

Pipestone, Minnesota
January 19, 2016

Pursuant to due call and notice thereof, a regular meeting of the Pipestone City Council was duly held in the Municipal Building at 6:30 p.m. on the 19th day of January, 2016. Mayor Laurie Ness called the meeting to order. Roll call was taken and a quorum was declared. Members present: Laurie Ness, Myron Koets, Jim Stout, Kyle Caskey and Rodger Smidt. Absent: None. Others present: City Engineer Travis Winter, Community Education/Active Living Coordinator Serrina Martinez, Chamber of Commerce Executive Director Erica Volkir, Chamber of Commerce Administrative Manager Tom Steffes, Children's Librarian Emily Blaeser, Deb Fitzgerald, Cable Access Coordinator Steve Moffitt, City Administrator/City Attorney Jeff Jones and City Clerk, Deb Nelson.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was recited.

APPROVE AGENDA – ADDITIONS, CHANGES OR DELETIONS

City Administrator/City Attorney Jones requested that the agenda be amended to add Item F under New Business: Approve the City to Act as Fiscal Agent for the Pipestone Area Foundation.

Motion was made by Koets, seconded by Stout and unanimously carried to amend the agenda by adding Item F under New Business: Approve the City to Act as fiscal agent for the Pipestone Area Foundation.

CONSENT AGENDA

Mayor Ness stated the Consent Agenda contains the January 4, 2016 Regular Meeting Minutes; Payment of Claims-Listing of Bills in the amount of \$1,691,070.72 for warrants #049897 to #050032 to be issued in payment thereof; and December 2015 Financial Reports and asked if there was any discussion regarding these items.

Motion was made by Stout, seconded by Smidt and unanimously carried to approve the Consent Agenda which consisted of the following: January 4, 2016 Regular Meeting Minutes; Payment of Claims-Listing of Bills in the amount of \$1,691,070.72 for warrants #049897 to #050032 to be issued in payment thereof; and December 2015 Financial Reports.

Senior Center Office Manager Lianne Buckmiller was absent.

Fire Chief Corey Popma was unavailable for the meeting.

Community Education/Active Living Coordinator Serrina Martinez reported the Winter Festival will be held at the Pipestone County fairgrounds and Active Living has added a chili cook-off for adults and children; a snow shoeing class will be available at the Winter Festival at a cost of

\$3.00 per person; a jigsaw puzzle tournament with adult and children divisions will be held April 2nd for a cost of \$30/person; and another “Understanding Trusts” class has been scheduled for February 18th at the Middle School.

Chamber of Commerce Executive Director Erica Volkir shared her report with the Council noting that the Chamber is now receiving funds from the Explore Minnesota Tourism Grant she applied for and was awarded to help pay for advertising; the Minnesota State Travel Guide was distributed with Erica sharing areas in the magazine where Pipestone was highlighted; and she is working on other advertising campaigns including placing an ad in the Dakota Trails magazine.

Museum Director Susan Hoskins was unavailable for the meeting.

Children’s Librarian Emily Blaeser shared there are two book groups going on right now; the library offers two story times – Tuesdays and Thursdays; and shared additional upcoming events at the library.

LEGAL

Ordinance 87, Fourth Series

City Administrator/City Attorney Jones noted this ordinance is introduced at the first meeting of each year and establishes fees, charges and compensation as allowed by City Code. A number of changes are proposed:

License

- ATV permit fee added - \$30.00

Fire Department

- Treasurer wages increased – from \$500 to \$1,000.

General Government Charges

- Mileage – decreased from 57.5 cents/mile to 54 cents/mile.

Public Works Charges

- Street Sweeper with Operator – decreased from \$135/hour to \$125/hour.
- Sewer Vac Unit with Operator – added back into ordinance.
- Wood Chipper with Truck & Operator – deleted.
- Payloader with Operator and Snow Bucket – decreased from \$150/hour to \$125/hour.
- Dump Truck – increased from \$65/hour to \$75/hour.
- Snow Pile Hauling (Loaded and Hauled) – decreased from \$35/load to \$20/load.
- Added - After Hours Call Out Charge (After 5:00 p.m.) - \$75.00.

Park and Recreation Charges

- Rural Picnic Table Rental – increased table rental from \$8.50/table to \$10/table and changed rural rentals must haul tables themselves to \$10 delivery fee.
- Added - Hiawatha Pageant Park and Hiawatha Lodge:
 - * Hiawatha Lodge - \$150.00 fee – Lodge only.
 - * Hiawatha Pageant Park Grounds - \$400.00 – grounds only.

- * Deposit - \$200.00.
- * Chairs – Outdoor use - \$2.00/chair – city sets up and takes down.
- * Audio/Visual Equipment - \$30.00.
- * Cleaning Fee - \$100.00

Water/Sewer Rates

- Residential and commercial water rates increased from .312 per 100 gallons of water consumed to .355.
- Residential sewer rates increased from .68 per 100 gallons water consumed with a maximum established based on usage during the winter quarter (December, January and February) to .70 per 100 gallons.....
- Customer Access Charge for Sewer – increased from \$11.15/month to \$11.48/month.
- Customer Access Charge for Water – increased from \$10.65 per month to \$11.65.

