

Pipestone, Minnesota
September 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 September 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, Rodger Smidt and Kyle Caskey. Absent: None. Others present: Helen Klingman, Roger Klingman, Sherry Carlson, Heidi Williams, Karen VanBeek, Tom Priester, Robert Zorich, Elizabeth Zorich, Deb Ziebarth, Erin McCoy, Debra Fitzgerald, City Engineer Travis Winter, 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

There were no additions, changes or deletions to the agenda, therefore, the agenda stands as presented.

CONSENT AGENDA

Mayor Ness stated the Consent Agenda consists of the September 6, 2016 Regular Meeting Minutes; Payment of Claims-Listing of Bills; August 2016 Financial Reports; and Informational Reports and asked if there was any discussion regarding these items.

Motion was made by Smidt, seconded by Stout and unanimously carried to approve the Consent Agenda which consisted of the following: September 6, 2016 Regular Meeting Minutes; Payment of Claims-Listing of Bills in the amount of \$212,188.31 for warrants #052035 to #052157 to be issued in payment thereof; August 2016 Financial Reports; and Informational Reports.

COMMUNITY CONCERNS

City Administrator/City Attorney Jones stated one individual had signed up for Community Concerns but since it is regarding the 7th Avenue SW Street & Utility Improvements Project which is already on the agenda, he was removed and will speak during the public hearing.

PUBLIC HEARING

Proposed 7th Avenue SW Street & Utilities Improvement Project

Motion was made by Koets, seconded by Stout and unanimously carried to open the public hearing at 6:32 p.m.

City Administrator/City Attorney Jones explained that this project has been proposed to replace water and sewer in 2017 on 7th Avenue SW. He stated part of the special assessment process is to conduct a public hearing to take public comment regarding the proposed assessment.

City Engineer Travis Winter shared the proposed project would consist of street replacement from 11th St SW to 9th St SW; a new water line would be installed to improve fire protection and flow; and sewers would be replaced.

Roger Klingman, 920 7th Avenue SW, stated a large number of seniors live in Pipestone on fixed incomes. He said seniors can't handle assessments living on a fixed income. He felt any assessment would be an unfair tax on the books. He also felt the entire city should be assessed for the project as cars are lined up morning and night dropping off and picking up kids at the school, soccer is played in the open space during the summer and there is a lot of semi traffic on the road.

City Administrator/City Attorney Jones stated deferred assessments are available.

Elizabeth Zorich, 910 7th Avenue SW, asked when the project would start and how long will it take. City Engineer Winter stated the project, if approved, wouldn't start until after the school is out next year.

Mr. and Mrs. Zorich shared their concerns regarding access since they both have disabilities and how garbage pick-up would be handled.

Winter stated accommodations would be made regarding emergency access and garbage pick-up.

The Zorich's then asked if the school was being assessed with Jones stating it is.

Deb Ziebarth, 1006 7th Avenue SW, asked if water and sewer rates were being increased to cover part of the cost of the Highway 30 Utility Improvements Project with Jones stating that was correct.

She then asked if there would be any disturbances to the property owners with Winter stating no since the project only consisted of water, sewer and street.

City Administrator/City Attorney Jones emphasized that it's just a proposed project at this time.

Motion was made by Smidt, seconded by Caskey and unanimously carried to close the public hearing at 6:54 p.m.

ENGINEERING

Airport Mill & Overlay Project – Pay Request No. 2

City Administrator/City Attorney Jones informed the Council that Central Specialties, Inc. have submitted Pay Request No. 2 in the amount of \$9,821.96 for work completed on the Airport Mill & Overlay Project.

Mayor Ness asked if this was the final request. City Engineer Winter stated it wasn't as the retainage is left to pay. He said all remaining items of work have been completed.

Motion was made by Stout, seconded by Smidt and unanimously carried to approve Pay Request No. 2 in the amount of \$9,821.96 to Central Specialties, Inc. for work completed on the Airport Mill & Overlay Project.

NEW BUSINESS

Resolution 2016-42

City Administrator/City Attorney Jones said a public hearing was held earlier in the evening to take public comment on the proposed street and utility improvements project. This resolution would approve Bolton & Menk to prepare plans associated with the proposed project.

Councilmember Caskey asked City Engineer Winter what the cost would be to prepare the plans. Winter answered approximately \$4,000-\$5,000 since city staff has already completed some of the work.

Motion was made by Stout, seconded by Caskey and unanimously carried to approve Resolution 2016-42: A RESOLUTION ORDERING IMPROVEMENT AND PREPARATION OF PLANS.

