

## **MORRISTOWN CITY COUNCIL MEETING MINUTES**

Regular Meeting      Wednesday, January 04, 2017

Members Present: Mayor Kurt Wolf, Council Lisa Karsten, Scott Allen, Kathy Wolf

Others Present: Attorney Mark Rahrick, City Engineer Rich Revering, Police Chief David Osborne, Troy Dahle, Randy Krueger, Pat Kaderlik, Jack Schwichtenberg, Tim Flaten, Steve Nordmeier, Mike O'Rourke, Adrienne O'Rourke, Adam Uittenbogaard, Dan Morris, Kyle Green, Adam Schlie, Richard Potter, Craig Challgren, City Clerk Sheri Gregor

1. The regular meeting of the Morristown City Council was called to order on Wednesday, January 04, 2017 at 7:00 p.m., in the Council Chambers at 402 South Division Street by Mayor Kurt Wolf.
2. The Pledge of Allegiance was recited.
3. Additions/Corrections to the Agenda:  
Kurt Wolf removed item 7. New Business D. from the agenda; as it is a duplicate of 6. Old Business A. .Lisa Karsten adds an item to the agenda; 7. New Business O. Changing Locks.\_A motion was made by Lisa Karsten, seconded by Scott Allen, and carried unanimously to approve the corrections to the agenda.
4. Consent Agenda:  
A request was made to pull the Fire Department Report.  
A motion was made by Lisa Karsten, seconded by Scott Allen, and carried unanimously to approve the Consent Agenda, minus the Fire Department Report.  
Fire Chief Troy Dahle told that the Annual Fire Department Meeting will be held Monday, January 9th with a 6 p.m. social hour and 7 p.m. dinner. The Fire Department purchased a rescue boat using most of the \$23,500 in grant monies for that purpose. Custom bars and lights are being added. A motion was made by Lisa Karsten, seconded by Scott Allen and carried unanimously to approve the Fire Department Report.

5. Comments and Suggestions from Citizens Present:

Mike O'Rourke, on behalf of the Cannon Valley Players, asked permission to start using the Community Center Hall to practice (Sunday afternoons and Wednesday nights), build the set and hold their annual all-male play (February 24th, 25th and 26th). A motion was made by Lisa Karsten, seconded by Scott Allen, and carried unanimously to let the Morristown Players use the building Sundays and Wednesdays for practice starting possibly the 8th of January, and having their show the 24th, 25th and 26 of February.

Mike O'Rourke mentioned, on behalf of the playground committee, their goal is to raise \$50,000.00, and through grants (Adam Uittenbogaard is writing an application for a DNR grant, which Rich Revering told us about) hoping to receive another \$50,000.00, totaling \$100,000.00.

Mike O'Rourke brought up that before weddings start up again, the kitchen refrigerator's cooling problem needs to be addressed. A motion was made by Scott Allen, seconded by Kathy Wolf, and carried unanimously to get it fixed. Scott Allen will contact Jim Hilpiper to look into the repair.

Dan Morris wanted to remind the Council that the Morristown Township will be holding "Recycle Day" out at Timm's Trucking again; possibly on Saturday, April 1, 2017. Dan asked the Council if the City would want to join in this clean-up. Dan felt that more advertising needs to be done, so more residents are aware of this event. This item will be put on the next meeting's agenda.

Dan Morris, on behalf of the Commercial Club, informed the Council that many people that come to events at the Community Center have asked if there is an ATM available. Dan has learned that the Round Bank of Waseca would be interested in installing one in the Community Center at no cost or responsibility to the City. This item will be added to the next meeting's agenda.

Dan Morris asked if the City was going to be sending out newsletters. One thing Dan would like to see is a list published of the different businesses, organizations and individuals recognized for their donations to the Community Center over the past 15 years.

Steve Nordmeier, Chairman of the "Dam Days" Committee, request to hold their meetings on Tuesday nights, in the Council Chambers, when they get ready to start. This item will be put on the next meeting's agenda.

Steve Nordmeier stated the committee is looking at possibly having All-Star Wrestling at Dam Days and are looking for a place to host the event that would work. Steve asked if the Community Center Hall is available. A wedding reception and dance has been booked for that date at the Community Center.

6. Unfinished Business:

- A. Dan Morris spoke on behalf of his wife, Nancy. The National Weather Service, in Chanhassen, MN is considering placing a Doppler Radar (a specialized radar tracking system using the Doppler effect to determine the location and velocity of a storm, clouds, precipitation, etc.) in this area

- A. (cont.) (Morristown). The Morristown Skywarn is very interested in the concept. Skywarn has funds to cover the primary cost and the NWS will foot the rest. More information is to follow, if this proposition develops.
- B/C. After a discussion, Lisa Karsten requested that Kurt Wolf contact Pantheon, Business Ware, Marco, MNIT, Logis and League of MN Cities, in regards to updating our IT System to determine who would be the right fit for our needs and/or give a presentation.
- D. FEMA - Flooding Update – Pictures were taken and quotes turned in for repairs and work to be done.
- E. Disaster Assistance For Individuals/Households – First step is to register with FEMA at [www.Disaster Assistance.gov](http://www.Disaster Assistance.gov) or (800) 631-3362. Deadline for SBA low-interest federal loans is 01/31/17.
- F. Mark Rahrck and Kurt Fischer, city civil and prosecuting attorneys respectively, concurred on revisions to the current dangerous dog's ordinance. These changes will give law enforcement the tools to designate whether the animal is potentially dangerous or dangerous. A dangerous animal will have to be registered and there are restrictions on how they are held. The definition "when unprovoked" is added to protect the public and give law enforcement the tools to do that and yet be even handed, so an animal that is provoked on his own property isn't unnecessarily put down. Another change is the procedure that if a dangerous animal owner appeals the decision (that his/her animal is dangerous), a hearing will be conducted by a third party; instead of the City Council.
- G. The EDA Board is seeking two new additional members. The EDA meets quarterly. The Council will discuss changing the eligibility requirements of prospective members at the next City Council meeting.
- H. A procedure to fill the vacant council seat by appointment was discussed; beginning with the position is open to any interested resident currently living in the City limits. The information will be published at City Hall, City's website, BevComm channel cable, Post Office and posted on Facebook. A motion was made by Lisa Karsten, seconded by Scott Allen, and carried unanimously to approve the application for appointment with changes discussed, the addition of a reference letter provided by the applicant, no interview process, deadline to turn in application by Friday, January 20, 2017 by 5 p.m. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously that all council members review applications and pick their top three and submit their names to the City Clerk. A motion was made by Lisa Karsten, seconded by Scott Allen, and carried unanimously to appoint the new council member by motion at the February meeting, prior to the meeting notify all applicants to attend, the swearing in and filling the seat will commence immediately following the motion, on February 6th.

- H. (cont.) In case of a motion resulting in a tie or no consensus by a three out of four vote; a motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to go three rounds and after that the Mayor, Kurt Wolf, will make the appointment.
  - I. Mark Rahrlick reviewed the changes in the NRG Energy agreement and noted they were unsubstantial and notified the city that a lender is involved. Rick Vollbrecht signed, excepting the changes.
  - J. The City received eight sealed back pack blowers' bids, for the six blowers. The bids were awarded to Ryan Culhane - 1 @ \$175.00, David Culhane - 1 @ \$160.00 and Adam Schlie 4 @ \$156.00.
  - K. Ordinance 92.21: Building Maintenance and Appearance. A representative for the homeowner of 105 1 St. N.E. spoke of their plans to begin demolition and construction as soon as the weather breaks. A second letter will be sent to the homeowner of 206 W. Bloomer St. to request their plan of action, otherwise administrative fines will ensue.
  - L. The City will reimburse the unspent portion (\$173.26) of a 2014 grant received from the Minnesota Historical Society for \$3,900.00. The grant was used to hire a professional historian to do some research on the mill to make an application to Minnesota to find out if it was eligible to apply for the national registry.
  - M. A motion was made by Lisa Karsten, seconded by Scott Allen, and carried unanimously to amend the motion from December, regarding vacating the alley by 302 2nd Street NW, to including vacating the rest of the valley, all the way to Division Street (as on the map), reserving a right-of-way for utilities. Mark Rahrlick and Sheri Gregor will work on the publication to hold a public hearing, and then adopt a resolution. After this procedure, Mark Rahrlick will record a certificate with the county, presenting this vacation.
  - N. A motion was made by Lisa Karsten, seconded by Scott Allen, and carried unanimously to table discussion of building an ice rink until the October meeting.
7. New Business:
- A. A motion was made by Scott Allen, seconded by Kathy Wolf, and carried unanimously to terminate the on-sale liquor, off-sale liquor, Sunday liquor, tobacco and gaming licenses; reimbursing the remaining fees to Harlan Melchert of Archie's Bar. A motion was made by Scott Allen, seconded by Lisa Karsten, and carried unanimously to approve the new owner of Archie's Bar, Monty Melchert, new licenses for the on-sale liquor, off-sale liquor, Sunday liquor, tobacco and gaming for the prorated fee of six months.
  - B. A motion was made by Lisa Karsten, seconded by Scott Allen, and carried unanimously to amend the October 17, 2016 minutes and repost them.

- C. A motion was made by Scott Allen, seconded by Lisa Karsten, and carried unanimously to accept Resolution 2017-1, naming Kurt Wolf, Lisa Karsten and Sheri Gregor as authorized signers on the City's accounts at Lake Country Community Bank. Roll Call: Scott Allen-yes, Lisa Karsten-yes, Kathy Wolf-yes, Kurt Wolf-yes.
- D. Removed
- E. A motion was made by Scott Allen, seconded by Kathy Wolf, and carried unanimously to accept the Mayor's changes of City Committee Appointments for 2017; they are as follows: Assistant Mayor – Lisa Karsten, replacing Edward Schmidtke; Community Center – Kathy Wolf, replacing Stephanie Culhane, Fire and Police – Kurt Wolf, replacing Rick Vollbrecht; Streets – temporarily Kurt Wolf, replacing Edward Schmidtke; Water and Sanitary Sewer – Lisa Karsten, replacing Rick Vollbrecht. Once a new council member is appointed, the appointments may change. A list of all city committee appointments will be posted for public viewing.
- F. A motion was made by Lisa Karsten, seconded by Scott Allen, and carried unanimously to approve the change to the Master Fee Schedule for 2017, being the monthly garbage fee increase of \$1.84 (from \$10.85 to \$12.69) and a (\$0.16 increase on waste tax; not shown on schedule) which occurred on your October billing; with the addition of the one-time dangerous animal registration fee of \$500, and the addition of Hall rental fees.
- G. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to renew our website contract with Two Lakes Design, for one year at \$800.00.
- H. The City Clerk, Sheri Gregor, request to reinstate the Mayor signing mid-month claims, authorized to do so per city code.
- I. A motion was made by Scott Allen, seconded by Lisa Karsten, and carried unanimously to approve the paid 2016 end-of-the-year salaries for Fire Dept. Officers and Captains.
- J. A motion was made by Lisa Karsten, seconded by Scott Allen, and carried unanimously to approve the 2016 firefighter's salaries.
- K. A motion was made by Scott Allen, seconded by Kathy Wolf, and carried unanimously to authorize the Morristown Historical Society to apply for the National Register application grant.
- L. A motion was made by Lisa Karsten, seconded by Scott Allen, and carried unanimously to authorize Randy Krueger, Public Works Operator, to purchase a refrigerator, in the amount of up to \$500.00; to use in the Public Works building. Also do a 50/50 split of the \$17,644.00 wastewater/capital outlay office equipment and furnishings funds, transferring half (\$8,822.00) into public works department small tools and minor equipment fund.
- M. A discussion was held on garbage being set out a night or two before garbage collection not being secured or tipping over, causing trash to blow all around.
- N. Adrienne O'Rourke wondered if a group could use the Community Center to workout two times a week, especially during the winter, and open to everyone

- N. (cont.) in the community. A motion was made by Lisa Karsten, seconded by Scott Allen and carried unanimously to allow a community exercise group to use this building and authorize a second key holder; as determined by Adrienne O'Rourke.
- O. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to change the locks at the Public Works Department, at the Water/Wastewater Plant, and the Community Center with one key fitting all exterior doors of the Community Center.
8. Correspondence and Announcements:  
Lake Country Community Bank - Community Shred Day rescheduled to January 21st.
9. Claims and Accounts:  
A motion was made by Scott Allen, seconded by Lisa Karsten, and carried unanimously to pay the January 04, 2017 Current Claims totaling \$18,706.30 from the General Fund, \$18,648.44 from the Fire Department Fund, \$2,049.62 from the Water Operations Fund, \$3,423.88 from the Wastewater Operations Fund, \$4,217.22 from the Refuse Fund, and the Late Claims totaling \$392.10 from the General Fund, \$1,193.18 from the Fire Department Fund, and \$615..87 from the Wastewater Operations Fund.
10. Council Discussion and Concerns:  
Lisa Karsten request she and Kurt Wolf meet with Public Works personnel, Pat Kaderlik and Randy Krueger after the meeting; and then with Dorian Cornelius within 24 hrs.
11. Adjourn & Next Meeting:  
A motion was made by Scott Allen, seconded by Kathy Wolf to adjourn. The meeting adjourned at 9:40 p.m.  
The next regular meeting will be held Monday, February 06, 2017 at 7:00 p.m.

ATTEST:

/s/: Sheri Gregor \_\_\_\_\_  
Sheri Gregor, City Clerk/Treasurer

/s/: Lisa Karsten \_\_\_\_\_  
Assistant Mayor, Lisa Karsten

**MORRISTOWN CITY COUNCIL MEETING MINUTES**  
**Special/Closed Meeting – 4:30 PM    Friday, January 20, 2017**

Members Present: Mayor Kurt Wolf, Council Lisa Karsten, Scott Allen and Kathy Wolf

Others Present: Dorian Cornelius, Pat Kaderlik, Attorney Mark Rahrlick and Sheri Gregor – City Clerk

A Special/Closed meeting of the Morristown City Council was called to order on Friday, January 20, 2017 at 4:30 p.m. in the Council Chambers at 402 S. Division Street by Mayor Kurt Wolf.

Additions/Corrections to the Agenda:

Lisa Karsten adds D. Tuesday, January 24, 2017 Back-Up Plan. A motion was made by Lisa Karsten, seconded by Scott Allen, and carried unanimously to approve the Agenda as corrected.

Among the Items to be Discussed:

- A. Public Works Department-Expectations & Priorities – Tabled to the February 6, 2017 meeting, when Randy Krueger can attend.
- B. A motion was made by Scott Allen, seconded by Kathy Wolf, carried unanimously to allow Kurt Wolf to go to the two day 2017 LMC Officials Leadership Conference, including payment of the attendance fee and transportation mileage.
- C. Personnel Issues: Mark Rahrlick informed Dorian Cornelius, public works operator, of his options of either having the meeting closed or open. Dorian chose to keep the meeting open. The Council expressed the expectations and requirements needed to fulfill the standards of the position, for which he was hired. A discussion was held with Dorian on concerns of his performance as an employee of the City.  
A motion was made by Lisa Karsten, seconded by Scott Allen, and carried unanimously that we dismiss Dorian at this time.  
A motion was made by Lisa Karsten, seconded by Scott Allen, and carried unanimously for each Council member and Pat Kaderlik to review the previous applications, pick your top two, authorize two council members to contact those applicants to see if they are still interested in the full-time public works operator job, and then be able to move forward in February offering the position.

- C. (cont.) Mark Rahrick recommends whatever offer is presented to a candidate, if they have to do more education or training and studying and get to a particular license, we will pay you this amount when you pass the license and be very clear on our expectations you to do this by a certain date. Lisa Karsten and Scott Allen will discuss the top candidates and contact them and have a recommendation for the February meeting.
- D. Pat Kaderlik will cover the weekend and Tuesday's rounds, in Randy Krueger's absence (Randy's father passed away). A motion was made by Lisa Karsten, seconded by Scott Allen, and carried unanimously to have Kurt Wolf contact Timm's Trucking to cover the snow plowing/street cleaning from now until we have a full-time person in place, using the streets fund

A motion was made by Scott Allen, seconded by Lisa Karsten, and carried unanimously to adjourn. The meeting adjourned at 5:19 p.m.

/s/ Sheri Gregor  
Sheri Gregor – City Clerk/Treasurer



## MORRISTOWN CITY COUNCIL MEETING MINUTES

Regular Meeting      Monday, February 06, 2017

Members Present: Mayor Kurt Wolf, Council Lisa Karsten, Scott Allen, Kathy Wolf and new member, Seth Prescher

Others Present: Attorney Mark Rahrlick, City Engineer Rich Revering, Police Officer Chris Langr, Troy Dahle, Pat Kaderlik, Jack Schwichtenberg, Pat Kaderlik, Tim Flaten, Margaret Butler, Steve Nordmeier, Mike O'Rourke, Mark Morris, Adam Uittenbogaard, Dan Morris, Tim Minske, Tony Lindahl, Rick LaCanne, Jenner Moretto and City Clerk Sheri Gregor

1. The regular meeting of the Morristown City Council was called to order on Monday, February 06, 2017 at 7:00 p.m., in the Council Chambers at 402 South Division Street by Mayor Kurt Wolf.
2. The Pledge of Allegiance was recited.
3. Additions/Corrections to the Agenda:  
Lisa Karsten adds under New Business: S. Deputy Clerk Position, T. Community Center Flag Replacement and U. City Center Floor Scrubber. Under Unfinished Business: Lisa adds O. Changing the Locks. A correction to New Business: F. Resolution No. 2017-6 – Accepting Police Chief, David Osborne's **Retirement**. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to approve the Agenda accepting the additions and corrections.
4. Consent Agenda:  
A motion was made by Scott Allen, seconded by Lisa Karsten, and carried unanimously to accept the Consent Agenda as printed. Mayor Kurt Wolf mentioned there was an attempt to hold an EDA meeting tonight, but there wasn't a quorum, so no meeting was held.
5. Comments and Suggestions from Citizens Present:  
Dan Morris had previously mentioned the Round Bank of Waseca would be interested in installing an ATM in the Community Center.

5. Comments and Suggestions from Citizens Present: (cont.)

Dan received a call from the President of Lake Country Community Bank of Morristown, reconsidered and stated the LCCBank would like to install an ATM.

6. Unfinished Business:

- A. A motion was made by Lisa Karsten, seconded by Scott Allen, and carried unanimously to approve Resolution No. 2017- 3: Resolution Relating To Procedures For Appointing A Person To Fill The Vacant Council Position.
- B. Lisa Karsten commented on how this was one of the toughest decision she has had to make, in her eight years on the Council; on having to choose between the two great applicants. Lisa thanked them both for applying.  
A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to appoint Seth Prescher to the seat. Kurt Wolf commented as well saying he felt both applicants were excellent candidates. Kurt would have liked to have seen more (applicants), but was very pleased with the quality of candidates to choose from.
- C. Lisa Karsten made a motion, seconded by Scott Allen, and carried unanimously to approve Resolution No. 2017- 4 Resolution Appointing Person To Fill Vacant Council Seat, naming Seth Prescher appointed to fill the vacant council seat.
- D. Newly appointed Council Member, Seth Prescher, was administered the Oath of Office as recited by Sheri Gregor, City Clerk.
- E. A motion was made by Lisa Karsten, seconded by Scott Allen, and carried unanimously to accept Ordinance 2017-1: An Ordinance Amending Sections 91.11 And 91.12 Of The Morristown City Code, with regards to dangerous animals. Lisa Karsten - Yes, Kathy Wolf – Yes, Scott Allen – Yes, Seth Prescher – Abstained, Kurt Wolf – Yes.
- F. A motion was made by Lisa Karsten, seconded by Scott Allen, and carried unanimously to approve Resolution No 2017- 2: A Resolution Approving Publication Of Ordinance By Title and Summary.
- G. Kurt Wolf has met with Pantheon, and will meet with CIT, so he is still evaluating our options for the IT System improvements. This item is tabled until the next meeting to discuss further findings.
- H. Troy Dahle gave an update on FEMA city flood assistance. Under Category G, they have agreed to give us \$17,673.00 (\$13,254.75 Federal share, \$4,418.25 State share) for the park/playground area. Hopefully more funds will be distributed.

