of original second meters and changing over to all newest cellular technology as planned. The city has the right to meter water and update as needed, therefore property owners that will not allow the city to change out their primary meter will receive notice that their water will be disconnected. Once all the meters are changed out, letters will be sent asking if the property owners want the outdoor box meter removed by the city, remove it themselves or leave it attached to the house. Property owners who had a new second water meter installed will receive a bill for a total of \$327.00, which is the cost of the meter and installation. The bill will be due by October 1, 2020 or will be assessed to their 2021 property taxes.
- H. City Parcel on 3rd Street S.E.** – This area was originally kept for possible future road development. This item will be tabled until the interested party wanting to purchase this land, with an easement and maintenance agreement, attends a council meeting.
- I. Parking on Grass (“No Parking” 1st St. S.E.) Ordinance Draft** – The council reviewed ordinance draft deleting city code §92.19 (B)(3)(b) allowed 1st Street S.E. residents to park on their grass on was reviewed. Motion by Lisa Karsten, seconded by Tim Flaten, and was carried unanimously to hold a public hearing on adopting this revision.
- J. City Utility Written Agreement with 105 1st St. S.E.** – Mark Rahrlick will work with Michael Mueller on the delinquent utility account agreement that reads clear and correct. Motion by Lisa Karsten, seconded by Tim Flaten, and was carried unanimously to authorize Michael Mueller to sign the utility bill payment agreement.
- K. 209 Tower Circle – Overgrown Grass Violation Update** – The beneficiaries of the property have hired someone to care for the yard.
- L. Annual Animal Vaccination Clinic – Faribault Veterinary Clinic** – With the COVID-19 pandemic still a major issue, there will not be an animal vaccination clinic held this fall. Citizens are encouraged to bring proof of your dog(s) up to date rabies and distemper vaccinations and come to the administration office to purchase their \$5.00 dog licenses. We will contact dog owners to remind them of the need to immunize your pet and a notice will also be in the next newsletter.
- M. 2020 Street Project – Main Street W/ 2nd St. S.W.** – The next street improvement is projected to be under construction in 2021.

6. **Unfinished Business:** (cont.)

N. **Community Hall Set Up and Tear Down Posting** – City Administrator Michael Mueller will post the part-time on-call event set up and tear down position.

O. **City Clerk Follow Up Performance Evaluation** – Brad Potter and Tony Lindahl met and discussed the concerns. Brad will email Tony something to go forward.

7. **New Business:**

A. **Parcel 20.27.1.75.002 – Jenna and Caleb Wittman** – The Wittman's are interested in purchasing a parcel of land for sale within the city limits. They were to attend the council meeting to discuss their plan if they were to purchase the property and wanted to know about the possibility of city hookup or be allowed a well and septic. Mark Rahrlick states the city is not required to extend water mains. The expense would be on the property owner.

B. **IRIS – Infants Remembered In Silence – International Pregnancy and Infant Loss Remembrance Day–October 15, 2020 7-8pm** – We will ask Mike O'Rourke and Mark Morris to light the community center with pink and blue lights, as they have in the past, on October 15, 2020 from 7p.m. to 8 p.m.. Motion by Tim Flaten, seconded by Lisa Karsten, and was carried unanimously to observe IRIS.

C. **Morristown Fire Relief Assn. – Annual Audit Review** – Leon Gregor gave the required annual audit report on the Morristown Fire Relief Association. These funds that can only be used for firemen's retirement payout. Including state aid, city contribution, investments, interest and checking account funds their assets at the end of 2019 is \$1,394,985.00. After liability they have a surplus of \$379,000.00. After the fire department board of directors meet, Leon will return (in October) with a benefit increase amount to request approval from the city council. Motion by Lisa Karsten, seconded by Tim Flaten, and was carried unanimously to permit the city clerk to sign the forms presented to the council to be filed with the State and accept the report as presented.

D. **July Delinquent City Utility Services Accounts** – The city has 20 utility customers that are behind on their water payment this month. They will be receiving notification from the city administrator that they are responsible for the amount and late fees will continue to incur until they become current. The list will be presented at the next meeting.

E. **Bank Account Authorization – Add New City Administrator** – Motion by Tim Flaten, seconded by Lisa Karsten, and carried unanimously to remove Brad Potter from the Lake Country Community Bank checking and money market accounts and add the new city administrator Michael Mueller.

F. **Water Utility Replumbing** – Wendy Velzke submitted a Connors' replumbing bill as she was told the city would cover it. Tim Minske will speak with Wendy to resolve the situation.

G. **Combining Parcels** – Val and Sue Kruger have purchased 23 Franklin St. E., parcel 20.23.3.51.027. They would like to combine this parcel with their 203 1st St. N.E. parcel 20.23.3.51.028. The current primary structure on Franklin Street will be demolished with the garage to remain. Motion by Lisa Karsten, seconded by Kathy Wolf, and was carried unanimously to approve Val and Sue Kruger to combine the parcels. Motion by Lisa Karsten, seconded by Tim Flaten, and was carried unanimously to rescind the previous motion.

Motion by Lisa Karsten, seconded by Tim Flaten, and was carried unanimously to approve the parcel combination pending a public hearing will be scheduled for Tuesday, September 8,

2020 to determine whether any neighbors have any issues to the parcel combination.

Morristown City Council Meeting Minutes

Monday, August 3, 2020

7. New Business: (cont.)

I. **City Water Bill** – There was a discrepancy on the water only city utility bill at 200 Sidney Street E. in March 2020. The usage is to be reviewed and the city will reimburse the property owner for the difference.

8. Correspondence and Announcements: National Night Out will be held Tuesday, August 4, 2020 from 6:00 p.m. to 8 p.m. at the Babe Nordmeier Field.

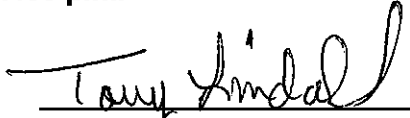
9. Claims and Accounts:

A. Current and Late Claims and Accounts: – Motion by Lisa Karsten, seconded by Tim Flaten, and was carried unanimously to approve the August 3, 2020 current claims and accounts totaling \$173,083.59 from the general fund, \$1,318.29 from the fire department fund, \$19,475.00 from the fire hall bond project debt fund, \$4,040.35 from the water operations funds, \$2,143.13 from the waste water operations fund; and the late claims and accounts totaling \$1,056.82 from the general fund, \$629.54 from the fire department fund, \$35.00 from the water operations fund, and \$278.31 from the wastewater operations fund, and \$35.00 from the refuse fund.

10. Council Discussion and Concerns: None

11. Adjournment: Motion by Lisa Karsten, seconded by Kathy Wolf, and was carried unanimously to adjourn the city council meeting at 9:20 p.m.

12. Next Regular Meeting: Monday, August 17, 2020 – 7:00 p.m.



Tony Lirdahl, Mayor

Attest: 

Sheri Gregor, City Clerk/ Treasurer