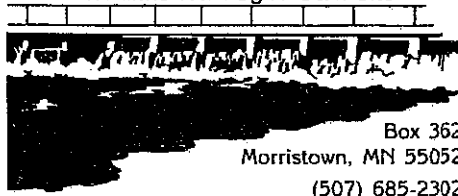


# City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

*Best Little Town By A "Dam Site"*



## MORRISTOWN CITY COUNCIL MEETING MINUTES

**Regular Meeting 7:00 p.m. Monday, September 8, 2020, Public Hearing 7:15 p.m. and 7:30 p.m.**

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

**Others Present:** Adam Uittenbogaard, Steve Nordmeier, Jack Schwichtenberg, Tyler Velzke, Loren Dahle, Roland Moesler, Terry Schweich, Jay Schneider, Danny Morris, Linda Murphy, Ralph Barney, John Ankrum, Jim Scheffler, Jim Lonergan, Skylar Gregor, Ryan Schiell, Tyler Velzke, Jacob Duncan, Office Assistant Tasia Voegele, Public Works Director Tim Minske, City Administrator Michael Mueller and City Clerk/Treasurer Sheri Gregor, Leon Gregor, Melanie Hopman, Robin Leaves

1. **Call to Order** – Assistant Mayor Tim Flaten called the regular meeting of the Morristown City Council to order on Monday, September 8, 2020 at 7:00 p.m., in the Community Center great hall, at 402 Division Street.
2. **Pledge of Allegiance** – The Pledge of Allegiance was recited.
3. **Additions/Corrections to Agenda** – City Council meeting minutes for August 3, 2020 and August 17, 2020 were tabled. Pulling item J off unfinished business, Complaint Committee- 307 Thruen Street, and adding item G under new business, rename Complaint Committee. Motion by Lisa Karsten, seconded by Kathy Wolf, and was carried unanimously to approve the agenda, with the corrections/ additions listed.
4. **Comments and Suggestions from Citizens Present:** - None
5. **Consent Agenda:**
  - A. **Police Report – August 2020**
  - B. **Fire Department Report – August 2020**
  - C. **Public Works Report – August 2020**
  - D. **City Council Meeting Minutes – August 3, 2020 and August 17, 2020**
  - E. **Financial Reports Month Ending – July 31, 2020 (Community Center Report, Cash Control Statement, Interim Report, Capital Reserve Balances)**

The fire department report was pulled. Motioned by Lisa Karsten, seconded by Jake Golombeski, and was carried unanimously to approve the consent agenda minus City Council Meeting Minutes, August 3, 2020 and August 17, 2020 and minus the fire department report. Michael Mueller presented the fire department report asking City Council to assess the property for 3 unpaid bills from 2019 and the purchase for new equipment. Motioned by Lisa Karsten, seconded by Kathy Wolf, and was carried unanimously to approve the City to assess the 3 unpaid fire bills to the 2021 property taxes. Motioned by Lisa Karsten, seconded by Kathy Wolf, and was carried unanimously to approve the purchase of a Swiftwater rescue boat for \$4,500. Motioned by Lisa Karsten, seconded by Kathy Wolf, and was carried unanimously to approve the purchase of a new rescue squad for \$260,000. Motioned by Lisa Karsten, seconded by Kathy Wolf, and was carried unanimously to approve the fire department report for August.

## **6. Unfinished Business:**

- A. Dahle Enterprises – Submit 2019 Street Project Additional Cost** – Lisa Karsten would like Troy Dahle to inform the City or Michael Mueller on the cost for the change in the 2019 street project.
- B. Tina Varness – 105 2nd Street S.E. Update** – Tina paid her \$50 zoning permit, and the footings were installed. Michael Mueller will confirm if the footings were installed per our requirements.
- C. Gordy Adams – 106 1st St. S.E. Update** - Michael Mueller is working on getting Gordy Adams and the homeowner to sign a contract to pay the administrative fines. If the contract fails, the plan would be assessing the property.

Motion by Lisa Karsten, seconded by Kathy Wolf, and was carried unanimously to close the regular meeting and open the public hearing at 7:15 p.m.