6. Unfinished Business: (cont.)

- I. There was concern over garbage blowing around, due to garbage being set out a few days before the Friday collection. According to our garbage ordinance nothing limits when property owners can set out their garbage. At this time, it's not an ongoing concern.
- J. Mike O'Rourke asks if the City of Morristown plans on making a monetary donation to the city park and baseball playground projects. With the DNR grant the committee is writing, the matching amount depends on the donations received. This item is tabled until the next regular meeting when the Capital Outlay Fund information is available.
- K. Steve Nordmeier announced that Loren Dahle has volunteered to serve as an EDA committee member. If the EDA doesn't fill the other opening, Scott Allen has volunteered to fill the vacancy. EDA meetings will be held quarterly (January, April, July and October).
- L. A Zoning Permit was purchased, by the owner of 206 W. Bloomer St, per violation of City Ordinance 92.21.
- M. Public Works Department - Expectations & Priorities - This item is tabled until the March meeting when we have a full department.
- N. The City Council will hold a Public Hearing on Vacation of Public Alley, during the next regularly scheduled meeting on Monday, March 06, 2017 at 7:30 p.m.
- O. Lisa Karsten motioned, seconded by Kathy Wolf, and carried unanimously to rekey the locks to have one key to match the Community Center front entrance door, the north glass door and the east glass door. Lisa Karsten amended her motion, seconded by Kathy Wolf, and carried unanimously to add putting a new handle with no lock on the foyer kitchen door.

7. New Business:

- A. A motion was made by Scott Allen, seconded by Seth Prescher, and carried unanimously for the City to join the Morristown Township in hosting "Recycle Day" on Saturday, April 1, 2017. Scott Allen will work the event, with Seth Prescher possibly being able to help.
- B. The City Clerk will publish a quarterly newsletter starting in April, and then in July, October and January.
- C. A motion was made by Scott Allen, seconded by Lisa Karsten, and carried unanimously, to allow Lake Country Community Bank to install an ATM in Community Center; subject to the details of the arrangement, with no expense to the City. Seth Prescher will have a conversation with LCCB on the specifics.

7. New Business: (cont.)

- D. A motion was made by Lisa Karsten, seconded by Scott Allen, and carried unanimously to allow the Dam Days Committee to meet here in the Council Chambers free of charge.
- E. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to accept Resolution No. 2017-5; Resolution Accepting Resignation Of Sean C. Smallen.
- F. A motion was made by Lisa Karsten, seconded by Scott Allen, and carried unanimously to accept Resolution No. 2017-6: Resolution Accepting Resignation Of David Osborne. Lisa Karsten noted that Police Chief Dave Osborne is retiring. Kurt Wolf stated that the City will look at options of either hiring a police chief or contracting with Rice County. Kurt Wolf and Lisa Karsten will meet with Troy Dunn and Chris Langr and bring those facts back to the Council at a special meeting.
- G. Lisa Karsten told the assembly that at the last meeting a motion was made to go with the Public Works Operator applications on hand, following the dismissal of Dorian Cornelius. Pat Kaderlik and the four Council Members present all choose the same applicant. Scott Allen and Lisa Karsten met twice with Tim Minske, who was previously employed with the City. They suggested Tim Minske meet with Randy Krueger, our current employee, which he did. A motion was made by Lisa Karsten, seconded by Scott Allen, and carried unanimously to offer the Public Works position to Tim Minske, under the title of Public Works Director, putting him on annual salary starting at \$48, 880.00. At the time Tim obtains his B Wastewater license, his annual salary will increase to \$50,960.00. At the point Tim obtains his Bio Solids certification, his annual salary will increase to \$53,040.00. Alternating week-end rounds will be included in Tim's salary. Tim's seniority date with regard to PTO accrual will be reinstated to what it was when he left his previous City of Morristown employment. Lisa Karsten adds to further discussion, as part of this being the Public Works Director, Tim's responsibilities will include overseeing all the City owned facilities, equipment and Public Works employees. The Council is still the supervisor; hiring, firing, evaluations done under our leadership. A comprehensive job description for this position is being developed and will be ready for the March meeting. In the event of a City flood or winter emergency, those situations will be discuss with him on how to compensate him for the extra time worked; which will be handled on a case by case basis. When Tim gets his licenses, the hired consultant, Pat Kaderlik' s position will be eliminated. Tim would like to carry one cell phone, his own.

7. New Business: (cont.)

- G. (cont.) Also Tim's regular evaluations will be using the job description. Lisa Karsten requests a two minute recess. After the recess, Lisa Karsten announced that Tim Minske has accepted the position and will start the 13th of February.
- H. Discussion was held on having an official City of Morristown social media presence. Thoughts were to have a social media manager, one person to post that information, which has been approved by the Council. A nomination will be made when the Council revisits the 2017 City Committee Appointments.
- I. A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to move the September Council meeting to Wednesday, September 6th, due to Labor Day.
- J. Rick LaCanne of LaCanne Electric and Jenner Moretto of Lighten Up, presented a proposal for upgrading to LED lighting in the Community Center banquet area, interior and exterior lighting. There would be lower energy usage and less maintenance cost. Xcel Energy offers utility rebates (\$5,200.00) and we could receive a one-time grant from Minnesota Chamber of Commerce of approx. \$2,100.00. Project costs would be \$19,613.00 in materials and \$10,323.00 in labor. A motion was made by Lisa Karsten, seconded by Scott Allen, and carried unanimously to complete the grant application.
- K. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to hold the annual Dog Vaccination & Licensing Clinic at the Morristown Public Works Dept., on Saturday, April 8th, from 1:00pm - 3:00 pm.
- L. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to waive the hall fee on April 29th for the Commercial Club; who's sponsoring the event "Mayhem in Morristown", AWF Wrestling, for a playground equipment fundraiser.
- M. A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to approve the Morristown Fire Department Officers for 2017.
- N. A motion was made by Lisa Karsten, seconded by Scott Allen, and carried unanimously to pay Abdo, Eick & Meyers LLP 2016 Audit Fees of \$10,850.00.
- O. Steve Nordmeier asks the Council if they would pay for or split the costs of new volleyball nets with Dam Days. The cost is approximately \$300 for two nets.

7. New Business: (cont.)

- O. (cont.) Todd Schmidtke and Kristina Green may start up a city volleyball summer league. A motion was made by Scott Allen, seconded by Kathy Wolf, and carried unanimously for the City to pay the \$300 for volleyball nets; Scott amended his motion stating the funds will come out of 580-Parks.
- P. With having a paved access road behind the Community Center, Dan Morris is concerned about the generator being at risk; asking if the Council could fence or add post to protect it. This item will be tabled to the next regular meeting.
- Q. Sheri Gregor asks the Council if would consider hiring a business to deal with pest control. The Council asked her to get two bids by the next meeting.
- R. A motion was made by Scott Allen, seconded by Seth Prescher, and carried unanimously to send a certified letter of Ordinance 92.21 Violation notification to the address of 307 S. Division St.
- S. A motion was made by Lisa Karsten, seconded by Scott Allen, and carried unanimously to advertise for a part-time deputy clerk, working a monthly minimum of 30 hours, municipal experience desired but not required, wage will be based on education and experience and take applications through Wednesday, February 22, 2017. The Council is to look over the applicants and choose their top three candidates and will decide at the March meeting on an interview committee.
- T. A motion was made by Lisa Karsten, seconded by Scott Allen, and carried unanimously to have Kurt Wolf approach the Executive Board of the American Legion Post 149 to ask for the donation of a new American flag for the Community Center.
- U. A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to have Scott Allen contact Tim of Hillyard's to service the Community Center's floor scrubber.

8. Correspondence and Announcements:

The Cannon Valley Players presents this year's Annual All Male Cast Play "The Trials of Robin Hood". Performances will be held February 24th and 25th at 7:00 p.m. and February 26th Matinee at 2:00 p.m. Proceeds are distributed among many organizations. Past recipients have been local Sunday Schools and Churches, Boy Scouts, Girl Scouts, Youth Groups, Youth Shooting Team, Air Rifle Team, the Community Center. This year the Playground Project Fund may also benefit from the earnings.

9. Claims and Accounts:

A motion was made by Scott Allen, seconded by Lisa Karsten, and carried unanimously to pay the January 15, 2017 Mid-Month Claims totaling \$24,412.80 from the General Fund, \$386.79 from the Fire Department Fund, \$108.08 from the Water Operations Fund, the February 06, 2017 Current Claims totaling \$19,739.90 from the General Fund, \$1,730.73 from the Fire Department Fund, \$949.84 from the Water Operations Fund, \$39,530.03 from the Wastewater Operations Fund, \$4,183.22 from the Refuse Fund, and the Late Claims totaling \$70.87 from the Fire Department Fund, \$34.00 from the Water Operations Fund, \$1,245.50 from the Wastewater Operations Fund and \$34.00 from the Refuse Fund, as printed.

10. Council Discussion and Concerns:

A special meeting is scheduled for Monday, February 27, 2017 at 7:00 p.m. Items to be discussed will include our Police Dept. situation, Community Center LED lighting, 2017 City Council appointments and City social media presence.

11. Adjourn & Next Meeting:

A motion was made by Scott Allen, seconded by Kathy Wolf, and carried unanimously to adjourn. The meeting adjourned at 8:59 p.m.

The next regular meeting will be held Monday, March 06, 2017 at 7:00 p.m.

/s/ Kurt Wolf  
Kurt Wolf, Mayor

ATTEST:

/s/ Sheri Gregor  
Sheri Gregor, City Clerk/Treasurer

## **MORRISTOWN CITY COUNCIL MEETING MINUTES**

7:00 P.M. Regular Meeting 7:30 P.M. Public Hearing  
Monday, March 06, 2017

Members Present: Mayor Kurt Wolf, Council Lisa Karsten, Kathy Wolf, Seth Prescher

Member Absent: Scott Allen

Others Present: Attorney Mark Rahrlick, City Engineer Rich Revering, Police Officer Chris Langr, Troy Dahle, Jack Schwichtenberg, Virginia Schmidtke, Tim Flaten, Margaret Butler, Pam Merritt, Tim Minske, Dan Morris, Mike O'Rourke, Mark Morris, Adam Uittenbogaard, Steve Nordmeier, Chris Anderson, Randy Meyers, Joe Kidder, Roland Rutz and City Clerk Sheri Gregor

1. The regular meeting of the Morristown City Council was called to order on Monday, March 06, 2017 at 7:00 p.m., in the Council Chambers at 402 South Division Street by Mayor Kurt Wolf.
2. The Pledge of Allegiance was recited.
3. Additions/Corrections to the Agenda:  
Lisa Karsten adds under New Business: N. Critter by the River, O. Hydrant Flushing. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to approve the Agenda with the additions.
4. Consent Agenda:  
The Public Works Report and the Sky Warn Report were pulled. A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to approve the Consent Agenda minus the Public Works Report and the Sky Warn Report. Public Works Report – Tim Minske presented options for replacing the snowplow (with equipment that can be utilized year around) with a front end pay loader/ wing. The 1- ton truck needs to be replaced. The Council instructed Tim to get pricings, locked in quotes/bids for replacements and for repairing (snowplow), so then they can compare numbers to decide to fix versus change out. Tim Minske inquired about the lumber that was purchased last year for an ice skating rink.



4. Consent Agenda:

Public Works Report – Tim Minske wondered what was ever done about the manhole issue in the mobile home park. We will look back at the minutes to see what transpired. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to except the Public Works Report as presented.

Sky Warn – Tim Flaten announced that Sky Warn, on March 22nd at 6:30 p.m., will hold its annual training, here in the Council Chambers (Government Room). Todd Krause, from the US National Weather Service in Chanhassen, MN., will be teaching the class, which is open to the public. Morristown Sky Warn is donating \$2,000 to the playground equipment project. Morristown Sky Warn has been up to the NWS, meeting criteria to become a “storm ready city” and will complete the application with Todd Krause at the training session. The sirens are getting worked on, as the one located by the cold storage building on Division St. hasn’t been going off during testing. No new news about the Doppler at this time. Our Director has stepped down, due to health reasons, so Tim Flaten has picked up that position. A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to approve the Sky Warn Report as presented.

5. Comments and Suggestions from Citizens Present:

Mike O’Rourke, on behalf of the Cannon Valley Players, thanked the City for letting them use the facilities. The CVP met and donated just under \$3,800.00 to local churches with \$1,500.00 of that amount going towards the playground. Mike O’Rourke asked if the Council would waive the rental fee of \$500 and the CVP will donate that amount to the playground also. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to waive the Community Center Hall rental fee of \$500.00, which in turn will be donated to the playground project. Dan Morris asked if the City wants him to order the same number of dumpsters for the City, for the Recycle Day, when he orders for the Township. The Council said “Yes”.

Tim Flaten noted that the access road in back of the building isn’t weathering well. Tim Minske will look at the pavement and contact Dave LaCanne.

Lisa Karsten announced that the Morristown Historical Society has received a Minnesota Historical & Cultural Heritage Grant for \$5,100.00 and will be in search of a historian to further the research on the mill and fill out the application for national register status (as books fell off the shelf - GHOST?).

6. Unfinished Business:

- A. Kurt Wolf spoke about the CIT visit to City Hall and his conversations with Macro and Pantheon, regarding the City's IT Systems renovation. This item is tabled until the April meeting when the proposals/quotes are available.

**Public Hearing 7:30 PM – Proposed Vacation of a Public Alley**

After receiving new information, city attorney Mark Rahrnick will revise "Resolution 2017-7: A Resolution Vacating An Alley In Adams & Allens Addition" to vacate just the West section of the alley from 2nd St N.W. to the Cannon River. Roland Rutz, owner of Rutz Organ Company, uses the alley entryways from 2nd St. N.W. and N. Division St. as access to his warehouse; for semis to deliver materials.

6. Unfinished Business (cont.):

- B. Tim Minske got a proposal, of \$2,219.17, from Caron Fence to enclose/protect the generator by the Community Center/City Hall building. Our policy is to get a minimum of two bids when services/purchases total between \$501.00 and \$10,000.00. Tim M. will seek another bid for comparison.
- C. Sheri Gregor, City Clerk, got two bids for pest control from Plunkett's and Orkin. A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to hire Plunkett's for rodent control, ant spray, spider, and fall invaders at \$685.00.
- D. The City Council needs more information on capital outlay unallocated monies before approving a donation amount for the playground project. The amount needs to be decided before the grant deadline of March 31st. It will be determined at the special meeting on Monday, March 20, 2017.
- E. Loren Dahle and Tim Flaten have volunteered to become EDA committee members. A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to appoint Loren Dahle and Tim Flaten to the EDA.
- F. Kurt Wolf and Lisa Karsten will meet with the Deputy Clerk applicant and have a recommendation for the Council at the special meeting on March 20, 2017.
- G. The Clerk, Zoning Board nor the Council have had any response from the Ordinance 92.21 violation letter sent to 307 S Division St. One final certified letter will be sent. If there's no action taken administrative fines will commence.
- H. Seth Prescher continues to work with the LCCB president on the installation of an ATM at the Community Center. The location will need to be decided as the ATM needs to be secured to the floor or wall.

6. Unfinished Business (cont.):

- I. Kurt Wolf will present a donation request on City letterhead for an American Flag, from the American Legion Post #149.
- J. A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to waive the government room rental fee of \$30.00 for the Provider's Choice (Day Care Food Service) on March 30, 201
- K. Public Works Department - Expectations & Priorities – Lisa Karsten has presented a draft of the public works director job description to the Council. They are to look it over and give Lisa feedback.
- L. The City Personnel Policy will be revised with the updated Public Works Director job description at the special meeting on March 20, 2017.
- M. Attorney Mark Rahrck will revise the Resolution 2017-7, to exclude the valley way used by Rutz Organ Company, for adoption at the next regular meeting.

7. New Business:

- A. Pam Merritt, on behalf of the annual fundraiser Bucs Night Out - Moving Forward Foundation, to be held at the Morristown Community Center on April 08, 2017, ask for the rental fee to be waived and also allow them to use the government room for their silent auction. A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to waive the fee like we did last year for "Bucs Night Out".
- B. A discussion was held as Land Developer, Joe Kidder, approached the Council with plans for the 20 acres of land to be purchased from Randy Meyers. Once Joe has a definite proposal, the Council will review and discuss what is feasible for both parties and measures that need to be taken.
- C. In May 2016, a motion was past that stated snowbirds and vacant homes would pay the base charges for monthly \$6.16 water and \$20.00 sewer utilities, even though the home isn't occupied. A motion was made by Seth Prescher, seconded by Lisa Karsten, and carried unanimously to also charge the monthly \$12.69 garbage collection and \$1.24 waste tax fees beginning with the next billing cycle of April 2017. Because the City contracts with Archambault Brothers, all the residents as a whole, benefits with reasonable rates, compared to each homeowner contracting individually. Therefore whether your home uses this service or not, it is available to you and the City is still charged for your share.
- D. Concerns were raised about citizen's safety with a new adult foster care home resident's nature. This home is state licensed and precautions are being taken to ensure the best security.

7. New Business (cont.):

- E. The Council shared information on the benefits, expenses and coverage options if the City would contract with the Rice County Sheriff's Department. The Council is evaluating whether to hire a new Morristown Police Chief, upon the retirement of David Osborne or contract with Rice County. The public's opinion will weigh heavily on this decision, so citizens need to voice their views at the special "town Hall" meeting.
- F. Official City of Morristown Social Media Presence – Table to the April meeting.
- G. Update 2017 City Committee Appointments – Tabled to the April meeting.
- H. Council Member Kathy Wolf spoke with Karen Malkowski, Energy Efficiency Specialist, of the Minnesota Chamber, and filed for a grant; to upgrade the Community Center's lighting to LED.
- I. John Hiller, Hiller's Last Call Liquor and Bait, ask the council to be aware of the expected passage of a bill repealing the ban on Minnesota Sunday liquor sales. John asks what the City plans on doing with licensing. The Council will address this issue after the bill becomes final.
- J. The Council request two bids to purchase a new vacuum cleaner for the Community Center. Lisa Karsten will submit bids at the April meeting.
- K. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to approve Resolution 2017-8: a Resolution Accepting Donation of the cigarette receptacle for the entrance of the Community Center from the Morristown "Coffee Club". Roll Call: Lisa Karsten – Yes, Kathy Wolf – Yes, Kurt Wolf – Yes, Seth Prescher – Yes, Scott Allen – Absent. Resolution passed.
- L. The City Council will submit their entry to be part of the 32<sup>nd</sup> Annual Morristown Dam Days Parade on Friday, June 2, 2017. They will ride in the City of Morristown's 1939 Fire Truck.
- M. Dahle Enterprise submitted a proposal to move the tile line regarding the retention pond for \$6,752.00. Landowners Don Olson agreed to pay half of the expense and a member of the Council will speak with Darrel Hopman, who is open to paying his share of this project. A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to waive the personnel purchasing policy for this particular situation, because this is so time sensitive; Troy's done a lot of leg work on it; we aren't going to go with anyone other than Dahle Enterprises anyway because our work in town.

M. (cont.) A motion was made by Lisa Karsten, seconded Kathy Wolf, and carried unanimously to move forward with this proposed project for Dahles to move the tile line, with Don Olson paying 50%.

N. Lisa Karsten talked to Scott Allen about taking care of the critter that is damaging/will kill the trees down by the dam.

O. Tim Minske wants to reset flushing the hydrants to monthly and Tuesdays. This will be discussed at the next meeting.

7. Correspondence and Announcements:

Recycle Day - Saturday, April 1st 9am – 1pm

Animal Vaccination & Licensing Clinic - Saturday, April 8th

8. Claims and Accounts:

A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to pay the February 15, 2017 Mid-Month Claims totaling \$1,876.46 from the General Fund, \$1,196.36 from the Fire Department Fund, \$19,475.00 from the Fire Hall Debt Fund, \$92.06 from the Water Operations Fund, the March 06, 2017 Current Claims totaling \$34,306.67 from the General Fund, \$263.06 from the Fire Department Fund, \$1,653.20 from the Water Operations Fund, \$3,012.55 from the Wastewater Operations Fund, \$4,233.89 from the Refuse Fund, and the Late Claims totaling \$215.83 from the General Fund, \$283.47 from the Fire Department Fund, \$58.00 from the Water Operations Fund, and \$683.33 from the Wastewater Operations Fund, as presented.