Resolution 2016-43

City Administrator/City Attorney Jones reminded the Council that the preliminary tax levy must be certified to the auditor by September 30th. This resolution would approve the preliminary tax levy at a 4.1% increase as presented. If no decision is made tonight, Council will need to schedule a special meeting to meet the deadline.

Motion was made by Caskey, seconded by Smidt and unanimously carried to approve Resolution 2016-43: A RESOLUTION ESTABLISHING THE PRELIMINARY TAX LEVY PAYABLE 2017.

Consider Approval to Award Concrete Water Tower Planning Bid to LHB Engineers & Architects

City Administrator/City Attorney Jones informed the Council that a \$10,000 grant has been received from the State Historical Society to assess the condition and determine what repairs would need to be made to the concrete water tower. Water/Wastewater Supervisor Adelman does have \$17,000 budgeted to provide the balance of the cost of study. The firm of LHB Engineers & Architects responded to the Request for Proposals prepared by Bolton & Menk and was the low bidder at \$10,000.00.

Motion was made by Koets, seconded by Stout and unanimously carried to award the Concrete Water Tower Planning Bid to LHB Engineers & Architects.

Fire Prevention Week Proclamation

Mayor Ness read and signed the Fire Prevention Week Proclamation proclaiming the week of October 9 – 15, 2016 as Fire Prevention Week in Pipestone with the theme “Don’t Wait – Check the Date! Replace Smoke Alarms Every 10 Years.”

Discuss Terminating Sidewalk Improvement District

City Administrator/City Attorney Jones shared with the Council that a Sidewalk Improvement District had been created by the City Council in 1984. He has received inquiries from residents on terminating the district. There are approximately 100 properties affected by the improvement district. Discussion followed as to who removes the snow and who maintains and repairs the sidewalk.

Motion was made by Stout, seconded by Koets and unanimously carried to table this issue until the October 3rd meeting to allow staff to gather more information.

Outdoor Lighting at Hiawatha Lodge

City Administrator/City Attorney Jones stated he has received several concerns regarding outdoor lighting at the Lodge. Users of the Lodge have voiced concerns on how dark it is at night making it hard to see the parking lot. He said Public Works Director Scott Swanson has received an estimate of \$5,400 to install a light pole to address the concerns. He stated this is not a budgeted item.

Motion was made by Stout, seconded by Smidt and unanimously carried to approve installation of a light pole at a cost of \$5,400 and to use liquor store funds to pay for the project.

Consider Approval of Appointment of Matt Monroe to the Planning Commission

City Administrator/City Attorney Jones shared there is a vacancy on the Planning Commission and Matt Monroe has submitted his letter of interest in volunteering on the Commission.

Motion was made by Smidt, seconded by Caskey and unanimously carried to approve the appointment of Matt Monroe to the Planning Commission.

COUNCIL LIAISON REPORTS

Woodlawn Tree Board Committee Liaison Stout was unable to attend the meeting.

Hiawatha Pageant Park Committee Liaison Koets reported carpeting at the lodge to reduce the noise level was discussed.

Park & Recreation Board Liaison Koets reported winter activities are set up; air handlers at the Rec Center were discussed along with online registration.

Economic Development Authority Boardmember Caskey reported the EDA would be paying approximately \$700 to cover the costs associated with repair of the street that was damaged when the plumbing contractor was locating the sewer line for a new home being constructed at Southwest Acres. Other costs would be paid by the homeowner. Prairie Winds will be fully occupied by October.

Heritage Preservation Commission Liaison Smidt reported that Deb Nelson had given a report on the conference she attended in Hastings, the HPC approved the application of the Legion and

Clothier by Dawn and also approved the Kinner & Co. sign application.

Planning Commission Liaison Caskey reported he was unable to attend the meeting due to a conflict but that the Commission is reviewing a conditional use permit application.

CLOSING COMMENTS

City Administrator/City Attorney Jones shared that Fall clean up days are October 10-13.

City Engineer Winter updated the Council on the Highway 30 project sharing the contractor has finished with rock excavation and the project is progressing towards the railroad bridge. Grading is continuing from 3rd and 2nd with the first lift of asphalt being laid on that portion of the project. He said the contractor plans on working Saturdays and bringing in an extra crew to meet the November completion date.

EXECUTIVE SESSION

Motion was made by Koets, seconded by Stout and unanimously carried to close regular session at 7:27 p.m.

Motion was made by Stout, seconded by Caskey and unanimously carried to reconvene regular session.

City Administrator/City Attorney Jones was directed to negotiate as discussed.

ADJOURNMENT

Motion was made by Koets, seconded by Caskey and unanimously carried to adjourn the meeting.

Laurie K Ness
Mayor

ATTEST:

Deb Nelson
City Clerk