### **PUBLIC HEARING – 7:15 P.M. Combining Parcels – Val/Sue Kruger 203 1st St. N.E. & 23 Franklin St. E.**

There was no discussion, comments, or concerns present. Motion by Lisa Karsten, seconded by Kathy Wolf, and was carried unanimously to close the public hearing and re-open the regular meeting at 7:16 p.m.

- G. Combining Parcels 20.23.3.51.028 and 20.23.3.51.027-** Motioned by Lisa Karsten, seconded by Kathy Wolf, and was carried unanimously to approve the combining of parcels at 203 1<sup>st</sup> St. N.E. and 23 Franklin St. E, pending the approval of a property/ administrative survey.
- D. City Clerk Evaluation-** Michael Mueller discussed some concerns about the performance of Sheri Gregor, such as organization, unauthorized overtime, training the office assistant, violating the law, and professionalism in the workplace. Lisa Karsten asked the Council if a performance improvement plan would help the Clerk to improve, Tim Flaten responded that it would not work. No other comments from the Council. Motioned by Lisa Karsten, seconded by Tim Flaten, to immediately terminate the City Clerk. Opposed was Tony Lindahl, Jake Golombeski, and Kathy Wolf. Vote was 3-2 against; motion failed.

Motion by Tim Flaten, seconded by Jake Golombeski, and was carried unanimously to close the regular meeting and open the public hearing at 7:40 p.m.

### **PUBLIC HEARING – 7:30 P.M. Commercial Vehicles in Residential Districts**

There were 59 petitions presented. Lisa Karsten stated that the rest of the citizens of Morristown, 940 people, did not express if they are against or in favor of it. There was door knocking and it was in the newspaper, it was known, and most did not express their opinion. Motion by Lisa Karsten, seconded by Tim Flaten, and was carried unanimously to close the public hearing and re-open the regular meeting at 8:19 p.m.

- I. Ordinance 2020-4 – Allowing Commercial Vehicles to Park in Residential Districts- Relating to Parking of Commercial Vehicles – Deleting §152.205 Home Occupation Paragraph (B)(14) and to Allow Commercial Vehicles and Semi-Tractors /Trucks to Park in Residential District** - Motioned by Lisa Karsten, seconded by Kathy Wolf, and was carried unanimously to approve Ordinance 2020-4, with the addition of administrative fines if there are violators outside the perimeters of the ordinance.
- E. Parking on Grass (“No Parking” 1st St. S.E.) Ordinance Draft-** Motioned by Lisa Karsten, seconded by Tim Flaten, and was carried unanimously to approve the draft and schedule a public hearing for October 5, 2020.
- F. City Parks – Grass Parking** – Lisa Karsten had concerns at the last Council meeting about parking on the grass. There does not need to be a vote, because our ordinance §90.21 will be able to correct any behavior to not drive on the grass in our city park.
- H. Second Water Meters** – We have customers that have not agreed to replace their water only meters with the new cellular upgrade. The contract for the water meter replacement has been completed, and the City will be replacing the water meters from now on. The City will write a letter stating either they have their plumbing redone to exclude the second meter or consent to have the new cellular reading meter installed at \$327.00; or the City has the right to disconnect their utilities, with a deadline of October 1, 2020.
- K. Pollinator Garden** –Mark Rahrick is still working on the pollinator garden draft, the requirements, but

will have it completed by the next council meeting.

- L. Office Assistant Increase Hours** – Tasia Voegele requested to work two days a week. Michael Mueller informed the City Council that increasing Tasia's hours would be beneficial to help Sheri complete her job and help Tasia better learn from Sheri by being in the office more. Motioned by Tim Flaten, seconded by Lisa Karsten, and was carried unanimously to approve Tasia to work 2 days a week, starting in two weeks.
- M. Zoning Board Recommendation** – Current Ordinance Chapter 91: §91.04 Animals, prohibits farm animals within the city limits. The Zoning Board recommended the City Council to review a Chickens Ordinance Draft that would allow chickens within Morristown. Motioned by Tim Flaten, seconded by Jake Golombeski, and was carried unanimously to approve a public hearing to allow chickens in Morristown on October 19, 2020.
- N. Zoning Board Posting** – The Zoning Board requested a posting to be put online for any interested applicants for future openings. There is currently no opening, but the idea was to get a list in case there becomes an open committee seat(s).
- O. Custodian Wages** – Michael Mueller requested a \$0.09 hourly increase for Jim Lundin, to match John Arkham, at \$14.00. John Arkham was hired for strictly set up/teardown for events, but Michael Mueller thought John Arkham could help with custodial duties if Jim Lundin needed any time off. Motioned by Tim Flaten, seconded by Lisa Karsten, and was carried unanimously to approve Jim Lundin a \$0.09 hourly raise.