9. Council Discussion and Concerns:

None

10. Adjournment & Next Meeting:

A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to adjourn. The meeting adjourned at 10:15 p.m.

The next regular meeting will be held Monday, April 03, 2017 at 7:00 p.m.

/s/ Kurt Wolf

Kurt Wolf, Mayor

ATTEST:

/s/ Sheri Gregor

Sheri Gregor, City Clerk/Treasurer

## **MORRISTOWN CITY COUNCIL MEETING MINUTES**

7:00 P.M. Special Meeting

Monday, March 20, 2017

Members Present: Mayor Kurt Wolf, Council Lisa Karsten, Kathy Wolf, Seth Prescher

Member Absent: Scott Allen

Others Present: Attorney Mark Rahrick, Police Officer Chris Langr, Sheriff Troy Dunn, Troy Dahle, Jack Schwichtenberg, Jim Norris, Paige Dahle, Loren Dahle, Leon Gregor, Steve Golombeski, Faye Golombeski, Pam Golombeski, Steph Ryman, Katrina Hiller, Melissa Krenik, Jim Lonergan, Jesse Sanders, Janis Rossow, Deb Moline, Tim Flaten, Charlie Moline, Steve Felix, Julie Felix, Stuart Nordmeier, Nancy Larsen, Rick Karsten, Maxine Nordmeier, Cody Kolstad, Jack Blackmer, Danny Timm, Erin Rossow, Matthew Rossow, Johnathan Chmelik, Justin Duncan, Ginny Dahle, Linda Vollbrecht, Tyler Velzke, Jim Hermel, Marv Velzke, Jake Duncan, Margaret Butler, Tim Minske, Dan Morris, Mike O'Rourke, Adrienne O'Rourke, Mark Morris, Steve Nordmeier, Adam Uittenbogaard, Chris Anderson, Darrel Hopman, Michael Bohner, Randy Meyers, Lynette Bohner, Daryl Bauer and Sheri Gregor

The special meeting of the Morristown City Council was called to order on Monday, March 20, 2017 at 7:00 p.m., in the Community Center at 402 S. Division Street by Mayor Kurt Wolf.

The Pledge of Allegiance was recited.

### Additions/Corrections to the Agenda:

Lisa Karsten adds to the Agenda H. Waste Water Plant Chemical Feed Pump and I. Community Center Vacuum.

A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to approve the Agenda with the additions.

**A.** The City Council held a public town hall meeting to hear residents' concerns and opinions on the future of Morristown's Police Department. Rice County Sheriff Troy Dunn was on hand to present information and to answer resident's questions on the option of contracting with the Rice County Sheriff's Department.

**A. (cont.)** The proposed contract options are a minimum of two and a maximum of five year agreements and based on the designated scheduled hours. Based on options of contracting 40 hours per week, the first year total cost, minus the squad trade-in of \$20,000, is \$79,205.00. Contracting 50 hours per week, the first year total cost, minus the squad trade-in, is \$102,000.00. Contracting 60 hours per week, the first year total cost, minus the squad trade-in, is \$125,054.00. The annual cola raise is would be 3%. The 2017 City's Police Department budget is \$144,400.00 at 72 hours of coverage per week (no holiday pay or health benefits). A decision on the future of the Police Department is hoped to be made at the next City Council meeting on Monday, April 03, 2017.

**B.** A motion was made by Seth Prescher, seconded by Lisa Karsten, and carried unanimously to approve the donation of \$25,000.00 to the city playground project. The fund this money comes out of will be determined once we receive our audit report.

**C.** A motion was made by Seth Prescher, seconded by Kathy Wolf, and carried unanimously to approve Resolution No. 2017-9: A Resolution to Declare the City of Morristown as Legal Sponsor of the Outdoor Recreation Project. Roll Call: Lisa Karsten – Yes, Kathy Wolf – Yes, Kurt Wolf – Yes, Seth Prescher – Yes, Scott Allen – Absent. Resolution passed.

**D.** A motion was made by Lisa Karsten, seconded by Kathy Wolf, carried unanimously to change flushing hydrants to the first Tuesday of every month April through November

**E.** A motion was made by Seth Prescher, seconded by Kathy Wolf, and carried unanimously to approve the public works job description.

**F.** The Deputy Clerk recommendation was tabled until after the audit information is received.

**G.** Seventeen of the 19 acres of land for sale, on the west end of the city limits, is under contract for purchase. Currently this land of zoned agricultural. The potential buyer would like six of those acres rezoned highway commercial, to build storage units. The owner, Randy Meyers, was instructed to submit a formal application for rezoning. This would be the first step needed to be taken before a public hearing can be scheduled, then the owner needs to follow the process required for rezoning.

**H.** A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to allow Tim Minske to purchase a chemical feed pump for the plant, from Bemis Well Drilling for \$2,670.00 and waive the required purchase policy of getting a minimum of two bids.

**I.** A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to purchase a Riccar commercial grade vacuum from Chanhassen Vacuum Sales Center for \$549.00.

Adjournment & Next Meeting:

A motion was made by Seth Prescher, seconded by Lisa Karsten, and carried unanimously to adjourn. The meeting adjourned at 9:25 p.m.

The next regular meeting will be held Monday, April 03, 2017 at 7:00 p.m.

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Kurt Wolf, Mayor

ATTEST:

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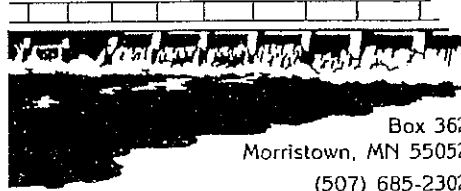
Sheri Gregor, City Clerk/Treasurer



# City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

*Best Little Town By A "Dam Site"*



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

## MORRISTOWN CITY COUNCIL MEETING MINUTES

7:00 P.M. Regular Meeting

Monday, April 03, 2017

Members Present: Mayor Kurt Wolf, Council Scott Allen, Kathy Wolf, Seth Prescher

Member Absent: Lisa Karsten

Others Present: Attorney Mark Rahrack, City Engineer Rich Revering, Police Officer Chris Langr, Sheriff Troy Dunn, Troy Dahle, Jack Schwichtenberg, Virginia Schmidtke, Tim Flaten, Margaret Butler, Mark Morris, Tim Minske, Dan Morris, Mike O'Rourke, Loren Dahle, Todd Liverseed, Adam Uittenbogaard, Steve Nordmeier, Chris Anderson, Erin Enstad, Pat Kaderlik, Matt Rossow, Stuart Nordmeier, Tony Lindahl, Ryan Schiell, Faye Golombeski and City Clerk Sheri Gregor

1. The regular meeting of the Morristown City Council was called to order on Monday, April 03, 2017 at 7:00 p.m., in the Council Chambers at 402 S. Division Street by Mayor Kurt Wolf.
2. The Pledge of Allegiance was recited
3. Additions/Corrections to the Agenda:  
Kurt Wolf adds under New Business: G. Lake Region Ducks Unlimited Gambling Permit. A motion was made by Seth Prescher, seconded by Kathy Wolf, and carried unanimously to approve the Agenda with the addition.
4. Consent Agenda:  
Tim Minske asked to pull the Public Works Report. A motion was made by Kathy Wolf, seconded by Seth Prescher, and carried unanimously to accept the Consent Agenda minus the Public Works Report. Tim Minske expressed the need to get an isolation valve put in before the meter, at the mobile home community, and fix the steel pipe leak. The Council recommends Tim to get bids and contact the manager of MHC. Tim informed the Council that the sewer plant office roof is leaking. Tim is to get two bids for repairing the roof. Tim will also contact the sign company for prices to get address signage for approx. 24 city limit properties that weren't done when Rice County updated 911 street address signs in the spring of 2012. Once a councilmember is appointed to the streets committee, Tim wants to speak with the member to address the condition of our streets.

4. Consent Agenda: (cont.)

Public Works Report (cont.) Tim Minske explained what happened during the paving process of the Community Center back access road, causing the big rocks to come through. If we seal coat that area next year it will look better.

A motion was made by Seth Prescher, seconded by Kathy Wolf, and carried unanimously to accept the Public Works Report.

5. Comments and Suggestions from Citizens Present:

Todd Liverseed expressed his comments on the police department situation.

Mike O'Rourke presented the Council with an updated playground project packet. The playground grant application has been submitted.

Tim Flaten spoke on the Sky Warn annual training last week with about 100 people in attendance. Sky Warn is working on getting the siren fixed and will see if it's covered by insurance. Sky Warn will have four new members. Scott Allen motioned to accept the Sky Warn report, seconded by Seth Prescher and carried unanimously. On a personal note, Tim Flaten stated the waterway work behind his place is slipping away. He has talked to Troy Dahle and Tim Minske about it.

Stuart Nordmeier started working on the beaver eradication at the dam and neighboring areas.

Dan Morris informed the Council that the Recycle Day was phenomenal. Besides the expected claims, Dan mentioned that an individual delivered/hailed away free all of the appliances (at least 6 trailers and pick-up loads plus a trailer and truck load of grills), which saved us hundreds and hundreds of dollars. The township plans to reimburse Jesse Ahlman for gas. A motion was made by Scott Allen, seconded by Kathy Wolf, and carried unanimously, to match the township's gas gift card for Jesse Ahlman's services.

Tim Minske informed the Council the back-up siren hasn't worked for a while. The control panel is burnt out. Also the Community Center generator heater needed replaced and the control head is bad. Both possibly caused by lightning. We've got two insurance claims going.

Ryan Schiell expressed his concern that there isn't a painted road cross walk from the park trail over to the mill and dam. That is the County's road, so that would be at their discretion.

6. Unfinished Business:

A. Kurt Wolf stated he has a lot of information to evaluate on the IT systems proposals. Item tabled until the May 1st meeting.

6. Unfinished Business: (cont.)

- B. A motion was made by Seth Prescher, seconded by Scott Allen, and carried unanimously to award Voegele Builders, LLC the bid to fence in the generator at \$2,389.14.
- C. A motion was made by Scott Allen, seconded by Kathy Wolf, and carried unanimously to purchase the 2017 Ram Truck, Model 5500, from Harry Brown's for \$46,298.15. The Council asks Tim Minske, besides Crysteel, to get a 2nd bid for dump body.
- D. The Minnesota Chamber of Commerce approved the grant application of \$2,194.57 for the LED lighting project. The end grant amount will depend on the final estimated energy savings for the completed project. A motion was made by Scott Allen, seconded by Kathy Wolf, and carried unanimously to hire LaCanne Electric to upgrade the Community Center/ City Hall, indoors and outdoors, with LED lighting. LaCanne Electric's bid of \$29,937.44 includes materials, installation and labor. After the Xcel Energy Utility Rebate of \$5,261.73, the final LaCanne Electric bid cost is \$24,675.71.
- E. A motion was made by Seth Prescher, seconded by Scott Allen, carried unanimously to begin the monthly administrative fine(s) to 307 S. Division St., for failure to respond to the notice of violation letters, of City Code Ordinance 92.21, and take action to resolve the issue.
- F. Seth Prescher tabled the LCCB ATM item. Seth is waiting on information from LCCB.
- G. A motion was made by Seth Prescher, seconded by Kathy Wolf, and carried unanimously to take action not vacate the alley. The "alley" refers to the public alley lying between the Northerly prolongation of the East line of Lot 4 and the Northerly prolongation of the East line of Lot 1, all in Block 29; and between the Northerly prolongation of the West line of Lot 8 and the Northerly prolongation of the East line of Lot 1, all in Block 30, all of Adams and Allens Addition in which a public hearing was held March 6, 2017.
- H. Seth asked the Council to review the social media policy template and possibly adopt it at the next meeting.
- I. Kurt Wolf wants to speak with Scott Allen and Kathy Wolf before he completes the city committee appointments. This item is tabled until the May 1st meeting. Kurt Wolf pointed out the Economic Development Authority committee's new appointees were approved at the last Council meeting and the EDA is holding meetings.

6. Unfinished Business: (cont.)

- J. During the interim of permanent police coverage, Officer Chris Langr has scheduled coverage for Dam Days and wedding dances. Attorney Mark Rahrlick advised to not hold a referendum sighting designated issues; that an advisory informal survey could be one way to go, but ultimately it's the City Council's decision. Mark Rahrlick and Engineer Rich Revering spoke on aspects of informal surveys and this idea was ruled out.
- K. Mayor Kurt Wolf tabled the Council's police force vote, to retain the Morristown Police Dept. or contract with the Rice County Sheriff's Dept., until Monday, April 10th at 7 p.m., during a special meeting, when all five Council members are present. Some discussion was entertained on the options and budget.

7. New Business:

- A. Erin Enstad of Abdo, Eick & Meyer, manager in charge of the Morristown City audit this year, presented the Council with the 2016 results.
- B. A motion was made by Seth Prescher, seconded by Scott Allen, and carried unanimously to allow spring open burning, by permit, in the City limits, April 4th through May 15, 2017.
- C. Mark Rahrlick will amend Ordinance 110.12 Alcoholic Beverages – Hours and Days of Sales to be adopted at our May 1st meeting. The Minnesota state Sunday off-sale liquor law goes into effect July 01, 2017.
- D. The new law will not affect our City Code of Alcoholic Beverages – Ordinance 110.13 Fees.
- E. The Community Center's old vacuums were given away for repair and then will be donated.
- F. A motion was made by Scott Allen, seconded by Seth Prescher, and carried unanimously to waive the Community Center hall fee for the American Red Cross Blood Drive, to be held May 08, 2017.
- G. A motion was made by Seth Prescher, seconded by Scott Allen, and carried unanimously to sign the gambling permit application for Lake Region Ducks Unlimited. Their banquet will be held in our facility on October 07, 2017.

8. Correspondence and Announcements:

Zoning Board – Rezoning Public Hearing – Thursday, April 20, 2017 - 7:30 pm  
Dog/Cats Vaccination & Dog Licensing Clinic, Saturday, April 08, 2017 1pm - 3pm

9. Claims and Accounts:

A motion was made by Scott Allen, seconded by Seth Prescher, and carried unanimously to pay the March 20, 2017 Mid-Month Claims totaling \$34,042.22 from the General Fund, \$5,706.48 from the Fire Department Fund, \$524.00 from the Water Operations Fund, \$1,186.34 from the Wastewater Operations Fund, the April 03, 2017 Current Claims totaling \$9,470.96 from the General Fund, \$10,134.10 from the Fire Department Fund, \$227.10 from the Wastewater Operations Fund, and the April 03, 2017 Late Claims totaling \$3,595.99 from the General Fund, \$326.41 from the Fire Department Fund, \$484.44 from the Community Center Debt Fund, \$439.69 from the Water Operations Fund, \$4,724.39 from the Wastewater Operations Fund and \$8,608.55 from the Refuse Fund as presented.

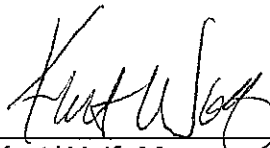
10. Council Discussion and Concerns:

Kurt Wolf informed us that Morristown was presented a Wastewater Award at this year's Wastewater Conference.

A motion was made by Scott Allen, seconded by Seth Prescher, and carried unanimously for Tim Minske to price out the cost only of replacing the broken springs on the plow truck, to meet DOT specs.

11. A motion was made by Scott Allen, seconded by Seth Prescher, and carried unanimously to adjourn. The meeting adjourned at 9:08 p.m.

12. The next regular meeting will be Monday, May 01, 2017 at 7 p.m.

  
Kurt Wolf, Mayor

ATTEST:

  
Sheri Gregor, City Clerk/Treasurer

## **MORRISTOWN CITY COUNCIL MEETING MINUTES**

7:00 P.M. Special Meeting

Monday, April 10, 2017

Members Present: Mayor Kurt Wolf, Council Lisa Karsten, Scott Allen, Kathy Wolf and Seth Prescher

Others Present: Attorney Mark Rahrlick, Jack Schwichtenberg, Tim Flaten, Margaret Butler, Mark Morris, Chris Anderson, Jim Lonergan, Sheriff Troy Dunn, Stuart Nordmeier, Cody Kolstad, Tony Lindahl, Ryan Schiell, Adrienne O'Rourke and City Clerk Sheri Gregor

The special meeting of the Morristown City Council was called to order on Monday, April 10, 2017 at 7:00 p.m., in the Council Chambers at 402 S. Division Street by Mayor Kurt Wolf.

The Pledge of Allegiance was recited.

Mayor Kurt Wolf opened the meeting up for discussion whether to continue our Police Department or to enter into a contract with the Rice County Sheriff's Department. Kurt Wolf asked the Council Members if they had any new information they wanted to share. Seth Prescher, Kathy Wolf, and Scott Allen voiced that most people's opinion is in support of keeping a local police department. Lisa Karsten didn't have any new information. Kurt Wolf mentioned he has heard a mix of opinions from citizens. Kurt Wolf discussed some estimates and stated that if we keep our police department we may have to pay more taxes for salaries and additional technology requirements. Sheriff Dunn spoke on behalf of the contract. There was discussion both ways on city or county and Council input on expenses and hiring a chief and part-time. Kurt Wolf asked if the citizens are willing to pay higher taxes to keep our police department. Lisa Karsten states the County contract will be cheaper. Kurt Wolf said that you've heard a lot of the key points; Kurt knows how he feels as a citizen and an elected official. He thinks it's worth our time, money and energy to give it a try.

A motion was made by Kurt Wolf to contract with Rice County for 2 years at 60 hours a week, to handle our police needs, seconded by Lisa Karsten. Kathy Wolf voted in favor of this motion. Scott Allen and Seth Prescher opposed. The motion was carried by a 3 to 2 vote.

A motion was made by Lisa Karsten, seconded by Scott Allen, and carried unanimously to adjourn. The meeting adjourned at 8:10 p.m.

The next regular meeting will be held Monday, May 01, 2017 at 7:00 p.m.

/s/ Kurt Wolf  
Kurt Wolf, Mayor

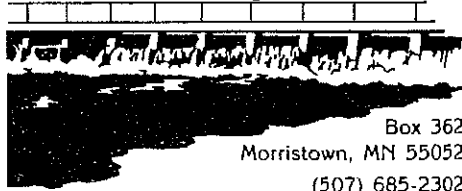
ATTEST:

/s/ Sheri Gregor  
Sheri Gregor, City Clerk/Treasurer

# City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

*Best Little Town By A "Dam Site"*



Box 362

Morristown, MN 55052

(507) 685-2302

## MORRISTOWN CITY COUNCIL MEETING MINUTES

7:00 P.M. Regular Meeting

Monday, May 1, 2017

Council Present: Mayor Kurt Wolf, Lisa Karsten, Scott Allen, Kathy Wolf, Seth Prescher

Others Present: Attorney Mark Rahrick, City Engineer Rich Revering, Sheriff Troy Dunn, Troy Dahle, Jack Schwichtenberg, Virginia Schmidtke, Tim Flaten, Margaret Butler, Ginny Dahle, Dale Dulas, Mark Morris, Tim Minske, Dan Morris, Mike O'Rourke, Loren Dahle, Adam Uittenbogaard, Steve Nordmeier, Chris Anderson, Pat Kaderlik, Erin Rossow, Matt Rossow, Stuart Nordmeier, Tony Lindahl, Ryan Schiell, Faye Golombeski, Loren Christianson, Stan Merritt, Gladys Merritt, Lynda Schlie, Dave Schlie, Chris Melchert, Pam Golombeski, Rick Imberg, John Schlie, Jesse Sanders, Bruce Morris, Rachel Morris, Jim Lonergan, Rick Karsten, Pete Remington, Pat Melchert, Ron Melchert, Al Reinke, Justin Duncan, Jake Duncan, Tom Gruidl, Mary Meyers, Darrel Hopman, Carmen Burgess, Troy Burgess, Sharon Schumann, Jake Englert, Steph Ryman, Jamie Walburn, Gary Walburn, Stacy Chmelik, Jonathan Chmelik, Kyle Morris, Paige Dahle, Leah Harp, Jamie Keating, Renae Krause, Ronna Love, Crystal Schruer, Jake Golombeski, Matt Boese, Nicholas Boese, Adrienne O'Rourke, Leon Gregor, Toni Ahlman, Chuck Larsen, Police Officer Christopher Langr, Randy Meyers, Sue Meyers, Joe Kidder, Arlen Krause, Kelly Wenker, Melissa Claude, Anna Schwichtenberg, Jackie Saemrow, Melanie Hopman, Jack Blackmer, Mike Ahlman, Ton McShane, Scott Condon, Becky Oorlog, Colin Oorlog, Jeff Wenker, Harold Kuball, Harriet Kuball, Steve Felix, Julie Felix, Lori Still, Brad Still, Linda Dahle, City Clerk Sheri Gregor and others

1. The regular meeting of the Morristown City Council was called to order on Monday, April 03, 2017 at 7:12 p.m., in the Community Center at 404 S. Division Street by Mayor Kurt Wolf.
2. The Pledge of Allegiance was recited
3. Corrections to the Agenda:  
No corrections were made to the meeting Agenda.



