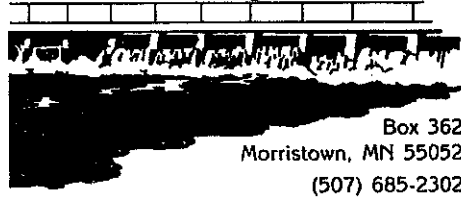


City of Morrystown

IN SOUTHERN MINNESOTA LAKES REGION

Best Little Town By A "Dam Site"



Box 362
Morrystown, MN 55052
(507) 685-2302

MORRISTOWN CITY COUNCIL MEETING MINUTES Regular Mid-Month Meeting - Monday, December 16, 2019

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

Others Present: City Engineer Rich Revering, Skylar Gregor, Chris Anderson, Mark Morris, Mike O'Rourke, Public Works Director Tim Minske, Public Works Operator Adam Schlie, City Administrator Brad Potter and City Clerk/Treasurer Sheri Gregor

1. **Call to Order** Mayor Tony Lindahl called the mid-month meeting of the Morrystown City Council to order on Monday, December 16, 2019 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** Motion by Lisa Karsten, seconded by Tim Flaten, and was carried unanimously to approve the agenda with two additions; adding to Unfinished Business A. Ordinance/Policy Enforcement and to New Business G. 2020 Federal Holidays.
4. **Comments and Suggestions from Citizens Present** – None
5. **Consent Agenda**
 - A. **City Council Meeting Minutes – December 2, 2019** – Motion by Lisa Karsten, seconded by Kathy Wolf, and was carried unanimously to approve the City Council meeting minutes from December 2, 2019, after correcting two spelling errors.
6. **Unfinished Business**
 - A. **Zoning Administrative Fines – 404 3rd St. S.E. and 402 Washington St. E.** – At the last council meeting, a motion died to approve Resolution 2019-35 Assessment of Administrative Fines. The council approved to fine the above-mentioned properties at their August 19, 2019 meeting. Due to non-payment, the fines are to be assessed to their property taxes. Tim Flaten presented ten pages of policies and procedures/ordinances he feels the city does not follow, if we were to adhere strictly to policies. One of these was Ordinance 92.01 H. stating the city clerk must list on or before October 31 the unpaid charges to be assessed. After a long debate, these ordinances will be examined at another time, and a new resolution for these assessments to be collectable in 2021 will be on the January 6, 2020 agenda.
 - B. **Resolution 2019- 37: A Resolution Adopting the Final 2019 Property Tax Levy, Collectible in 2020 and the Final Budget for 2020** – Motion by Tim Flaten, seconded by Lisa Karsten, and was carried unanimously to adopt Resolution 2019-37. This resolution approves a 3% tax levy for a budget of \$408,017.00.
 - C. **City of Morrystown Personnel Policy Revision** – Brad Potter's focus at this time is on employee's possible compensation time in lieu of overtime, vacation and sick time to be combined as PTO (paid time off), allotment of carryover hours, and payouts. This item will be brought back to the January 6, 2020 meeting.
7. **New Business**
 - A. **Archambault Bros. Disposal Franchise Agreement** – This item is tabled to the January 6, 2020 meeting, so the council has time to review the revised agreement.

7. New Business (cont.)

- B. Prioritized Worksheet Discussion** – Brad Potter has asked the Council to prioritize what issues are the most immediate threat to the health, safety and welfare to the public and in the order to be addressed.
- C. 2020 Water, Sewer, and Garbage Rates Review** – It is the likelihood that the city utility services rates need to be slightly increased. This will be determined during the January 6, 2020 meeting; as the 2020 master fee schedule is announced.
- D. Wastewater Treatment Plant – Minor Improvements** – There are certain components at the plant that need to be replaced and/or added. Such parts are electrical panels, pump(s), cameras, and a standby lift station generator. A list with the approximate cost and eventually bids will be presented in January. The riverbanks are eroding due to the high water levels over the last couple years, and the river has changed its course. This has caused the WWTP discharge pipe to extend 25' out into the river (compared to previously 4'). Brad and Tim Minske will work with the MPCA and the DNR on a solution to shorten the pipe and add rip rap.
- E. Resolution 2019-40: A Resolution Designating A Polling Place** – Motion by Tim Flaten, seconded by Lisa Karsten, and was carried unanimously to approve Resolution 2019-40, designating the Morristown Community Center, 402 Division Street South, Morristown, Minnesota, as our election polling place.
- F. City Administrator Report** – Brad Potter would like to subcontract out the setup and tear down for events in the Community Center. Brad mentioned attending a meeting with LeSueur and Rice Counties on the Cannon River Watershed Plan. Jake Golombeski spoke about the possibility of the DNR removing Schmidtke's Dam. In late January, the drainage ditch channel, west of Division Street S. to Lawrence Street, will be dredged out. Brad is planning on creating a shared 2020 calendar among the staff and council.
- G. 2020 Federal Holidays** – Motion by Lisa Karsten, seconded by Kathy Wolf, and was carried unanimously to change three 2020 city council meeting dates; from Monday, January 20th (Martin Luther King, Jr. Day) to Tuesday, January 21st; Monday, February 17th (President's Day) to Tuesday, February 18th; and Monday, September 7th (Labor Day) to Tuesday, September 8th.

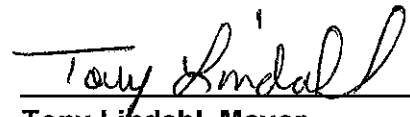
8. Correspondence and Announcements

2020 Elected Leaders Institute: Advanced Program January 24-25 Plymouth
Council members were informed of the annual conference offered to elected officials.

9. Claims and Accounts

- A. Mid-Month Claims and Accounts** Motion by Lisa Karsten, seconded by Tim Flaten, and was carried unanimously to approve the December 16, 2019 mid-month claims and accounts totaling \$20,476.16 from the general fund, \$2,855.56 from the fire department fund, \$287.40 from the water operations fund, \$1,518.28 from the wastewater operations fund and \$5,507.30 from the refuse fund.

10. **Council Discussion and Concerns** Jake Golombeski voiced his concerned about a newly built unattached garage, at 807 Division St. S., where the setback looks tight. Jake asked about the possibility of adopting the state residential building code. Tim Flaten reported on meeting with auditors from Abdo, Eick & Meyers on their findings. One thing mentioned was if an invoice is being disputed or 45 days have passed without being paid, to note the reasoning for the delay. Otherwise things are looking great. The zoning issue with the 26 Chestnut St. E. backyard fence setback on the city property line has yet to be resolved. Another letter will be sent. The electrical pole, in the alley by the memorial park is being unjustly billed to the American Legion. Brad Potter will look into this.
11. **Adjournment** Motion by Lisa Karsten, seconded by Tim Flaten, and was carried unanimously to adjourn at 8:45 p.m..
12. **6 Month Public Works Performance Review** – Motion by Lisa Karsten, seconded by Tim Flaten, and was carried unanimously to open the performance review of Adam Schlie. Motion by Lisa Karsten, seconded by Tim Flaten, and was carried unanimously to increase Adam Schlie’s wages by \$2.50 per hour; retroactive to November 20, 2019. Motion by Lisa Karsten, seconded by Tim Flaten, and was carried unanimously to close Adam Schlie’s performance evaluation at 9:10 p.m..
13. **Public Hearing** – Monday, January 6, 2020 at 7:30 p.m.
Next Regular Meetings Mon., January 6, 2020 and Mon., January 20, 2020 – 7 p.m.



Tony Lindahl, Mayor

Attest:



Sheri Gregor, City Clerk/ Treasurer