Garbage Rates

- 1-1/2 Yard dumpster commercial cost per pickup – added a \$20 fee.
- Roofing and associated fees for each dumpster was added.
- Mattresses – decreased from \$10 each to \$5.00 each.

Councilmember Koets introduced Ordinance 87, Fourth Series: AN ORDINANCE ESTABLISHING FEES, CHARGES AND COMPENSATION AS ALLOWED BY CITY CODE.

OLD BUSINESS

Resolution 2016-7

Mayor Ness inquired if anyone wanted to add language regarding the length of the moratorium and suggested using language like “the length of the loan.”

After discussion, the Council agreed to add “Term of the loan, not to exceed ten years” to the resolution.

Motion was made by Stout, seconded by Smidt and unanimously carried to approve Resolution 2016-7: A RESOLUTION IN SUPPORT OF A MORATORIUM ON NEW MINNESOTA POLLUTION CONTROL AGENCY WATER AND WASTEWATER STANDARDS with the language “Term of the loan, not to exceed ten years” added to it.

Approve Purchase of Robson Grocery Building

City Administrator/City Attorney Jones shared that the owners of the building are prepared to convey title to the building to the City for \$1.00. If Council approves the purchase of the building, demolition of the building can begin within 30 days.

Jones shared the low bid was \$123,000 and the City has \$91,000 of past Small Cities grant dollars that can be used towards the cost of demolition of the building as that is an approved use of funds.

Motion was made by Koets, seconded by Caskey and unanimously carried to approve the purchase of the Robson Grocery building for \$1.00.

NEW BUSINESS

Consider Approval of 2016 Mayoral Appointments and Committees

Mayor Ness shared that she has left Council Liaison appointments the same as last year.

Motion was made by Stout, seconded by Smidt and unanimously carried to approve the 2016 Mayoral Appointments and Committees.

City Administrator/City Attorney Jones noted there were several vacancies on several of the committees and said that if anyone is interested in volunteering for one of these committees, please contact City Hall.

Resolution 2016-8

City Administrator/City Attorney Jones stated donations have been received from Fishback Financial Corporation/First Bank & Trust and United Way. These funds would assist the Fire Department and Rec Center. This resolution would accept those donations.

Motion was made by Smidt, seconded by Caskey and unanimously carried to approve Resolution 2016-8: A RESOLUTION ACCEPTING DONATIONS.

Approve Resignation of Gavin Winter from the Board of Zoning Adjustments and Appeals and the Planning Commission

Gavin Winter has submitted his resignation from the Board of Zoning Adjustments and Appeals and the Planning Commission. Council approval is required.

Motion was made by Stout, seconded by Smidt and unanimously carried to approve the resignation of Gavin Winter from the Board of Zoning Adjustments and Appeals and the Planning Commission.

Councilmember Stout thanked Mr. Winter for his volunteering on these boards.

Consider Approval of Changes to Personnel Policy

City Administrator/City Attorney Jones stated that changes were needed in the Personnel Policy to make it consistent with City Code. He shared that the previous Step Plan consisted of 11 steps for non-supervisory personnel and has now been changed to 15 steps and that the employee portion of the family insurance premium will increase beginning in 2017.

Motion was made by Stout, seconded by Caskey and unanimously carried to approve the changes in the Personnel Policy which consist of changing the Step Plan to 15 steps and increasing the employee portion of the family insurance premium beginning in 2017.

Consider Approval of James Jepsen to the Airport Commission

Motion was made by Smidt, seconded by Koets and unanimously carried to approve James Jepsen to the Airport Commission.

Approve the City to Act as Fiscal Agent for the Pipestone Area Foundation

City Administrator/City Attorney Jones shared that he had been approached by a member of the Pipestone Area Foundation to inquire if the City would act as fiscal agent for the Foundation. Funds raised would be used for strategic planning for Pipestone Forward.

Motion was made by Koets, seconded by Stout and unanimously carried to approve the City to act as fiscal agent for the Pipestone Area Foundation.

CLOSING COMMENTS

Mayor Ness asked Councilmembers if they would be interested in focusing on the Five and Ten Year Plan and street projects at the Planning Session on January 30th and then meet with Pipestone Forward for a larger planning session at a later date.

Councilmember Caskey asked if a date had been set yet with Mayor Ness stating that Pipestone Forward is working on a date that would work for everyone involved.

It was the consensus of the Council to do as suggested by Mayor Ness.

Councilmember Stout questioned the towing of vehicles during a snow event. He was approached by a gentleman that had been ticketed and towed but noticed other vehicles that were still on the street when city plows went by.

City Administrator/City Attorney Jones shared the League of Minnesota Cities bulletin that showed the city is on the preliminary bonding bill list with its \$9.7M request.

Jones also shared that former Mayor Bill Ellis had passed away on January 2nd.

ADJOURNMENT

Motion was made by Stout, seconded by Caskey and unanimously carried to adjourn the meeting at 7:28 p.m.

Laurie K Ness
Mayor

ATTEST:

Deb Nelson
City Clerk