4. Consent Agenda:

Mark Morris asked to pull the Zoning Board Report. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to accept the Consent Agenda minus the Zoning Board Report.

Mark Morris recommended the Council take action on a violation of Ordinance §152.206: Travel Trailers, Recreation or Camping Vehicles, and Cabins at 302 1st Street N.E. The ordinance has time restraints, so Mark Morris request this notice be delivered so the property owner is aware of the city code. The Council calls on the Clerk to send a certified letter or have it delivered by the Rice County Sheriff's Dept. A motion was made by Lisa Karsten, seconded by Scott Allen, and carried unanimously to accept the Zoning Board Report.

5. Comments and Suggestions from Citizens Present:

Attorney Mark Rahrlick led the discussion with acknowledging the petition was received by Mayor Kurt Wolf, wishing to maintain and keep our local Police Department. Mark Rahrlick informed the crowd of over 100 citizens, that the petition has no legal binding effect of reversing the previous City Council's decision to contract the Rice County Sheriff's Office. Dale Dulas spoke on behalf of the citizens' present requesting they be given the opportunity to be heard, to comment on repealing the 3-2 decision to contract with Rice County. Justin Duncan and Bruce Morris spoke on behalf of the petition opposing the Rice County Sheriff's Department Contract. Mike O'Rourke and Jeff Wenker commented in favor of signing the contract agreement with Rice County Sheriff's Department.

6. Unfinished Business:

A. Mayor Kurt Wolf asked the Council to speak in review of the Rice County Sheriff's Department contract. Scott Allen expressed he is in favor of keeping the Morristown Police Department. Scott added that the County would do an excellent job, but said "I'm with you" (the citizens). Kurt Wolf asked for Scott's comments related to the language of the contract. Scott has no problem with the contract. Seth Prescher has no problem with the contract the way it's worded. Seth thinks based on the contract, our kids and community will receive the safety, support, and professionalism we expect out of a police force. Seth will respect the decision made at the last meeting, to go forward with this contract. Kurt Wolf stated the contract version, used for the petition, isn't the same contract being reviewed tonight.

6. Unfinished Business:

- A. (cont.) Kathy Wolf stated she is all for getting Rice County because they are already trained and if you get new officers (for a Mstn police dept.) you aren't going to know them anyway so what's the difference if we go with Rice County? The Mayor asked if Kathy had anything to say about the contract, she said not at this time. Lisa Karsten took a short survey by way of a show of hands, asking the citizens if public safety is your top priority, who's more qualified to hire police officer's, no problem with the language of the contract as presented. Scott Allen motioned to table this and relook at this whole thing. Not hearing a second, Kurt Wolf entertained a motion to approve the contract with Rice County. A motion was made by Seth Prescher, seconded by Lisa Karsten to approve the contract with Rice County. Also in favor of the contract, Kurt Wolf and Kathy Wolf, Scott Allen opposed. The motion was carried 4-1.
- B. A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to deem the Morristown Police Department inactive.
- C. Kurt Wolf tabled the IT systems proposals one more month.
- D. Seth Prescher steps away from being the Council member in charge of dealing with options of choosing an ATM vendor to install an ATM in the Community Center, due to a conflict of interest through his work. Besides Lake Country Community Bank, a secondary option would be a city owned ATM through Cardtronics. A motion was made by Lisa Karsten, seconded by Kathy Wolf, to give permission to Lake Country Community Bank to put in their ATM. In favor were Kurt Wolf and Scott Allen. Seth Prescher abstained. Motion carried.
- E. Lisa Karsten asks to table the social media policy and schedule a work session to graft the social media policy, personnel policy and purchasing policy.
- F. Seth Prescher tables the official City of Morristown Social Media presence.
- G. A motion was made by Lisa Karsten, seconded by Scott Allen, and carried unanimously to recommend offering Kristalyn Morris the deputy clerk position for 30 hours a month at \$14.00 an hour. The deputy clerk duties will be to learn all expected to know all portions of the clerk's job, to fill in upon the clerk's absence, and do what we need in the office.
- H. Kurt Wolf read the revised city committee appointments. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to approve the amended appointments for 2017 with the one correction.
- I. Tim Minske spoke about the PTO discrepancy with the new truck. A motion was made by Scott Allen, and seconded by Seth Prescher, and carried unanimously to purchase the Crysteel truck box.

6. Unfinished Business: (cont.)

- J. A motion was made by Lisa Karsten, seconded by Scott Allen, and carried unanimously to approve Ordinance 2017-2: An Ordinance Amending Section §110.12 of the Morristown City Code, Sunday Off-Sale Liquor. Roll Call: Lisa Karsten – Yes, Kathy Wolf – Yes, Kurt Wolf – Yes, Scott Allen – Yes, Seth Prescher – Yes.
- K. A motion was made by Seth Prescher, seconded by Lisa Karsten, and carried unanimously to approve Ordinance 2017-3: An Ordinance Amending Section §152.121 of the Morristown City Code, inserting Mini-Storage Facilities; allowed in the Highway Commercial District. Roll Call: Lisa Karsten – Yes, Kathy Wolf – Yes, Kurt Wolf – Yes, Scott Allen – Yes, Seth Prescher – Yes.
- L. The Zoning Board recommends the City Council rezone 7.09 acres of Randy Meyers agricultural property to highway commercial. A motion was made by Scott Allen, seconded by Lisa Karsten, and carried unanimously to rezone the 7.09 acres from ag to highway commercial, under the condition an administrative survey is recorded.
- M. Randy Meyers and Joe Kidder were present to observe the Council's approval of the Zoning Board's recommendations of the land development endeavor.

7. New Business:

- A. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously for the clerk to purchase \$300.00 worth of Dam Days and July 4<sup>th</sup> parade candy.
- B. A motion was made by Scott Allen, seconded by Seth Prescher, and carried unanimously to approve to pay Lisa Karsten's 2017 MN Mayor's Association Annual Conference fees, room and mileage.
- C. An ordinance is being created by the Zoning Board in regards to produce stands. This will be recommended to the Council at a future meeting.

8. Correspondence and Announcements:

None

9. Claims and Accounts:

A motion was made by Scott Allen, seconded by Lisa Karsten, and carried unanimously to pay the April 14, 2017 Mid-Month Claims and Accounts totaling \$9,125.75 from the General Fund, \$671.23 from the Fire Department Fund, \$2,109.99 from the Water Operations Fund, \$2,839.39 from the Wastewater Operations Fund, \$1,762.28 from the Refuse Fund; the May 01, 2017 Current Claims and Accounts totaling \$66,755.37 from the General Fund, \$7,037.50 from

9. Claims and Accounts: (cont.)

the Community Center Debt Fund, \$724.29 from the Fire Department Fund, \$1,991.63 from the Water Operations Fund, \$3,972.00 from the Wastewater Operations Fund; and the May 01, 2017 Late Claims and Accounts totaling \$1,729.89 from the General Fund, \$289.45 from the Water Operations Fund, \$1,787.50 from the Wastewater Operations Fund and \$4183.22 from the Refuse Fund as printed.

10. Council Discussion and Concerns:

Lisa Karsten announced on Sunday afternoon the Warsaw Willing 4H Club will be at the park cleaning out and replanting the flower pots. It's a community project at no cost to the City.

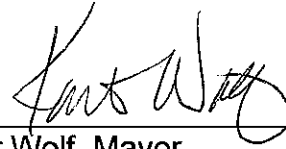
Lisa also mentioned there is a Blood Drive Monday, May 08, 2017 at the Community Center.

The Council's work session will be held Thursday, May 25th at 6 p.m.

The Fire Department is part of the City and can use the City copier.

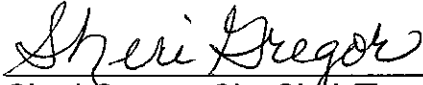
11. A motion was made by Scott Allen, seconded by Lisa Karsten, and carried unanimously to adjourn. The meeting adjourned at 8:31 p.m.

12. The next regular meeting will be Monday, June 05, 2017 at 7 p.m.



Kurt Wolf, Mayor

ATTEST:

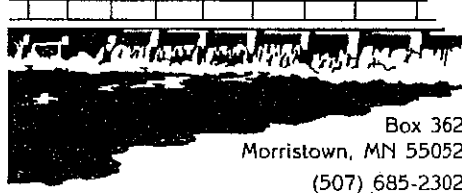


Sheri Gregor, City Clerk/Treasurer

# City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

*Best Little Town By A "Dam Site"*



Box 362

Morristown, MN 55052

(507) 685-2302

## **MORRISTOWN ZONING BOARD MEETING MINUTES**

**Regular Meeting 7 p.m.**

**Thursday, May 18, 2017**

The regular meeting of the Morristown Zoning Board was called to order, by Chairman James Lonergan, on Thursday, May 18, 2017 at 7:00 p.m., in the Council Chambers at City Hall, 402 S. Division Street.

Members Present: James Lonergan, Jack Blackmer, Steve Felix, Mark Morris  
and Mike O'Rourke

Member Absent: Zoning Administrator John Byers

Also Present: Chuck Larsen, Monty Melchert, Kris Strobel, Kim Halvorson and  
City Clerk Sheri Gregor

### 1. Additions/Corrections to Agenda:

Mike O'Rourke added item B. Contractor Fine to 6. New Business. A motion was made by Mark Morris, second by Jack Blackmer, and carried unanimously to accept the agenda with the one addition under new business.

### 2. Additions/Corrections to Minutes:

A motion was made by Jack Blackmer, seconded by Steve Felix, and carried unanimously to approve the April 20, 2017 minutes as presented.

### 3. Report on City Council Action Taken at Last Meeting:

The Council approved Ordinance 2017-3: An Ordinance Amending Section 152.121 of the Morristown City Code (Mini-Storage Facilities in Hwy/Commercial District)

The Council approved to Rezone Meyers 7.09 Acres from Agricultural to Highway Commercial, under the condition an administrative survey is recorded.

The Council requested a letter be sent to inform a resident on the time frame in which a lived in camper could be on their property in the city limits.

### 4. Requests to be Heard:

\*Chuck Larsen, representing the American Legion Post 149, informed the Board of his error, in not applying for the Conditional Use Permit/Public Hearing and applying for and purchasing the zoning (building) permit, prior to construction of the outdoor shelter. Chuck asks the Board to waive or discount the CUP fee for the military/veteran service club.

4. Requests to be Heard: (cont.)

Motion: To waive the permit fee, and reduce the CUP fee to the expenses the City has in the procedure, such as mailing of notifications within 350 feet and the paper advertisement; waiving the Clerk and Zoning Administrator's time. Motion introduced by Mike O'Rourke. Motion not seconded; motion failed.

A motion was made by Mike O'Rourke, seconded by Jack Blackmer, and carried unanimously to waive the permit cost for the American Legion.

A motion was made by Mike O'Rourke, seconded by Mark Morris, to only charge the Legion the actual cost of the mailing of notices and newspaper hearing publishing. In favor were Jim Lonergan and Steve Felix. Opposed by Jack Blackmer. Motion carried.

Motion: To waive both the \$100 administrative fine, for building without a permit, and the \$250 Conditional Use Permit fine. Motion introduced by Mark Morris. Motion not seconded; motion failed.

A motion was made by Jack Blackmer, seconded by Mike O'Rourke, to waive the conditional use fine, but impose the \$100 fine for lack of permit. In favor was Jim Lonergan. Opposed by Mark Morris and Steve Felix. Motion carried.

Therefore, in regards to the American Legion Post 149 construction of the outdoor shelter, the Zoning Board's recommendation to the City Council is to waive the (\$60) zoning permit fee; waive the \$250 CUP fee, only charging the actual cost for the public hearing notification mailings (paper and stamps) and newspaper publishing; and fine the \$100 administrative fee, for not applying/purchasing a permit before construction.

\*Monty Melchert, owner of Archie's Bar, presented a revised drawing for an 8' fence, deck/landing and door for his zoning permit and conditional use permit applications, in the B-2 Business District (Note: Ordinance §152.210 minimum 7' fence). A motion was made by Mike O'Rourke, seconded by Mark Morris, and carried unanimously to recommend to the City Council to carry out the Archie's Bar's conditional use permit.

5. Unfinished Business:

C. A motion was made by Jack Blackmer, seconded by Mark Morris, and carried unanimously to give the owners of 105 1st St NE a 14 day extension to add and submit the setback dimensions on their building drawing and pay the \$228 zoning permit fee; and approving the zoning permit, once the Zoning Administrator approves the setbacks.

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Note: The Clerk will look into if a permit was applied for and approved when the block retaining wall was erected at 26 E. Franklin St.

5. Unfinished Business: (cont.)

- A. Ordinance 2010-4 Section §10.98 will also be presented to violators of the Morristown City Codes, stating the administrative procedure and fines once notified; and no actions and/or resolutions are taken by the violator.
- B. The new ordinance created addressing produce stands, by the Zoning Board and Attorney Mark Rahrck, was critiqued. A motion was made by Jack Blackmer, seconded by Steve Felix, and carried unanimously for Sheri Gregor to make the ordinance changes, then recommend this new ordinance to the City Council.
- D. Letters were sent in regards to violations of Ordinance §152.226 Non-Conforming Building Materials. One property owner plans to replace the structure with a utility shed. The Board request John Byers speak with him if the structure is still there. Mark Morris will speak with another proprietor, allowing his tarped kennel; as long as it isn't used for storage. A motion was made by Jack Blackmer, seconded by Mark Morris, and carried unanimously to issue a second letter, attaching a copy of the administrative procedure and fine ordinance §10.98 and resolution adopting fines, to 306 W. Main St., alerting the owners they have 14 days to remove the structure in violation or a fine will be imposed, first month being \$100.00.
- E. The \$100 administrative fine was paid by the property owner of 307 S. Division St., for not obtaining a zoning permit, after receiving violation notices. A demolition application was then acquired but not returned. The Board request John Byers to contact the owner to alert him that if a permit isn't issued soon, the next administrative fine will be doubled.
- F. The camper trailer owners at 302 1st St N.E. were notified of the time restriction, in accordance to Ordinance §152.206 Travel Trailers, Recreation or Camping Vehicles, and Cabin Violations. The owners have respected the City Code and the camper has been removed.
- G. Critique Specifications and Applications is tabled.
- H. Create new ordinances, on the subject of commercial and residential solar energy development is tabled.
- I. Continuing to redefining ordinances tabled.

6. New Business:

- A. A motion was made by Mark Morris, seconded by Steve Felix, and carried unanimously to send a certified letter, to the property owner of 208 W. Franklin St., containing the two ordinances stating multi structure violations, no permits were obtain, allowing 14 days from date of receiving letter to correct the violations

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- A. (cont.) and contact John Byers, Zoning Administrator.
- B. A discussion was held on should contractors be fined, if they begin work at a property without proof that a zoning permit has been purchased or they obtain the zoning permit. Ultimately it is the property owners responsibility, but in the future this issue may be revisited.

7. Zoning Administrator's Report

Old Issues – 9870 Morristown Blvd obtained two demolition permits (barn and old house) with a June 30<sup>th</sup> deadline.

\*Joe Kidder needs a zoning (building) permit for his structure before he can construct a driveway entrance. Joe also request an address for the 7.09 acres. Once Joe becomes the official owner, he can then request an extension, for the demoltion deadline of June 30th.

\*An encroachment agreement will be submitted to the City Council for approval of property abutting public right-of-way at 206 1st St. N.E. on Bloomer St.

Permits Issued:

1. Meschke Const. - Greg Sharfe/Mary Denzer - 206 E. Main St. - Lot 1, Block 14 - Morristown Orig Town - Roof
2. Kip Boese - 103 E. Franklin St. - Lot 9, Block 6 - Morristown Orig Town – Windows

Permits Approved:

1. Lake Country Community Bank - 111 N. Division St. - Lot 1, Block 24 - Adams & Allens - Fence (decorative backdrop form planting shrubs in North lot)

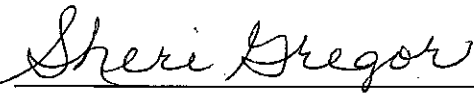
Permits Closed:

1. Andrew Gainor - 302 1st St. N.E. - Lot 3, Block 3 - Morristown OrigTown - Fence
2. Steve Golombeski-203 4 St. S.E -Lot 2, Block 3- Tramel Addition - Egress Window
3. Arnold Schmidtke – 204 W Sidney St. – Lot 1, Block 4 – Meschke South Haven – Window and Siding
4. Brandon Bright - 42 Charlotte St - MHC Lot 42 – Windows/Siding/Roof

\*A motion was made by Mike O'Rourke, seconded by Jack Blackmer, and carried unanimously to accept the zoning administrator's report.

\*A motion was made by Mike O'Rourke, seconded by Jack Blackmer, and carried unanimously to adjourn. Adjournment was at 9:20 p.m.

\* The next regular Zoning Board meeting will be held at 7:00 p.m., on Thursday, June 15, 2017.

  
Sheri Gregor, City Clerk/Treasurer



**MORRISTOWN CITY COUNCIL MEETING MINUTES**  
**Special/Work Session Meeting**  
**Thursday, May 25, 2017 6:00 P.M.**

Members Present: Mayor Kurt Wolf, Council Lisa Karsten, Kathy Wolf, Seth Prescher

Members Absent: Scott Allen

Others Present: Emmie Rice and City Clerk Sheri Gregor

The special/work session meeting of the Morristown City Council was called to order on Thursday, May 25, 2017 at 6:00 p.m., in the Council Chambers at 402 S. Division Street by Mayor Kurt Wolf.

The Pledge of Allegiance was recited.

1. A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to approve the Encroachment Agreement For Private Use Of Public Right-Of-Way, with the correction of names. This agreement permits the garage (built in 1905) at 206 1st Street N.E. to overstep 4' onto public right-of-way on the E. Bloomer Street side.
2. The City Council held a work session to revamp our current personnel policy; following the template guidelines of the League of Minnesota Cities. A social media presence policy and computer use policy will be incorporated. Another session will be necessary to complete the personnel policy, also to critique our purchasing policy and create an animal control regulations policy.

A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to adjourn. The meeting adjourned at 9:10 p.m.

The next regular meeting will be held Monday, June 5, 2017 at 7:00 p.m.

/s/ Kurt Wolf  
Kurt Wolf, Mayor

ATTEST:  
/s/ Sheri Gregor  
Sheri Gregor, City Clerk/Treasurer

## **MORRISTOWN CITY COUNCIL MEETING MINUTES**

**Monday, June 05, 2017**

**Regular Meeting 7:00 P.M.**

**Council Present: Mayor Kurt Wolf, Lisa Karsten, Kathy Wolf, Seth Prescher**

**Council Absent: Scott Allen**

**Other Present: City Attorney Mark Rahrack, City Engineer Rich Revering, Sargent Tom McBroom, Jack Schwichtenberg, Troy Dahle, Chuck Beisner, Mike O'Rourke, Chuck Larsen, Don Olson, Steve Nordmeier, Adam Uittenbogaard, Tony Lindahl, Mark Morris, Cassie and Mark Melchert, Dan Morris, Andy Waugh, Dale Dulas, Loren A. Dahle and Clerk Sheri Gregor**

- 1. The regular meeting of the Morristown City Council was called to order on Monday, June 05, 2017 at 7:00 p.m., in the Council Chambers, at 402 S. Division Street, by Mayor Kurt Wolf.**
- 2. The Pledge of Allegiance was recited.**
- 3. Additions/Corrections to the Agenda:**  
**Removed item 7. A. New Business – National Weather Service – Storm Ready Certification; to a later date. Add to 7. C. New Business – 2nd St. S.W. Drainage Line Bid and add 7. N. Waive Hall Rental Fee - American Red Cross Blood Drives. A motion was made by Seth Prescher, seconded by Kathy Wolf, and carried unanimously to accept the Agenda, with the changes.**
- 4. Consent Agenda:**  
**Requests were made to pull the Fire Department Report and Community Center Report. A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to approve the Consent Agenda minus the Fire Department and Community Center Reports.**  
**Fire Chief Troy Dahle stated a nine year member of the Waterville Fire Dept., whom lives in Morristown, would like to also join the Morristown FD. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to move forward with the Fire Department hiring one new firefighter. A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to approve the Fire Department Report as presented.**

**4. Consent Agenda: (cont.)**

Dan Morris discussed the issue of having a cop on duty at dances, held in the Community Center, as stated in the City Ordinance. Kathy Wolf will get a list of names from the sheriff's department of person's qualified to cover dances. Dan mentioned there may be a case or two where a renter paid for police coverage, but there was none; therefore needs to be reimbursed the fee. A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to accept the Community Center Report.