## **7. New Business**

- A. Zoning Board Master Fee Schedule Recommendation** – Motioned by Tim Flaten, seconded by Lisa Karsten, and was carried unanimously to approve to update the master fee schedule to add charges for moving mobile homes in Morristown, \$250 single wide and \$400 double wide.
- B. Master Fee Schedule Recommendation** – Motioned by Tim Flaten, seconded by Kathy Wolf, and was carried unanimously to approve to update the master fee schedule adding golf cart license, \$10.00 yearly fee.
- C. City Administrator Increase Hours** – Michael Mueller requested to work full time, as there is enough money in the city administrator budget. Michael Mueller waived benefits to cut the costs down for the City. Motioned by Tim Flaten, seconded by Lisa Karsten, and was carried unanimously to approve Michael Mueller to work full time, 40 hours a week, as needed.
- D. 2020 CARES Act County Election Administration Grant Municipality Agreement** – Motioned by Tim Flaten, seconded by Lisa Karsten, and was carried unanimously to approve Michael Mueller to sign the agreement to allow Rice County to keep the City of Morristown's election grant, as Rice County will purchase their PPE for them.
- E. City Administrator's Report** – Michael Mueller is working on a 2020 Personnel Policy and to convert vacation/sick time into PTO. Michael Mueller is looking into bids for card access for the Community Center and the Fire Department. The dam walkway/footbridge will need to be replaced and he will investigate further into the cost for replacement, but the footbridge is owned by the City and our responsibility. Michael Mueller is working with Rice County to dispose of the illegally dumped items at the compost site. Mueller continued, informing the City Council that Rice County received more CARES money and he will spread the word to businesses in Morristown that was affected by COVID-19 to apply for the grant.
- F. Public Works Operator One Year Performance Review** – Adam Schlie requested his performance review to be open. It was discussed that Adam has been doing well. However, the performance review was not in the packet for the City Council to review and was tabled for further discussion for the next meeting.

**G. Rename Complaint Committee-** Michael Mueller requested the City Council to rename the Complaint Committee to Solutions Task Force, to be more proactive. Motioned by Tim Flaten, seconded by Lisa Karsten, and was carried unanimously to approve to rename the Complaint Committee to Solutions Task Force.

**8. Correspondence and Announcements:** None

**9. Claims and Accounts:**

**A.** Motion by Lisa Karsten, seconded by Kathy Wolf, and was carried unanimously to approve the September 8, 2020 current claims and accounts totaling \$25,717.07 from the general fund, \$17,394.76 from the fire department fund, \$12,827.34 from the water operations funds, \$20,240.53 from the waste water operations fund.

**10. Council Discussion and Concerns:** Tim Flaten was concerned about the City Clerk's performance and what the plan was for the City Council to improve those deficiencies. Tim Flaten stated that there needs to be a line drawn in the sand, a performance improvement plan, that is clear on what will and will not be tolerated. Michael Mueller will present a performance improvement plan for the City Clerk at the next council meeting.

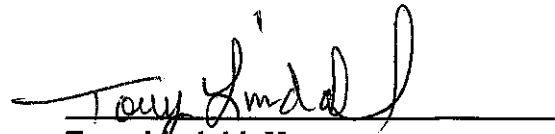
**11. Adjournment:** Motion by Tim Flaten, seconded by Jake Golombeski, and was carried unanimously to adjourn at 9:53 p.m..

**12. Next Regular Meeting:** Monday, September 21, 2020 – 7:00 p.m.

Attest:



Michael Mueller, City Administrator

  
Tony Lindahl, Mayor