**5. Comments and Suggestions from Citizens Present:**

Sgt. Tom McBroom, spoke on behalf of the Sheriff's Dept. Being the first time involved with Dam Days, they will evaluate what went well and what didn't. Traffic was the biggest issue. Tom said they have been asked why so many squads are in town, at one given time. He reiterated that the City is only paying for one of those officers. The others are in town to learn the city. Some citizens present remarked on their experiences so far with the new police force patrolling the town. The officers are working on greeting the residents and businesses of Morristown.

Adam Uittenbogaard announced that the State of Minnesota Department of Natural Resources informed him the application for the outdoor recreational grant program has been selected for funding. The City will receive a grant of \$67,000.00 toward the City's playground project.

Andy Waugh was directed to speak with Rice County about the removal of a dead tree in his boulevard on Franklin Street.

Steve Nordmeier, Dam Days Chairman, mentioned when the committee has their wrap up meeting, the sheriff will be invited to work on any issues in preparation for next year. Steve stated there were no big problems during Dam Days. Steve praised the work of Tim Minske, the Boy Scouts, the Camp Omega group, and local guys who helped clean up the town.

**6. Unfinished Business:**

- A. Kurt Wolf presented three IT Systems proposals to the Council. They will examine the packets and make their decision at the next regular meeting. Without having a budgeted fund for this project, the Council will determine which account(s) the funds will be drawn from.
- B. Seth Prescher spoke on the progress of the LCCB ATM that will be placed in the Community Center foyer. The ATM should be in place this month.

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

- C. The Council set the date of Monday, June 19, 2017 at 6:00 p.m.; to hold a special/work session meeting to finish working on policies.
- D. The part-time Deputy Clerk position was offered to Kristalyn Morris. She has declined the offer. The job will be reposted with the application deadline to be Monday, June 26 at 5:00 p.m. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to post ads for this position in the Waterville, Faribault and Waseca newspapers, along with on-line posting; spending publishing budget funds.
- E. Tim Minske will present the bids and cost for the address signs, isolation valve and plant roof once he has the final figures.
- F. The Council was given a draft of a new ordinance regarding “produce stands”, created by the Zoning Board and Attorney Mark Rahrlick. Mark will revise the ordinance, per Council request, to clarify the difference of a “farmer’s market”.
- G. The Zoning Board is advised to select an address for the 7.09 acres zoned Hwy Commercial on Morristown Blvd.
- H. The Encroachment Agreement the City signed, at the special meeting, for the property at 206 1st Street N.E. is invalid. The right-of-way in question is located on the Bloomer Street side; therefore that road is County. The party requesting this agreement has been directed to contact Rice County.

**7. New Business:**

- A. The National Weather Service presentation to the City of Morristown, as being Storm Ready Certified, will be held at a future meeting.
- B. Chuck Beisner, of Sunrise Energy, a solar garden developer, ask the Council to consider amending the City ordinance to allow permitted or conditional use solar gardens on city parcels. Our attorney will update the ordinance, but the Council would like to have the Zoning Board deliberate on which zoned areas to allow solar gardens; hwy, agriculture district and/or industrial district.
- C. A motion was made by Lisa Karsten, seconded by Seth Prescher, to hire Dahle Enterprise at \$930.00, to run a drain line by on Bloomer Street by property 202 W. Bloomer St., and also use funds from streets to repair the asphalt. Lisa Karsten request Tim Minske speak with the property owner alerting them they will need to hook up to the drainage line.

**7. New Business: (cont.)**

- C. Another drainage line is needed by 2nd St S.W., but this water issue is on private properties, involving three parcels. After a discussion, Seth Prescher will approach these owners and present a repair proposal from the City and Dahle Enterprises.**
- D. A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to approve the annual street maintenance services provided by Dahle Enterprises and Timm's Trucking & Excavating quotes, as presented.**
- E. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to approve the League of Minnesota Cities Liability Coverage Waiver Form, to not waive the monetary limits on municipal tort liability, per Faribo Insurance.**
- F. A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to name Faribo Insurance, Brent Peroutka and Jacob Cook, as Agent of Record.**
- G. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to approve the 2017 Liquor, Games and Cigarette Licenses, as printed.**
- H. The Council has asked that the Zoning Board review and update the City of Morristown zoning map. We have five districts – Agricultural, Residential, Highway Commercial, Central Business and Industrial.**
- I. A motion was made by Seth Prescher, seconded by Lisa Karsten, and carried unanimously to approve the recommendation of the Zoning Board (regarding American Legion Post 149) because of the fact that if anybody else did it we would have to fine them as well; and we come up with a special situation to make this appropriate. Mayor Kurt Wolf notes that he doesn't like charging them a fee because they actually do stuff for us too, but this is probably good all around.**
- J. A motion was made by Seth Prescher, seconded by Kathy Wolf, and carried unanimously to authorize the publication of a public hearing notice, subject to confirming a conditional use permit is needed, for Archie's Bar.**
- K. A special closed meeting will be held Monday, June 19, 2017 at 6:00 a.m. for the City Council to give Randy Krueger, Public Works Operator, his one year Performance Review.**

**7. New Business: (cont.)**

**L. The Council will discuss an animal control procedure, at the next meeting.**

**M. A motion was made by Seth Prescher, seconded by Kathy Wolf, and carried unanimously to approve hiring Alexa McDowell, an Architectural Historian, from AKAY Consulting, out of Minneapolis; using grant money, up to \$5,000.00, to further research the mill property and complete the 50+ page application to put it on the national register.**

**N. A motion was made by Seth Prescher, seconded by Lisa Karsten, and carried unanimously to waive the Community Center Hall rental fee for two American Red Cross Blood Drives, to be held on Monday, August 28, 2017 and Friday, December 29, 2017.**

**8. Correspondences and Announcements:**

**\*NRG (Dodge Solar Farm), one of the energy companies the City of Morristown signed a 25 year agreement with, is going live June 2017.**

**\*The Gordon Smith family, who rented the pavilion at the city park on Memorial Day, sent a letter thanking the Public Works Dept. for the cleanest and best kept park they have seen.**

**\* The Morristown Police Dept. non-emergency phone number will still be in effect. If you dial that number, your call will be forwarded to Rice County Dispatch.**

**9. Claims and Accounts:**

**A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to pay the May 15, 2017 Mid-Month Claims and Accounts totaling \$37,433.14 from the General Fund, \$1,380.50 from the Fire Department Fund, \$34.00 from the Water Operations Fund, \$36.58 from the Wastewater Operations Fund, and \$34.00 from the Refuse Fund; the June 05, 2017 Current Claims and Accounts totaling \$9,861.53 from the General Fund, \$6,015.94 from the Fire Department Fund, \$2,803.05 from the Water Operations Fund, \$3,279.99 from the Wastewater Operations Fund, and \$34.00 from the Refuse Fund; and the June 05, 2017 Late Claims and Accounts totaling \$1,981.40 from the General Fund, \$953.88 from the Fire Department Fund, \$301.60 from the Water Operations Fund, \$1,165.62 from the Wastewater Operations Fund, and \$5,091.72 from the Refuse Fund, per check numbers printed on sheet, as presented.**

**City Council Meeting Minutes**

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**10. Council Discussion and Concerns:**

**None**

**11. A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to adjourn. The meeting adjourned at 9:30 p.m.**

**12. A special closed meeting/open work session meeting will be held Monday, June 19, 2017 at 6:00 p.m.**

**The next regular meeting will be held on Monday, July 3, 2017 at 7:00 p.m.**

**/s/: Kurt Wolf**

**Kurt Wolf, Mayor**

**ATTEST:**

**/s/: Sheri Gregor**

**Sheri Gregor, City Clerk/Treasurer**

**MORRISTOWN CITY COUNCIL MEETING MINUTES**  
**Closed/Special/Work Session Meeting**  
**Monday, June 19, 2017 6:00 P.M.**

Members Present: Mayor Kurt Wolf, Council Lisa Karsten, Kathy Wolf, Seth Prescher

Members Absent: Scott Allen

Others Present: Randy Krueger, City Clerk Sheri Gregor

The closed/special/work session meeting of the Morristown City Council was called to order on Monday, June 19, 2017 at 6:00 p.m., in the Council Chambers at 402 S. Division Street, by Mayor Kurt Wolf.

The Pledge of Allegiance was recited.

1. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to close for the employee performance evaluation. The Council discussed and delivered the one year review of our Public Works Operator. A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to reopen the meeting.
2. \*A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously based on the performance evaluation for Randy Krueger that he receives a 3% raise, retroactive to April 06, 2017.  
\*The Council accepts the invite to participate in the North Morristown July 4th parade. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to buy 50 more dollars' worth of candy, than previously purchased; to donate to the parade "candy house" and to throw, during the parade.
3. The Council continues on review and update city policies. Another work session will be held to complete policies, which includes personnel, computer use, purchasing, and animal control. Once policies are approved and printed, the Council plans to hold an annual city employee meeting to go over the policies and provide a training session, per standards of the League of Minnesota Cities.
4. A motion was made by Seth Prescher, seconded by Lisa Karsten, and carried unanimously to adjourn. The meeting was adjourned at 8:10 p.m.

/s/ Sheri Gregor  
Sheri Gregor, City Clerk/Treasurer



## **MORRISTOWN CITY COUNCIL MEETING MINUTES**

### **Regular Meeting Monday, July 03, 2017 7:00 P.M.**

Council Present: Mayor Kurt Wolf, Lisa Karsten, Kathy Wolf, Seth Prescher

Council Absent: Scott Allen

Other Present: Assistant City Attorney Ben Cass, Sargent Tom McBroom, Tim Minske, Jack Schwichtenberg, Margaret Butler, Mike O'Rourke, Steve Nordmeier, Mark Morris, Dan Morris, Tim Flaten, Nick Preuss, Scott Kokoschke, Angie Kokoschke, Loren Dahle and Clerk Sheri Gregor

1. The regular meeting of the Morristown City Council was called to order on Monday, July 03, 2017 at 7:08 p.m., in the Council Chambers, at 402 S. Division Street, by Mayor Kurt Wolf.
2. The Pledge of Allegiance was recited.
3. Additions/Corrections to the Agenda:  
Add to 7. New Business – J. Provider's Choice, Government Room, Waive Fee. Add to 6. Unfinished Business K. Playground Project – Resolutions to Accept Donations and 6. L. Parking Lot. A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to approve the additions and corrections to the Agenda.
4. Consent Agenda:  
A request was made by Tim Minske to pull the Public Works Report. A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to approve the Consent Agenda minus the Public Works Report. Tim Minske spoke about needing another catch basin on Bloomer Street; West of the one just installed. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to authorize Tim Minske and Seth Prescher to make a decision based on the streets budget on how to fix the water issue on Bloomer. Tim stated a valve needs repair which goes underneath the creek, by the culvert, along E. Sidney Street. A motion was made by Seth Prescher, seconded by Lisa Karsten and carried unanimously to authorize the job, using funds from the water and streets budgets. Tim Minske explained that the bush pile, east of town, is out of control. After discussion, Seth Prescher will look into the possibility of video surveillance, making sure it's just the Morristown city residents using the site. A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to award the bid of \$691.66 to Nordmeier Bros., for four tires for the 1/2 ton Public Works truck.

Public Works Report: (cont.) A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to purchase a new siren (on Division St.) control box from Dave's Electronic Services for \$2,517.00 ; using capital outlay Sky Warn funds and reimburse the account with possible insurance claim refund. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to approve the Public Works Report as presented.

5. Comments and Suggestions from Citizens Present:

Steve Nordmeier stated the mid-month LaCanne Electric bill for checking poles for Dam Days will be reimbursed by the Dam Days Funds. Tim Flaten brought up the animal control and asked about utility auto pay. Tim also mentioned to Sgt McBroom cars passing on the right by the car wash. Mark Morris told about a young lady who said cars are going too fast passed her place, with her son almost getting hit. This area is just north of the city limits, by Hwy 60. Sgt McBroom took note and will relay this information. Dan Morris asks if the Council is ok with the new security hired for dances not wearing a uniform, no radio, any mace or not carrying (gun). Dan is worried about the security's safety and ability to call for help. The reason is liability. Persons hired for the evening, by the City, cannot use their city/county issued equipment. The security should call dispatch or 911 if they have a situation which requires backup. Tim Flaten asked about when the light pole will be replaced by the intersection of Division St and Franklin St. Tim Minske said it is ordered and is 10-12 weeks out. Mike O'Rourke suggested a procedure be written, for the dance security people, to follow as to what their duties include while supervising. Lisa Karsten will work on that with help from the bar managers. Loren Dahle mentioned while Dam Days participants were looking for the medallion in the Feed Mill, they also pulled up a fence post causing the railing to start falling down. He request the clues state "outside" on public property.

6. Unfinished Business:

- A. Kurt Wolf will get the IT Systems proposals revised to not include the police department. Decisions tabled until the August meeting.
- B. Seth Prescher stated he and Tim Minske are putting together a street projection sheet, so the drainage line by private properties at 2nd Street S.W. is tabled.
- C. Seth Prescher informed the Council he received the website service agreement with 2LD, (Two Lakes Design), to create and maintain social media pages. The agreement will be submitted for approval at next month's meeting.
- D. Kurt Wolf and Seth Prescher will choose their top applicants and interview those candidates for the part-time Deputy Clerk position.

- E. The Council request Tim Minske make a list of the approximate 25 rural homes, which are in the city limits; that should have County blue address number signs. The total cost to the home owner will be \$84; which includes the sign, post, hardware, locate and installation. Sheri Gregor, City Clerk, will mail letters to the owners to inform them of this project. Tim Minske has the bid for materials to repair the cracked pipe/ isolation valve near the Mobile Home Community. Tim is to get a bid on labor cost. Mark Rahrlick will be referred to on what the MHC owner and City agreed to, regarding the cost of repair. Tim will present the Council with Plant roof repair bids by the August meeting.
- F. A public hearing will be held, by the Zoning Board, on Thursday, July 20, 2017 at 8 p.m., to accept public opinion on adopting a new ordinance regarding produce stands.
- G. At this time, the City Council is not ready to amend an ordinance to allow solar gardens in the city limits. They are open to more information and revisit the issue.
- H. Seth Prescher will begin researching an animal control procedure/policy to bring to the policy work session meeting; to be held later this month.
- I. An administrative fine notice letter was sent, in regards to a non-complying homeowner after repeated warnings. The Appendix B: Notice of Code Violation used allows exemption (waive fine if alleged violation is corrected by this date). The Clerk believes another addendum should be created to enforce the penalty as intended.
- J. The City Council will hold a special/work session meeting on Wednesday, July 19, 2017 at 6 p.m., to address the process to fill the vacant council seat and complete the revision of policies. A special meeting will be held on Monday, July 24, 2017 at 7 p.m. to approve the anticipated Zoning Board's recommendations after the public hearings are held.
- K. Mike O'Rourke, playground project leader, announced that a tentative date has been set to install the playground equipment on September 8th and 9th. The committee is waiting for the DNR permit to be issued, and then the equipment will be ordered. Mike presented the City with the donation checks, in which the City will accept by resolution. A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to approve Resolution 2017-12, accepting a donation from the Cannon Valley Players for \$2,000.00. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to approve Resolution 2017-13, a donation from the Morristown Commercial Club for \$5,000.00. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to approve Resolution 2017-14, amended to say, accepting a donation from the Morristown Fire Relief Association for \$5,000.00. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to approve Resolution 2017-15, accepting a donation from the Morristown Commercial Club/Halloween Party Dance for \$1,250.00. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to approve Resolution 2017-16, accepting a donation from the Sons of the American Legion for \$5,000.00. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to approve Resolution 2017-17, accepting a donation from the Morristown Sky Warn for \$2,000.00. It was decided to either scrap or throw away the old non-conforming playground equipment versus selling it; to avoid any liability risk.

- K.(cont.) Mike O'Rourke also noted the light pole with the overhead wire, on the east side of the shelter, needs to be moved; due to grant specs and equipment height. The pole will be moved by the bathroom for lighting and maybe place a security camera to protect the new equipment.
- L. A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to accept Tim Minske's recommendation of a change order of LED lighting update of two poles for \$457.99, with no center pole, coming from capital outlay Community Center parking lot fund.

7. New Business:

- F. Sgt Tom McBroom informed the Council there are several cabinets and boxes of Morristown Police Department records/files which need to be removed from the office and retained and/or shredded. The Council will seek attorney Mark Rahrack's advice on what the standard data practices are in this matter.
- A. The Clerk informed the Council of the water/sewer/garbage disconnection notices that went out. A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to approve the two Utility Payment Contracts presented.
- B. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to approve Resolution 2017-11: Accepting the Resignation of Scott Allen and Declaring a Vacant Council Seat. The Council will discuss and approve a process to fill the vacant council seat at the special meeting, on Wednesday, July 19, 2017 at 6:00 p.m.
- C. A motion was made by Lisa Karsten, seconded by Kathy Wolf, to pay out (amended to "pay out immediately") Scott Allen in the amount of \$435.40.
- D. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to approve the MN Darkhouse/Angling Assoc. permit to allow gambling in February of 2018.
- E. At this time, fenced in outdoor live music and the serving of alcohol at a bar establishment is allowed, in the Central Business District until 1:00 p.m.; although the city does have a separate nuisance ordinance regarding loud noise. Regulations do apply if there is a combination of dancing, music and the serving of alcohol. The Council will evaluate the ordinances regulating these issues at the August 07, 2017 meeting.
- G. Downtown Boulevard Beautification – Trees – This item will be revisited at the September 06, 2017 meeting.
- H. Once a new council member is selected and then a council member is appointed to oversee parks/trees/weeds the issue of public safety hazards at intersection and our ordinance will be revisited.
- I. Unless a dead tree on private property is in the easement/right-of-way, the city cannot force the property owner to remove it.
- J. A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to waive the government room fee for Provider's Choice on August 24, 2017.

8. Correspondences and Announcements:

Steve Nordmeier announced the National Night Out is Tuesday, August 1st, requesting the Council's attendance. The City received a "Thank You" from the National Child Safety Committee for our donation. Due to the July 4th holiday, water hydrant flushing will be on Tuesday, July 11th.

9. Claims and Accounts:

A motion was made by Seth Prescher, seconded by Kathy Wolf, and carried unanimously to pay the June 16, 2017 Mid-Month Claims and Accounts totaling \$6,444.85 from the General Fund, \$447.71 from the Fire Department Fund; the July 03, 2017 Current Claims and Accounts totaling \$18,100.54 from the General Fund, \$646.91 from the Fire Department Fund, \$2,834.30 from the Water Operations Fund, \$2,265.17 from the Wastewater Operations Fund, and \$700.00 from the Refuse Fund; and the July 03, 2017 Late Claims and Accounts totaling \$3,897.63 from the General Fund, \$180.41 from the Fire Department Fund, \$447.86 from the Water Operations Fund, \$1,183.25 from the Wastewater Operations Fund, and \$749.25 from the Refuse Fund, with the exception of adjustment amending the Bolton claim to minus \$50, and removed the Fire Dept. donation.

10. Council Discussion and Concerns:

None

11. A motion was made by Seth Prescher, seconded by Kathy Wolf, and carried unanimously to adjourn. The meeting adjourned at 9:27 p.m.

12. The next regular meeting will be held on Monday, August 07, 2017 at 7:00 p.m.

/s/: Kurt Wolf\_\_\_\_\_

Kurt Wolf, Mayor

ATTEST:

/s/: Sheri Gregor\_\_\_\_\_

Sheri Gregor, City Clerk/Treasurer

**MORRISTOWN CITY COUNCIL MEETING MINUTES**  
**Special/Work Session Meeting**  
**Wednesday, July 19, 2017 6:00 P.M.**

Members Present: Mayor Kurt Wolf, Council Kathy Wolf, Seth Prescher, Lisa Karsten

The special/work session meeting of the Morristown City Council was called to order, by Mayor Kurt Wolf, on Wednesday, July 19, 2017 at 6:00 p.m., in the Council Chambers at 402 S. Division Street.

1. The City Council discussed the procedure in which to follow in regards to filling the vacant council seat, opened by the resignation of Scott Allen. A motion was made by Seth Prescher, seconded by Kathy Wolf, and carried unanimously to approve the application for appointment as previously discussed, with the previous vacant position fulfillment. So there will be no interview process, a reference letter will be included by the applicant, the deadline to turn in your application is Friday, August 11, 2017, by 5:00 p.m.. In addition with that motion, we as a Council will review the applications between 5:00 p.m. August 11<sup>th</sup> until the special session on Monday, August 21st by 7:00 p.m.; each Council member will submit their top three candidate's names to the City Clerk. All applicants will be notified to attend the August 21st special session at 7:00 p.m.; where the new Council member will be appointed by motion. The Oath of Office (swearing in), filling the vacant seat, will commence immediately following the motion. Seth Prescher amended his motion, seconded by Kathy Wolf, and carried unanimously to include posting the position on the City website, Bevcomm Cable Channel, official Post Office posting and shared on Facebook. Seth Prescher amending the motion, Kathy Wolf seconded, and carried unanimously, that in case of a motion resulting in a tie or no consensus by a three out of four vote, it will go three rounds to get the consensus of three out of four votes; after those three rounds, the decision will be made by the Mayor, to make the appointment.

2. The City Council held a work session to review, revise and create personnel and city policies. The City is also considering an agreement with Two Lakes Design, host of our official City website service provider, to also create and maintain up-to-date postings of official Morristown social media pages, on Facebook and Twitter. The combination official website and social media contracts will have an annual cost of \$1320.00.

A motion was made by Seth Prescher, seconded by Kathy Wolf, and carried unanimously to adjourn. The meeting adjourned at 7:32 p.m.

A special meeting will be held Monday, July 24, 2017 at 7:00 p.m., in regards of the results and recommendations of the Morristown Zoning Board; on the subjects of the three public hearings to be held at their Thursday, July 20, 2017 meeting.

The next regular City Council meeting will be held Monday, August 07, 2017 at 7:00 p.m.

/s/: Kurt Wolf  
Kurt Wolf, Mayor

ATTEST:  
/s/: Sheri Gregor  
Sheri Gregor, City Clerk/Treasurer

**MORRISTOWN CITY COUNCIL MEETING MINUTES**  
**Special Meeting**  
**Monday, July 24, 2017 7:00 P.M.**

Members Present: Mayor Kurt Wolf, Council Kathy Wolf and Seth Prescher

Member Absent: Lisa Karsten

Others Present: Monty Melchert, Kris Strobel, Tony Lindahl, Mike O'Rourke,  
City Clerk Sheri Gregor

The special meeting of the Morristown City Council was called to order, by Mayor Kurt Wolf, on Monday, July 24, 2017 at 7:04 p.m., in the Council Chambers at 402 S. Division Street.

The Pledge of Allegiance was recited.

- A. A motion was made by Seth Prescher, seconded by Kathy Wolf, and carried unanimously to accept the recommendation of the Morristown Zoning Board to adopt Ordinance 2017- 4: An Ordinance Establishing Section 152.230 of the Morristown City Code – Produce Stands. Roll Call: Kathy Wolf-Yes; Kurt Wolf-Yes; Seth Prescher-Yes. Motion Passed.
- B. Seth Prescher stated the Council is looking into the ordinance(s) regarding noise and dancing; rewriting them to fit current operating procedures. A motion was made by Seth Prescher, seconded by Kathy Wolf, and carried unanimously to accept the recommendation of the Morristown Zoning Board to approve the "Conditional Use Permit" application of Monty Melchert, owner of Archie's Bar, amending §152.145 G; an outdoor enclosure as accessory use to a bar.
- C. Seth Prescher noted the procedure (public hearing held) has to be followed, having the approval on paper and on file. A motion was made by Seth Prescher, seconded by Kathy Wolf, and carried unanimously to accept the recommendation of the Morristown Zoning Board to approve the "Conditional Use Permit" application of the American Legion Post 149, amending §152.145 G; establishment of outdoor enclosure as accessory use to a bar.



Mike O'Rourke approached the Council for approval on the Commercial Club holding an outdoor drive-in movie at the Community Center. A motion was made by Seth Prescher, seconded by Kathy Wolf, and carried unanimously to waive the fee and allow the use of the parking lot, to power the projector and the use of the restrooms, for the drive-in movie on August 11th, or August 12th in case of rain.

Mike O'Rourke informed the Council with the Commercial Club, Dam Days and Cannon Valley Players all needing access to their stuff in the old maintenance shop (cold storage building on Division St.); a new combination lock was installed.

A motion was made by Seth Prescher, seconded by Kathy Wolf, and carried unanimously to adjourn. The meeting adjourned at 7:20 p.m.

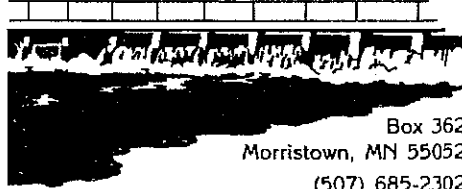
The next regular City Council meeting will be held Monday, August 07, 2017 at 7:00 p.m.

/s/ Sheri Gregor  
Sheri Gregor, City Clerk/Treasurer

# City of Morristown

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## **MORRISTOWN CITY COUNCIL MEETING MINUTES Regular Meeting Monday, August 07, 2017 7:00 P.M.**

**Council Present:** Mayor Kurt Wolf, Lisa Karsten, Kathy Wolf, Seth Prescher  
**Others Present:** City Attorney Mark Rahrlick, Sheriff Troy Dunn, Public Works Director Tim Minske, Pat Kaderlik, Fire Chief Troy Dahle, Jack Schwichtenberg, Mike O'Rourke, Steve Nordmeier, Mark Morris, Adam Uittenbogaard, Rick Karsten, Dan Morris, Tim Flaten, Leon Gregor, Loren Dahle, Stuart Nordmeier, Deputy Dan Berndtson and Clerk Sheri Gregor

1. The regular meeting of the Morristown City Council was called to order on Monday, August 07, 2017 at 7:00 p.m., in the Council Chambers, at 402 S. Division Street, by Mayor Kurt Wolf.
2. The Pledge of Allegiance was recited.
3. Additions/Corrections to the Agenda:  
Add to 7. New Business – E. Property Question. Move 6. Unfinished Business H. Playground Grant Compensation to 7. New Business F.. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to approve the Agenda with the addition and correction.
4. Consent Agenda:  
A request was made by Kurt Wolf to pull the Police Report. A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to approve the Consent Agenda minus the Police Report. Sheriff Dunn asked the status of removing the rest of items (computers, towers, printer, cables and two file cabinets). The Sheriff's Department has secured and purged evidence as mandated. Per Lisa Karsten and Kurt Wolf, the personnel files will be kept at the maintenance shop. Seth Prescher stated the hard drives will be secured in a fireproof cabinet, or check the data to see if they can be destroyed. Sheriff Dunn has put together a Morristown Police uniform for the Historical Society, per their request. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously for the City Clerk to purchase a fireproof/locked file cabinet to house the police personnel records within the maintenance shop.

- 4. Consent Agenda: (Cont.) A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously that the computers be handled by the IT experienced council members, cleaned up and donated to the Historical Society, if they will be able to use them; if the guys decide they are outdated and no use to the City. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously that the two file cabinets be utilized by the maintenance department for where ever they need them. Lisa Karsten amended her motion, seconded by Kathy Wolf, and carried unanimously that once the computer systems (computer, monitor, keyboard, printer, and accessories minus the hard drive) are cleaned and secured the Historical Society will get them as artifacts. Sheriff Dunn's next item was on clarification of our parking regulations ordinance on vehicles, trailers, boats parked at Sidney St. W.. You can park on the side of the street, but not block it. Parking regulations will be discussed at the special meeting on August 21st. Sheriff Dunn wanted to made note that on the Rice County Sheriff's latest billing invoice there is credit of \$1,825.00 toward the firearms, training rounds and Taser they purchased from the MPD. To answer Sheriff Dunn's question on our past practices on ordinance violations, Lisa Karsten and Mark Rahrack stated our police officer addresses the violations. If not corrected, then a letter from the City is sent. Sheriff Dunn informed us that starting September 1st, Lisa Arens will be our week day police officer through the end of the year. The night and weekend shifts will be a rotation between other officers. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to approve the Police Report.**
- 5. Comments and Suggestions from Citizens Present:**  
Tim Flaten thanked the Sheriff's Office for watching the right side passing out by the Car Wash. Mark Morris asked if the City has any ordinance allowing a demo then a building burn. Kurt Wolf will look into an answer. Stuart Nordmeier reported on his trapping of four beavers by the dam, for the City, by season's end. Loren Dahle asked if anything has been set up yet for a dog impound and ordinance. Not yet.
- 6. Unfinished Business:**  
A. Police department and parking regulations were discussed during the police report.

6. Unfinished Business: (cont.)

- B. Tim Minske informed the Council there are 30 city limits residents that have County addresses. Tim and Seth Prescher will get those addresses for the City Clerk. A motion was made by Lisa Karsten, seconded Seth Prescher, and carried unanimously that homeowners that don't have them (County address signs) in the city limits receive a letter that says they will be installed at their cost. The homeowner can pay up front or have the cost assessed to their property taxes.
- C. Mark Rahrlick will contact corporate of the Riverside Mobile Home Park (Mobile Home Community) about sharing the cost of the isolation valve repair (Dahle Enterprises bid \$7,052.75). A motion was made by Seth Prescher, seconded by Lisa Karsten, and carried unanimously to first approve contact with corporate to share the cost and move forward with the repair. The City's cost will come out of the water fund.  
Tim Minske had contact with five companies asking for bids to re-roof the sewer plan. Lockerby was the only one to submit a proposal of \$11,980.00. Seth Prescher asks Tim Minske for a list of those companies for record keeping proposes.
- D. Tim Minske furnished snow plow repair bids from Crysteel and Harrison. The Council will decide what to do on the repair or sale of the snow plow at the special meeting on August 21st.
- E. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to pay LaCanne Electric for the LED Project \$1,000 Change Order (cost of 24 2X2 lights).
- F. In consideration of a bid from LaCanne Electric, the Council decided it is not necessary to install emergency lighting in the Community Center bathrooms; as the generator should kick in and provide ample lighting.
- G. Kurt Wolf has a meeting with one of the companies' bidding for our IT System needs. The IT system solutions proposals will be address at the next regular meeting.
- H. Playground Grant Compensation moved to 7. New Business F..
  - I. Mike O'Rourke stated per the DNR Outdoor Recreation Grant safety specifications, a light pole in Centennial Park needs to be moved with the power running underground. Everything is running on schedule. The new install is lined up for September 8th and 9th. Mike also asked that we check to make sure the volunteers that help with the playground equipment installation are covered under the city's insurance. Mark Rahrlick stated volunteers are covered. Tim Minske stated the meter, on that pole, will need to be moved, by Xcel Energy, out to the road.

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

- I. (cont.) A motion was made by Seth Prescher, seconded by Lisa Karsten, and carried unanimously to approve the work to be done by LaCanne Electric for \$3,115.29 and cost paid for out of the Playground Project Fund.
- J. Seth Prescher made a motion, seconded by Lisa Karsten, and carried unanimously to have all postings, to be put on the official city social media website, be submitted to the City Clerk, then approved by the appointed Council Member; and will be posted within 24 hours. The motion included approval of the Two Lakes Design Website Social Media Service Agreement at \$55 per month.
- K. A motion was made by Lisa Karsten, second by Kathy Wolf, and carried unanimously to approve Resolution 2017-20: Resolution Relating to Procedure for Appointing a Person to Fill the Vacant Council Position. Roll Call: Lisa Karsten-Yes, Kathy Wolf-Yes, Kurt Wolf-Yes, Seth Prescher-Yes.
- L. After all the Council Members review the part-time Deputy Clerk position applications, the interview committee (Kurt Wolf and Seth Prescher) will chose a date, and the City Clerk will line up the interviews with the top four applicants.
- M. A motion was made by Seth Prescher, seconded by Lisa Karsten, and carried unanimously to install the five automatic bathroom towel dispensers. A motion was made by Seth Prescher, seconded by Lisa Karsten, and carried unanimously to immediately throw away the replaced center-pull paper towel dispensers, after installation.
- N. A motion was made by Seth Prescher, seconded by Lisa Karsten, and carried unanimously to approve Ordinance 2017-5: An Ordinance Amending Chapter 114 of the Morristown City Code – Dances. Roll Call: Lisa Karsten - Yes, Kathy Wolf - Yes, Kurt Wolf - Yes, Seth Prescher – Yes
- O. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to approve Resolution 2017-19: A Resolution Approving Publication of Ordinance by Title and Summary. Roll Call: Lisa Karsten - Yes, Kathy Wolf - Yes, Kurt Wolf - Yes, Seth Prescher – Yes
- P. The recently zoned Hwy Commercial 7.09 acre split was given the address of 700 W. Franklin Street. Now with the purchase of the entire 19.20 acres at 9870 Morristown Blvd by JK Enterprises, the 7.09 acres address has been changed to 9868 Morristown Blvd.

**7. New Business:**

- A. A motion was made by Seth Prescher, seconded by Lisa Karsten, and carried unanimously to adopt Resolution 2017:22: Resolution Recognizing National Pregnancy and Infancy Loss Awareness Day. Roll Call: Lisa Karsten - Yes, Kathy Wolf - Yes, Kurt Wolf - Yes, Seth Prescher – Yes  
Lisa Karsten suggests the Council plan how the city will recognize this day at the next regular meeting.
- B. A motion was made by Seth Prescher, seconded by Lisa Karsten, and carried unanimously to waive the rental fee of the Government Room for the August 14th, 6 p.m. meeting of the American Red Cross.
- C. The Council will schedule a budget work session at the August 21st special meeting.
- D. Leon Gregor, on behalf of the Fire Relief Assn., presented the Council with the results of the State Audit Report. Currently the firefighter's retirement benefit is \$2,200.00 per year of service. Leon is asking for an increase of \$300.00. Leon suggests raising the City insurance bond to cover the mandate 10% of assets to \$120,000.00; presently at \$85,000.00. Lisa Karsten motioned, seconded by Seth Prescher, and carried unanimously to raise the bond to \$120,000.00 meeting the requirements of the State and authorize the City Clerk to sign the paperwork to apply for fire state aid.
- E. Mark Rahrlick spoke on the annexation the city and township agreed on last fall. The State Office of Boundary Adjustments goes by MNDOT mapping. They believe this annexed parcel and three other properties are in the city limits, not township. The City needs to contact property owners, in question, to check their abstracts to see if a detachment took place from the city between 1936 and 1960.
- F. The Council was to discuss compensating Adam Uittenbogaard for writing the grant application, for which the city was awarded \$67,000.00 towards the playground project. Adam Uittenbogaard decline to accept any payment. The Council expressed their "thanks" to Adam.  
A discussion was held on if a second competitive bid, for purchase of playground equipment is necessary. We have a State bid, so Attorney Mark Rahrlick will check to confirm that another bid isn't needed.

**8. Correspondence and Announcements:**

Drive-In Movie Night August 11th - Free popcorn

9. Claims and Accounts:

Lisa Karsten noted on the mid-month claims the \$1,000.00 for Alexa McDowell, is payment to the historian doing research for the national application for the mill covered by the grant we got from the State. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to approve to pay the July 17, 2017 Mid-Month Claims and Accounts totaling \$12,153.25 from the General Fund, \$566.69 from the Fire Department Fund, \$43.50 from the Water Operations Fund, \$786.95 from the Wastewater Operations Fund and \$4,183.22 from the Refuse Fund; the August 07, 2017 Current Claims and Accounts totaling \$54,178.83 from the General Fund, \$433.56 from the Fire Department Fund, \$19,475.00 from the Fire Hall Debt Fund, \$1,636.69 from the Water Operations Fund, \$39,286.37 from the Wastewater Operations Fund, and \$4,228.55 from the Refuse Fund; and the August 07, 2017 Late Claims and Accounts totaling \$1,499.27 from the General Fund, \$1,852.26 from the Fire Department Fund, and \$1,325.66 from the Wastewater Operations Fund.

10. Council Discussion and Concerns:

Kurt Wolf mentioned the Council has discussed going to two meetings per month. The regular meeting would be on the first Monday and a special meeting/work session on the third Monday of each month.

11. Adjournment:

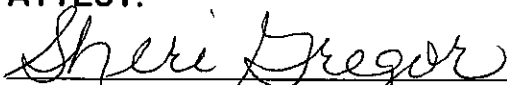
A motion was made by Seth Prescher, seconded by Kathy Wolf, and carried unanimously to adjourn. The meeting adjourned at 9:18 p.m.

12. Next Meetings:

The next special meeting is Thursday, August 21, 2017 at 7:00 p.m.  
The next regular meeting will be held on Wednesday, September 06, 2017 at 7:00 p.m.

  
\_\_\_\_\_  
Kurt Wolf, Mayor

ATTEST:

  
\_\_\_\_\_  
Sheri Gregor, City Clerk/Treasurer

**MORRISTOWN CITY COUNCIL MEETING MINUTES**  
**Special Meeting**  
**Monday, August 21, 2017 7:00 P.M.**

Members Present: Mayor Kurt Wolf, Council Lisa Karsten, Kathy Wolf, Seth Prescher

Others Present: Jack Schwichtenberg, Tim Flaten, Tim Minske, Mike O'Rourke,  
Mark Morris, Adam Uittenbogaard, Whitey Ahlman, Dan Morris,  
Steve Nordmeier, Loren Dahle, Clerk Sheri Gregor

The special meeting of the Morristown City Council was called to order, by Mayor Kurt Wolf, on Monday, August 21, 2017 at 7:00 p.m., in the Council Chambers at 402 S. Division Street.

The Pledge of Allegiance was recited.

The items to be discussed:

- A. The Council expressed their appreciation and thanks to the two applicants that applied for the open City Council Member seat vacated by Scott Allen. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to appoint Tim Flaten to fill the vacant Council seat.
- B. A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to approve Resolution 2017-21: Resolution Appointing Person to Fill Vacant Council Seat.
- C. Tim Flaten was sworn in by reciting the Oath of Office, administered by Sheri Gregor, City Clerk.
- D. Parking ordinances, that were questioned by Sheriff Dunn at the last meeting, were briefly looked at. The Sheriff Office wants the Council to clarify which ordinances shall be enforced by them and which should be initiated by the City.
- E. The City Council and citizens present suggested different scenarios as to whom and how they should be handled. Further clarification will be addressed.
- F. After reviewing the bids, a motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to repair the City snowplow, awarding Crysteel Truck Equipment's quote and to purchase new tires, totaling approximately \$10,000.



- G. The City Clerk will schedule interviews for the part-time Deputy Clerk position with the Council Interview Committee for Friday, August 25th.
- H. The City Council and Department Heads 2018 Budget Work Session is scheduled for August 31st at 6:00 p.m. .

A motion was made by Lisa Karsten, seconded by Tim Flaten, and carried unanimously to adjourn. The meeting adjourned at 8:08 p.m.

The next regular City Council meeting will be held Wednesday, September 06, 2017 at 7:00 p.m.

/s/: Kurt Wolf  
Kurt Wolf, Mayor

ATTEST:  
/s/: Sheri Gregor  
Sheri Gregor, City Clerk/Treasurer

**MORRISTOWN CITY COUNCIL MEETING MINUTES**

**Work Session**

**Thursday, August 31, 2017 6:00 P.M.**

Members Present: Mayor Kurt Wolf, Council Lisa Karsten, Kathy Wolf, Seth Prescher and Tim Flaten

Others Present: Public Works Director Tim Minske, City Clerk/Treasurer Sheri Gregor

The work session meeting of the Morristown City Council was called to order, by Mayor Kurt Wolf, on Thursday, August 31, 2017 at 6:32 p.m., in the Council Chambers at 402 S. Division Street.

The Council and Department Heads began evaluation of the preliminary 2018 proposed budget.

Tim Minske, Public Works, submitted his list of necessary updates, repairs and maintenance; needed for the streets, equipment, sewer plant reads and controls, and shop lights.

Discussions and 2018 budget projections were set for most of the general funds.

The deadline to submit the City's 2018 Proposed Budget Summary, to the Rice County Auditor's Office, has been extended to September 30, 2017. Another work session is necessary to complete the 2018 City budget and will be held Thursday, September 14, 2017 at 7:00 p.m..

A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to adjourn. The meeting adjourned at 9:00 p.m.

The next regular City Council meeting will be held Wednesday, September 06, 2017 at 7:00 p.m. A work session will we held on Thursday, September 14, 2017 at 7:00 p.m..

ATTEST:

/s/ Sheri Gregor

Sheri Gregor, City Clerk/Treasurer

**MORRISTOWN CITY COUNCIL MEETING MINUTES**  
**Regular Meeting Wednesday, September 06, 2017 7:00 P.M.**

**Council Present:** Lisa Karsten, Kathy Wolf, Seth Prescher and Tim Flaten

**Absent:** Mayor Kurt Wolf

**Others Present:** City Attorney Mark Rahrack, Sargent Tom McBroom, City Engineer Rich Revering, Fire Chief Troy Dahle, Mike O'Rourke, Steve Nordmeier, Mark Morris, Adam Uittenbogaard, Leon Gregor, Bill Weber and City Clerk Sheri Gregor

1. The regular meeting of the Morristown City Council was called to order on Wednesday, September 06, 2017 at 7:00 p.m., in the Council Chambers, at 402 S. Division Street, by Assistant Mayor Lisa Karsten.
2. The Pledge of Allegiance was recited.
3. Additions/Corrections to the Agenda:  
Add 7. New Business - H. City Property Fall Lawn Care, I. Street Light Pole and J. Paving at the Mill (All bids). A motion was made by Seth Prescher, seconded by Kathy Wolf, and carried unanimously to approve the amended Agenda.
4. Consent Agenda:  
A request was made to pull the Police Report. A motion was made by Seth Prescher, seconded by Tim Flaten, and carried unanimously to approve the Consent Agenda minus the Police Report. Sargent Tom McBroom spoke about the August law enforcement activity. Deputies are monitoring passing on the right along Holland Ave. / Hwy 60 and speed on Iona Ave.; traffic stops are up and citations issued. A County alcohol/tobacco sting operation was conducted at two establishments and both passed. The Sheriff's Dept. created a Morristown business notification (phone tree list) for businesses to successively notify another establishment of a sting or attempted underage purchase to raise awareness. Sargent McBroom also would like to include a cut-off/impaired patron, to the notification list. The Sheriff's Department is hoping to see some results by the end of the year. There has been an increase in (outdoor) thief going unreported. Get the word out to call the Sheriff's Dept.; instead of posting it on Facebook.

4. Consent Agenda: (cont.) Police Report - If you are witnessing a crime being committed, call 911, instead of the non-emergency number.

Another service Morrystown residents may take advantage of is a house residents/property check. Notify the Sheriff's Department or speak with the deputy on duty, when you are going on a vacation or away for the winter. They will perform house checks. A motion was made by Seth Prescher, seconded by Tim Flaten, and carried unanimously to approve the Police Report as presented.

5. Comments and Suggestions from Citizens Present:

Mike O'Rourke informed everyone on the progress of the playground project. Mike "thanked" Rich Revering for turning us onto the DNR grant, for which we will receive funding to expand the purchase of new equipment. Mike also "thanked" Troy Dahle and Tim Minske for the removal of the decaying trees. A small retaining wall will be built this weekend, by the steep hill neighboring the park. Mike asked permission, from the Council, to use the City's 1 ton truck to aid in this barrier project. The playground committee would like to have a few new trees planted this fall. There is approximately \$1,300.00 available in the "2017 parks budget" to purchase them. The installation of the playground equipment has been moved to September 15th and 16th. A ceremonial ribbon cutting will be planned.

6. Unfinished Business:

- A. IT System Solutions Proposals is tabled, due to the absence of Kurt Wolf.
- B. The enforcement of City ordinances will be shared between the City and the Sheriff's Department deputies. The law enforcement will cover public traffic, streets/safety/nuisance related violations. The City will notify private property, nuisance and zoning issues by letter, with the administrative penalty (fine) notice. The Council members are to look over our current "Complaint Procedure" (involving citizen's concerns, complaints and comments) and will be comments/suggestions to edit and/or revise.
- C. The City Clerk forwarded Mark Rahrack an abstract entry proving that properties in question by the State Office of Boundaries, were detached from the Village of Morrystown into the Township, in 1940. MNDOT is revising and processing their mapping.
- D. The Council directed Mark Rahrack to suggest to the Riverside Mobile Home Community management that the City will maintain and hire the repair of the ISO valve at their expense. Mark will ask for an answer by the next regular meeting.

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

- E. The 2017 budget included \$2,000.00 for downtown beautification. A discussion was held on what to do about the missing and the few existing trees on the downtown boulevard; to replant trees or put in planters with flowering plants, during the spring and summer. Seth Prescher will speak with the businesses about the trees and see what their thoughts are. The Council will vote, at the next regular meeting, whether or not to remove the existing trees. The beautification item is tabled until February 2018.**
- F. The Commercial Club is to be in charge of planning how to pay tribute from 7:00 to 8:00 p.m. for the National Pregnancy and Infant Loss Remembrance Day on October 15, 2017.**
- G. Two Lakes Design has created, for the City, the Official Morristown Social Media Page available on Facebook and Instagram at this point. Seth Prescher suggests the approval process to be as follows: Anyone can submit an item for the social media page. The item is routed to the Mayor, Kurt Wolf, who needs to approve it. The City Clerk, Sheri Gregor, will then send the item to Two Lakes Design via the city's email address. Two Lakes Design will then post the item within 24 hours.**
- H. Leon Gregor informed the Council of the Morristown firefighter's decision to not ask the City to increase their retirement benefit this year. In another issue, Lisa Karsten ask to table the annual \$5,000.00 contribution to the Morristown Fire Relief, to the October 2nd meeting.**

**7. New Business:**

- A. Bill Weber, representing Sunrise Energy Development, ask the Council to hold a public hearing and amend our ordinance to allow community solar gardens in the agricultural zoned districts within the city limits. The Council requests the Zoning Board's input and to bring their exact proposed adjustments of the ordinance to the next regular Council meeting; if they want to amend the ordinance. Minnesota State law requires application request action to be taken within 60 days. A motion was made by Seth Prescher, seconded by Tim Flaten and carried unanimously to request to extend an additional 60 day window. Bill Weber consents to allowing an additional 60 day extension (120 days total).**

**7. New Business: (cont.)**

- B. Lisa Karsten request Attorney Mark Rahrlick draft a letter and send to the owner whom violated a City Ordinance, Chapter 92 – Section Open Burning: §92.56 Prohibited Materials (A).**
- C. The City Committee Appointments is tabled until the next regular meeting to fill the vacant Park/Trees/Weeds & Animal Control Officer positions.**
- D. The City’s insurance does cover volunteers; as they lend their helping hands to remove the old and install the new playground equipment.**
- E. A motion was made by Seth Prescher, seconded by Kathy Wolf, and carried unanimously to move to two meetings per month for City Council. First meeting will be regular, second meeting will be special/work session. They will be listed as the first and the third Monday of each month, subject to holidays and changes, effective immediately. Council members will designate which meeting to add their agenda items to. The Mayor will approve the Agenda prior to the three day posting rule. Mark Rahrlick and Rich Revering’s attendance at the special/work session meeting will be optional; as to if their input is needed. Seth Prescher amended his motion, seconded by Kathy Wolf, and carried unanimously to start the scheduled two monthly meetings in October.**
- F. A motion was made by Tim Flaten, seconded by Seth Prescher, and carried unanimously to approve LaCanne Paving’s bid to seal coat and re-stripe the Community Center parking lot; suggesting they try to do the work on a Monday.**
- G. A motion was made by Seth Prescher, seconded by Kathy Wolf, and carried unanimously to allow fall open burning from October 15th through November 15th by permit only; suspending the rules of our ordinance as written. Mark Rahrlick will present an ordinance amendment that moves it to a permitted allowance during the time authorized by the Council.**
- H. A motion was made by Seth Prescher, seconded by Tim Flaten, and carried unanimously to approve Milt’s Lawn Service bid for fall lawn care.**
- I. The Council decided not to relocate the street light pole, at the intersection of Franklin and Division Streets; therefore not accepting the LaCanne Electric bid to move the location.**
- J. A motion was made by Seth Prescher, seconded by Tim Flaten, and carried unanimously to approve using funds out of the Historical Site capital outlay to repave the feed mill parking lot and extending to the end of the city’s property and accept the LaCanne Paving bid of \$3,250.00, suspending the two bid rule.**

8. Correspondence and Announcements:

Lisa Karsten announced Kurt Wolf and Kris Scouton had a baby girl on Tuesday, September 5th.

Tim Flaten told about the tree that went down on Holland Avenue. Tim Flaten called Tim Minske to get it cleaned up. Tim Flaten said a couple local people called him and were impressed on how fast it got taken care of.

9. Claims and Accounts:

A motion was made by Seth Prescher, seconded by Kathy Wolf, and carried unanimously to approve to pay the August 16, 2017 Mid-Month Claims and Accounts totaling \$3,335.52 from the General Fund, \$3,425.65 from the Fire Department Fund, \$993.73 from the Water Operations Fund and \$1,304.52 from the Wastewater Operations Fund; the September 06, 2017 Current Claims and Accounts totaling \$9,967.88 from the General Fund, \$448.14 from the Fire Department Fund, \$4,270.12 from the Water Operations Fund, \$2,691.11 from the Wastewater Operations Fund, and \$68.00 from the Refuse Fund; and the September 06, 2017 Late Claims and Accounts totaling \$65,648.71 from the General Fund, \$659.25 from the Fire Department Fund, \$82.98 from the Water Operations Fund, \$6.45 from the Wastewater Operations Fund and \$4,183.22 from the Refuse Fund.

10. Council Discussion and Concerns:

A phone complaint on traffic regulations and safety will be forwarded to the sheriff's department.

The 2014 Feasibility Report for street improvements will need to be updated, as Seth Prescher makes plans to incorporate this project into the 2018 budget. Seth Prescher asks Rich Revering for information on available grants to off-set the city's share.

11. Adjournment:

A motion was made by Kathy Wolf, seconded by Tim Flaten, and carried unanimously to adjourn. The meeting adjourned at 9:25 p.m.

12. Next Meetings:

The next work session is Thursday, September 14, 2017 at 7:00 p.m.  
The next regular meeting will be held on Monday, October 02, 2017 at 7:00 p.m.

ATTEST:

/s/ Sheri Gregor

Sheri Gregor, City Clerk/Treasurer

/s/ Kurt Wolf

Kurt Wolf, Mayor

**MORRISTOWN CITY COUNCIL  
WORK SESSION/SPECIAL MEETING MINUTES  
Monday, September 25, 2017 7:00 P.M.**

Members Present: Mayor Kurt Wolf, Council Kathy Wolf, Seth Prescher and Tim Flaten

Members Absent: Lisa Karsten

Others Present: Public Works Director Tim Minske, City Clerk/Treasurer Sheri Gregor,  
Virginia Schmidtke

The special meeting/work session of the Morristown City Council held on Monday, September 25, 2017 was called to order, by Mayor Kurt Wolf, on at 7:10 p.m., in the Council Chambers at 402 S. Division Street.

The Council added IT system upgrades (maintenance/service/hardware/online back-up) into the 2018 budget. Final proposed numbers were adjusted and set. A motion was made by Seth Prescher, seconded by Kathy Wolf, and carried unanimously to approve Resolution 2017-24: A Resolution Adopting the Proposed Property Tax Levy, Collectible in 2018 and the Proposed Budget for 2018.

A motion was made by Tim Flaten, seconded by Kathy Wolf, and carried unanimously to adjourn. The meeting adjourned at 09:35 p.m.

The next regular City Council meeting will be held Monday, October 02, 2017 at 7:00 p.m.

/s/ Sheri Gregor\_\_\_\_\_  
Sheri Gregor, City Clerk/Treasurer



**MORRISTOWN CITY COUNCIL MEETING MINUTES**  
**Regular Meeting Monday, October 02, 2017 7:00 P.M.**

Present: Mayor Kurt Wolf, Council - Lisa Karsten, Kathy Wolf, Seth Prescher and Tim Flaten

Others Present: City Attorney Mark Rahrck, Sargent Tom McBroom, City Engineer Rich Revering, Margaret Butler, Tim Minske, Mike O'Rourke, Steve Nordmeier, Mark Morris, Adam Uittenbogaard, Loren Dahle and City Clerk Sheri Gregor

1. The regular meeting of the Morristown City Council was called to order on Monday, Oct. 02, 2017 at 7:00 p.m., in the Council Chambers, at 402 S. Division Street, by Mayor Kurt Wolf.
2. The Pledge of Allegiance was recited.
3. Additions/Corrections to the Agenda:  
A motion was made by Seth Prescher, seconded by Kathy Wolf, and carried unanimously to approve the Agenda.
4. Consent Agenda:  
Items C. Public Works Report and A. Police Report were pulled. A motion was made by Seth Prescher, seconded by Kathy Wolf, and carried unanimously to approve the Consent Agenda minus the Public Works and Police Report. Sargent Tom McBroom spoke about the law enforcement activity. September was a good month. Deputies focused a lot this month on the passing on the right along Hwy 60/Holland Ave. (with 33 stops of which seven were issued citations). Law enforcement will be monitoring the Iona Ave speed limit more closely. An officer is at the school from 7:10 am-8:20 am, does two daily walk-throughs and is there again when the children are getting out of school. An officer had lunch one day with the kids. A motion was made by Seth Prescher, seconded by Tim Flaten, and carried unanimously to approve the Police Report as presented. Tim Minske spoke on stand-by and portable generator prices. Tim Minske will find out the cost of Center Point Energy's work to be done, with a stand-by generator. The Council asks that a list be posted at the Public Work's Dept. of any equipment that is out-of-service. Tim Minske would like to be more involved with the work being done in the park. A motion was made by Seth Prescher, seconded by Kathy Wolf, and carried unanimously to accept the Public Works Report.

5. Comments and Suggestions from Citizens Present:

Steve Nordmeier pointed out an error in the September 25, 2017 work session/special meeting minutes. A motion to adjourn the meeting was made by Tim Flaten, not Tim Minske. Mike O'Rourke informed everyone that the playground project is 90% complete. They are waiting on brackets to mount the swings. The rocket spring ride will be put back in. The playground project has enough funding to purchase/plant the six trees, where previously the City was going to fund the trees. Pam Golombeski also has funding for a tree for the park. The committee also plans to add, in the park, two benches on concrete slabs (where parents can sit and watch their children play), a bean bag game by the other playground area. After Tim Minske does the dirt and prep work, Dahle Sod Farm will hydro seed (giving us a price break as to also contribute to the playground project). To date, there have been 516 hours of volunteered work and 54 hours of volunteered equipment. A ribbon cutting ceremony is planned for Saturday, October 14<sup>th</sup> at 2:00 p.m.

6. Unfinished Business:

- A. Capital has been added to the 2018 budget to fund updating our IT system. The Council will revisit the Pantheon proposal in January, which will mainly cover maintenance. Kurt Wolf and Seth Prescher will do most of the installation.
- B. The Council will establish a complaint committee, consisting of five members; two of which will be Council members Tim Flaten and Lisa Karsten. We will advertise the openings for three City of Morristown citizens to volunteer to be on this committee. The Complaint Committee meeting date to be determined.
- C. The management of the Mobile Home Community is considering paying for the repair of the ISO shut off valve. They have requested a second bid. Tim Minske will get another bid by the Council's special meeting to be held Monday, October 16, 2017.
- D. The Council's decision on what to do regarding the trees along the downtown boulevard is tabled to the special meeting on Monday, October 16, 2017.
- E. A motion was made by Lisa Karsten, seconded by Tim Flaten, and carried unanimously to make our 2017 contribution of \$5,000.00 into the Firemen's Relief fund.
- F. Per the Zoning Board's recommendation, a motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously, to hold a public hearing, during the next regular meeting, Monday, November 06, 2017 at 7:30 p.m. This hearing will be in regards to allow solar energy gardens/farms within the city limits.
- G. The Council states there's funds budgeted in the 2017 capital outlay to support the set up/install for backup well online service. A motion was made by Lisa Karsten, seconded by and carried unanimously to go ahead with the Bemis Well Drilling bid of \$4,644.00, for a pump for the backup well, from the water fund, suspending our policy on two bids.

6. Unfinished Business: (cont.)

- H. A motion was made by Lisa Karsten, seconded by Tim Flaten, and carried unanimously to sell the 1996 Chevy K3500 truck by sealed bids, listing all of the accessories; we reserve the right to refuse any and all bids. The sealed bids will be opened during the next regular Council meeting on November 06, 2017 at 8:00 p.m.
- I. Mayor Kurt Wolf appoints Tim Flaten as the Animal Control Officer and in charge of Parks/Tress/ Weeds to the list of City Community Appointments". Kurt Wolf also appoints Tim Flaten and Lisa Karsten to a new entry, Complaints Committee. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to approve the appointments. A motion was made by Lisa Karsten, seconded by Tim Flaten, and carried unanimously to advertise for three citizens to serve on the complaints committee; to indicate interest by phone, email at City Hall, deadline of 4:00 p.m., November 03, 2017. Lisa Karsten asks Kurt Wolf to initiate a job description for the city appointments.
- J. Seth Prescher received a revised 2014 contract from Muddy Paws and will forward that information to Tim Flaten, who is now leading the city animal control.
- K. The Council will decide what funds to use in the repair of the sewer plant roof, at the special meeting October 16, 2017. They are looking to go with the spray foam option bid from Mader Insulation LLC.
- L. Attorney Mark Rahrlick updated the Council on actions taken on the demo/burning on Morristown Blvd... Mark will put together a letter to the MPCA; upon those results the Council will then decide if to enforce an administrative penalty.
- M. Tim Minske and Seth Prescher will get the list of addresses for the city limits residents that also should have a county locate sign. A motion was made by Seth Prescher, seconded by Tim Flaten, and carried unanimously to update the county address signs; the cost of those signs will be accessed to the home owners.

7. New Business:

- A. A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to approve Ordinance 2017-5: An Ordinance Amending Section 92.56 of the Morristown City Code. Roll Call: Lisa Karsten – Yes, Kathy Wolf – Yes, Kurt Wolf – Yes, Seth Prescher – Yes, Tim Flaten – Yes.
- B. A motion was made by Seth Prescher, seconded by Tim Flaten, and carried unanimously to waive the government room rental fee for the American Red Cross meeting on October 23, 2017 from 6 p.m. to 8 p.m...

7. New Business: (cont.)

- C. The January 2018 quarterly EDA 6 p.m. and the regular City Council 7 p.m. meetings will be held Wednesday, January 3, 2017. The special meeting/work session City Council meeting will move to January 22, 2017 at 7:00 p.m....
- D. A "Truth in Taxation" public hearing will be held during the regular Monday, December 4, 2017 meeting at 7:30 p.m....
- E. A motion was made by Lisa Karsten, seconded by Tim Flaten, and carried unanimously to approve Resolution 2017-23; accepting a \$10,000.00 donation Dahle Enterprises for the playground project.
- F. The American Legion Post 149 previously obtained a "Conditional Use Permit" permitting construction of an outdoor enclosure, beer garden or patio. Therefore with an approved application for a zoning permit and paid permit, they will be allowed to build an outdoor patio. It is the business establishment's choice (not required, but recommended) to form a contained area to keep alcoholic beverages on-sale and on their private property.
- G. A motion was made by Seth Prescher, seconded by Kathy Wolf, and carried unanimously to approve the two submitted utility payment contracts.
- H. Tim Flaten explained the options to try to control the geese by the dam on Holland Avenue. Basically you just have to be patient/honk your horn to hurry them along.

8. Correspondence and Announcements:

The Centennial Park Playground Dedication/Ribbon Cutting Ceremony will be held on Saturday, October 14, 2017 at 2:00 p.m.....

Weather permitting, the front of the Morristown Community Center will be lit with pink and blue lights in a joint worldwide tribute of Pregnancy & Infant Loss Remembrance Day, Sunday, October 15, 2017, from 7:00 to 8:00 p.m.....

Xcel Energy is contracting out having our 162 city lights replaced with LED. This does not include our black decorative lamps.

9. Claims and Accounts:

A motion was made by Lisa Karsten, seconded by Tim Flaten, and carried unanimously to approve to pay the September 15, 2017 Mid-Month Claims and Accounts totaling \$65,718.95 from the General Fund, \$7,237.44 from the Fire Department Fund, \$814.02 from the Water Operations Fund and \$3,671.50 from the Wastewater Operations Fund;

9. Claims and Accounts:

the October 02, 2017 Current Claims and Accounts totaling \$22,444.10 from the General Fund, \$1,145.43 from the Fire Department Fund, \$3,214.99 from the Water Operations Fund, \$4,028.57 from the Wastewater Operations Fund, and \$117.08 from the Refuse Fund, as printed; and the October 02, 2017 Late Claims and Accounts, pending approval by the Mayor via email, totaling \$121,829.26 from the General Fund, \$3,428.07 from the Fire Department Fund, \$96.49 from the Water Operations Fund, \$193.53 from the Wastewater Operations Fund and \$4,583.22 from the Refuse Fund.

10. Council Discussion and Concerns:

Lisa Karsten wants it stated in the minutes that the paving of the Feed Mill parking lot and driveway's City property ends at the brushes. There was no City money or time spent on the Karsten's property. If you would like to see the bid or cancelled check, call Lisa up and she will show it to you.

11. Adjournment:

A motion was made by Seth Prescher, seconded by Tim Flaten, and carried unanimously to adjourn. The meeting adjourned at 9:27 p.m.

12. Next Meetings:

The next special meeting/work session is Monday, October 16, 2017 at 7:00 p.m.  
The next regular meeting will be held on Monday, November 06, 2017 at 7:00 p.m. A public hearing will be held during the regular meeting at 7:30 p.m. on allowing solar energy gardens/farms within the city limits.

/s/ Kurt Wolf  
Kurt Wolf, Mayor

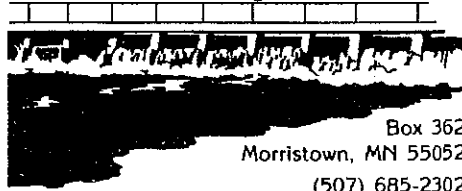
ATTEST:

/s/ Sheri Gregor  
Sheri Gregor, City Clerk/Treasurer

# City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

*Best Little Town By A "Dam Site"*



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

## **MORRISTOWN ZONING BOARD MEETING MINUTES Thursday, October 19, 2017 Regular Meeting 7 p.m.**

Members Present: Jim Lonergan, Jack Blackmer, Steve Felix

Member Absent: Mark Morris and Mike O'Rourke

Also Present: Scott Kokoschke, Nic Preuss, Zoning Administrator John Byers  
and City Clerk Sheri Gregor

### **1. Call To Order:**

The regular meeting of the Morristown Zoning Board was called to order, by Chairman Jim Lonergan, on Thursday, October 19, 2017 at 7:00 p.m., in the Council Chambers at City Hall, 402 S. Division Street.

### **2. Additions/Corrections to Agenda:**

Jim Lonergan adds to Unfinished Business E. Rezone Commercial Parcel to Residential, New Business A. Commercial District Apartment and B. Separation of Lot. A motion was made by Jack Blackmer, seconded by Steve Felix, and carried unanimously to accept the October Agenda as written, with the three additions.

### **3. Additions/Corrections to Minutes:**

A motion was made by Steve Felix, seconded by Jack Blackmer, and carried unanimously to accept the September 21, 2017 meeting minutes as printed.

### **4. Report on City Council Action Taken at Last Meeting:**

Jim Lonergan and Sheri Gregor relayed Council meeting information, of zoning interest. A public hearing will be held at 7:30 p.m., during the November 06, 2017 City Council meeting for the public's input on allowing solar energy gardens/farms within the city limits. Attorney Mark Rahrack has addressed the burning violation with the lawyer for JK Enterprises; a letter will be sent to MPCA. Ordinance 2017-6 Amending Open Burning only during designated dates/times, per City Council, with no permit required. Reply to the American Legion's CUP outdoor patio question; no outdoor barrier/fence required, but recommended.

### **5. Requests to be Heard:**

None

6. Unfinished Business:

- A. Scott Kokoschke and Nic Preuss, of Koke's Produce, met with the Board to discuss the violation notices of Ordinance 2017- 4. A motion was made by Jack Blackmer, seconded by Steve Felix, and carried unanimously that the initial administrative fine of \$100.00 stands; to extend the second fine date of the produce stand to October 23<sup>rd</sup>, to get into compliance, before issuing or waiving the second fine. The initial administrative fine was paid.
- B. More information will be gathered to see what standards/options would allow a business to install a commercial grade hoop shelter; to conform with permitted materials, per Ordinance 152.226.
- C. The Zoning Board is creating a Conditional Use Permit document to issue, for the City and Issuant's records.
- D. An Application for Demolition Permit is also being revised to clarify conditions which need to be met, by the responsible applicant;owner and/or contractor.
- E. Joe and Rachelle Caldwell, 24 E. Main St., have purchase the vacant commercially zoned lot, adjacent their residential property. Their plan is to combine the lots into one parcel and build a garage; first needing to get the newly acquired property rezoned. A motion was made by Jack Blackmer, seconded by Steve Felix, to recommend to the City Council to rezone 3A-Commerical, Central Business District, Parcel ID # 20.23.3.51.071 to 1A-Residential District. Jim Lonergan – Abstain. Motion Passed 2 – 0 – 1.

7. New Business:

- A. Phillip Brooks, Sr. request the Board's input on the possibility of him renovating his lower level, at 118 N. Division St., into an apartment. The Board recites Ordinance §152.144 Accessory Uses: (B) Combination residential and commercial uses in a single structure provided that the front 20 feet of the street level floor is exclusively a permitted commercial use.
- B. The division of a lot is in question, located at 305 1 St. N.E... More research will be done and the information brought to the next meeting.

8. Zoning Administrator's Report

The application for a zoning permit to add a car lean-to was denied, by the Board. A motion was made by Steve Felix, seconded by Jack Blackmer, and carried unanimously to send a letter stating the previous situation needs to be cleared up and the lean-to application denied.

8. (cont.) John Byers informed the Board on a dog kennel question he replied to. No permit is needed for a chain link dog kennel. It is allowed to have a privacy fencing on the side panels/as chain link kennel has gates on the ends.

Permits Issued:

1. Bridgewater Siding & Windows – Lori Still – 401 S.Division St.. – Sec 27/  
Twp109/Rng 022 – Siding & Windows
2. Knockout Renovations LLC – Tyler Velzke – 408 3rd St. S.E. – Sec 26/  
Twp 109/Rng 022 - Siding

Permits Approved:

1. R.V. Horizon's – 15 Cate St., 38 Charlotte St. – 65 Charlotte St.– Mobile Home Community – Install Frost Footings & Move In 3 New Manufactured Homes
2. Charlie Moline – 102 E. Main St. – Lot 4, Block 15 – Morristown Orig. Town – Deck and Steps
3. Anita Livingston – 104 W. Franklin St. – Lot 5, Block 24 – Adams & Allens Addition – 8'X10' Shed
4. Lynn & Sharon Throne – 7 Front St. – Mobile Home Community – 10'X16" Shed

Permit Denied:

1. LaCanne Paving – 9850 Morristown Blvd. – Hwy. Comm. Dist.– Lean-to Addition

Permits Closed:

1. Andy LeMieux – 102 E. Chestnut St. – Lot 4, Block 11 – Nathans Addition – Remodel, Replace Window
2. Brenda Monroe – 105 2nd St. S.E. – Lot 9, Block 15 – Morristown Orig. Town – Siding/Shingles

A motion was made by Jack Blackmer, seconded by Steve Felix, and carried unanimously to accept the zoning administrator's report.

9. Adjournment:

A motion was made by Steve Felix, seconded by Jack Blackmer, and carried unanimously to adjourn. Adjournment was at 8:57 p.m.

The next regular Zoning Board meeting will be held at 7:00 p.m., on Thursday, November 16, 2017.



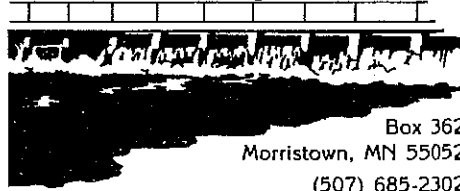
Sheri Gregor, City Clerk/Treasurer



# City of Morrystown

IN SOUTHERN MINNESOTA LAKES REGION

*Best Little Town By A "Damn Site"*



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

## MORRISTOWN CITY COUNCIL MEETING MINUTES

Regular Meeting Monday, November 06, 2017 7:00 P.M.

Present: Mayor Kurt Wolf, Council - Lisa Karsten, Kathy Wolf, Seth Prescher and Tim Flaten

Others Present: City Attorney Mark Rahrick, Sargent Tom McBroom, City Engineer Rich Revering, Jack Schwichtenberg, Margaret Butler, Troy Dahle, Tim Minske, Mike O'Rourke, Dan Morris, Adam Uittenbogaard, Don Olson, Lynn Olson, Chuck Beisner, Mary Denzer, Dayna Norvold, Steve Felix, Stephanie Ryman, Cindy Stopski, Jim Lonergan, John Byers and City Clerk Sheri Gregor

1. The regular meeting of the Morrystown City Council was called to order on Monday, November 06, 2017 at 7:00 p.m., in the Council Chambers, at 402 S. Division Street, by Mayor Kurt Wolf.
2. The Pledge of Allegiance was recited.
3. Additions/Corrections to the Agenda:  
Additions to the Agenda are under 7. New Business, H. Resolution 2017-26: Resolution Accepting Donation and G. Resolution 2017-27: Resolution Accepting Donation. A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to approve the Agenda, with the two additions.
4. Consent Agenda:  
Items A. Police Report, C. Public Works Report and E. October 16, 2017 Council Minutes were pulled. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to approve the Consent Agenda, minus the three pulled reports.  
Sargent Tom McBroom spoke about the month of October on the law enforcement activity. Tom also explained the phone number, 334-4391, will be posted at the Morrystown Police Dept. to reach dispatch; for citizens that want to speak with an officer in Morrystown. Deputy Sheriff Dan Berndtson will be our main police officer January 1 through April 30, 2018. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to approve the Police Report. Public Works Director, Tim Minske, submitted a bid from LaCanne Electric to update the lighting in the Shop. The Council asked Tim Minske to get a second bid.

4. Consent Agenda: (cont.)

A motion was made by Seth Prescher, seconded by Tim Flaten, and carried unanimously to allow Tim Minske to have the snowplow repaired by Crysteel Truck Equipment at the bid of approx. \$2,600.00 plus labor. Tim Minske has a bid for new snowplow tires from Wholesale Tire and will also get a second bid. The funds will come from the heavy equipment, snow/ice removal account. Tim Minske mentioned mud being on the roads, due to farm equipment exiting the field. The harvester has agreed to clean off the road. Tim Minske reported that some residents are dumping leaves/sticks at the VM Engineering property and others are making unkind hand gestures to the VM employees. Tim Minske asked about the revised clothing allowance policy, in which now the Public Works employees are still each allotted the annual \$500.00, but must first make their purchase, then turn in receipts, to be reimbursed. Lisa Karsten added that she has given Tim Minske orders to change four resident's water meters, due to having no usage readings. A motion was made by Seth Prescher, seconded by Lisa Karsten, and carried unanimously to accept the Public Works Report. Lisa Karsten pulled the City Council October 16, 2017 meeting minutes, to explain that she intended to abstain from the vote that rewarded the city employees a 1% cost of living, due to her husband being one of the four employees. A motion was made by Seth Prescher, seconded by Lisa Karsten, and carried unanimously to approve the change in the Council's Meeting Minutes from October 16, 2017.

5. Comments and Suggestions from Citizens Present:

None

6. Unfinished Business:

- A. Mike O'Rourke represented a report of the playground and parks' donations, expenses and equipment/man hours invested in the project. Mike O'Rourke stated the benches and bean bag toss game should be arriving soon. Dahle Sod Farm will hydro seed the playground park area by the end of this week. LaCanne Electric will be installing lighting. The WEM Moving Forward Foundation would like to be part of the project donators, and will be included in the second phase of the playground project; which will be the installed at the Babe Nordmeier Baseball Field. Tim Flaten discuss that a permanent plaque should be placed in Centennial Park commemorating the playground's donators and volunteers.
- B. Per the request of the Mobile Home Community management, a second company has been contacted of receive a bid for the sewer plant shut off; awaiting bid. Tim Minske is to contact another company also. The cost of estimating dewatering is an issue.

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

- C. No citizens have volunteered to serve on the City's Complaint/Concerns/Comments Committee. The Council is extending the offer for applicants.
- D. Seth Prescher spoke with downtown businesses about the trees planted along the boulevard. A motion was made by Seth Prescher, second by Tim Flaten, and carried unanimously to remove the existing trees from the Blvd. from Nordmeier Bros., Old Town Tavern and the Post Office.
- E. The Council decided to revise and repost the open deputy clerk position.
- F. A letter was sent to the MPCA regarding the burning violation after a demolition at 9870 Morristown Blvd. This item is tabled to the next regular meeting; awaiting response from the MPCA.

At 7:30 p.m., the regular meeting was closed to open the Public Hearing receiving public input, regarding amending our ordinance to allow solar energy gardens/farms within the city limits. Chuck Beisner, Project Development Manager of Sunrise Energy Ventures, provided information and answers to questions that arose. Mark Rahrick, City Attorney, was asked by the Council to draft an amendment of the ordinance, for review, that would pertain to allowing solar energy development, within the city limits, which district(s), and conditional use, etc.; if the Council chooses to allow this, in the near future. The regular meeting was reopened at 8:12 p.m....

- G. The City received four sealed bids for the 1996 Chevy K3500 Truck. A motion was made by Lisa Karsten, seconded by Tim Flaten, and carried unanimously to accept the highest bid of \$5,780.00 from Bruce Morris.

**7. New Business:**

- A. Dayna Norvold, of Rice County Habitat for Humanity, gave a very informative presentation on the 2018 preliminary plans and timeline on the construction of five homes to be located on W. Sidney and Thruen Streets.
- B. Information will be gotten from the MN Dept. of Health's guidelines for what the Community Center may allow regarding homemade or catered food.
- C. A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to accept the recommendation of the Zoning Board, to hold a public hearing based on the rezoning application from Joe and Rachelle Caldwell; to rezone their newly acquired commercial district property to residential district.
- D. A motion was made by Seth Prescher, seconded by Tim Flaten, and carried unanimously to hold a public hearing to rezone parcel 20.23.3.51.071, on Monday, December 4, 2017 at 8:00 p.m....

7. New Business: (cont.)

- E. The February 2018 mid-month regular City Council meeting will be held on Wednesday, February 21, 2018 at 7:00 p.m., due to President's Day being Monday, February 19, 2018.
- F. A motion was made by Seth Prescher, seconded by Lisa Karsten, and carried unanimously to accept Resolution 2017-25: Designating Polling Places for the 2018 Primary and General Elections.
- G. Tim Flaten would like to see another sign posted at the compost site simply stating "City of Morristown Residents Only – Violators will be Prosecuted."
- H. Tim Flaten explained the options to try to control the geese by the dam on Holland Avenue. Basically you just have to be patient/honk your horn to hurry them along.

8. Correspondence and Announcements:

Going forward, if a school district special election needs to be held, it will be held at the Community Center.

The City has been reimbursed by our insurance company, minus deductibles, from lightning damages to the back-up siren and community center generator.

The City received a partial payment of the \$67,000.00 DNR grant, towards the playground project of \$56,625.00.

The LED lighting project has been completed at the Community Center. An expected Excel rebate check of \$5,584.94 and the Minnesota Chamber grant money of \$2,346.00 will offset the City's cost of \$30,937.44.

9. Claims and Accounts:

A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to approve to pay the November 06, 2017 Current Claims and Accounts totaling \$68,682.34 from the General Fund, \$1,682.41 from the Fire Department Fund, \$4,364.72 from the Water Operations Fund, \$738.27 from the Wastewater Operations Fund and \$4,228.55 from the Refuse Fund; the November 06, 2017 Late Claims and Accounts totaling \$9,131.01 from the General Fund, \$434.49 from the Fire Department Fund and \$686.00 from the Wastewater Operations Fund, as printed. Lisa Karsten states to add to the December 4<sup>th</sup> claims, City Officials annual pay-outs.

10. Council Discussion and Concerns:

None

- 11. The meeting was closed to hold the City Clerk/Treasurer's evaluation. The meeting was reopened. At this time, the Council will not increase the wages of the City Clerk/Treasurer; based on the results of the evaluation. The Council will re-evaluate in 90 days.

12. Adjournment:

A motion was made by Tim Flaten, seconded by Seth Prescher, and carried unanimously to adjourn. The meeting adjourned at 11:28 p.m.

12. Next Meetings:

The next work session is Monday, November 13, 2017 at 6:30 p.m.

The next regular mid-month meeting will be held on Monday, November 20, 2017 at 7:00 p.m.

/s/ Kurt Wolf  
Kurt Wolf, Mayor

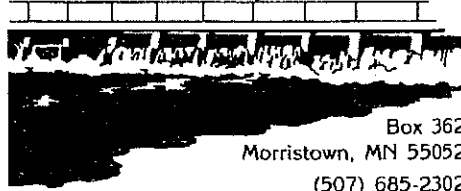
ATTEST:

/s/ Sheri Gregor  
Sheri Gregor, City Clerk/Treasurer

# City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

*Best Little Town By A "Dam Site"*



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

## **MORRISTOWN CITY COUNCIL WORK SESSION MEETING Monday, November 13, 2017 6:30 P.M.**

Members Present: Mayor Kurt Wolf, Council Lisa Karsten, Kathy Wolf, Seth Prescher and Tim Flaten

Others Present: Dan Morris and City Clerk/Treasurer Sheri Gregor

The work session of the Morristown City Council was held on Monday, November 13, 2017 and called to order, by Mayor Kurt Wolf, at 6:30 p.m., in the Council Chambers at 402 S. Division Street.

The pledge of allegiance was recited.

### Among the Items to be Discussed:

1. The Council reviewed a drafted ordinance, by Attorney Mark Rahrick, amending Chapter 152, allowing solar conversion farms, in designated areas, within the city limits. The Council will have the Zoning Board also review this amendment and give their input. Further discussion will be held during the November 20, 2017 mid-month regular meeting.
2. The mayor and council members' annual salaries were discussed, due to the addition of a second regular monthly meeting.
3. Discussion was held on to pursue hiring a deputy clerk or seeking a city administrator or manager. More information/discussion will be presented/held at the November 20, 2017 meeting. A vote on which option to take will on held at the first monthly meeting, changed to Tuesday, December 5, 2017
4. The 2018 Proposed Budget was reviewed and set to move forward.

The Work session ended at 8:15 p.m.

The next regular City Council meeting will be held Monday, November 20, 2017 at 7:00 p.m.

ATTEST:

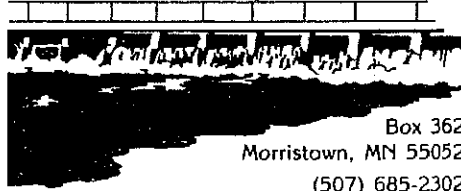
/s/ Sheri Gregor  
Sheri Gregor, City Clerk/Treasurer

/s/ Kurt Wolf  
Kurt Wolf, Mayor

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## MORRISTOWN CITY COUNCIL MEETING MINUTES

Regular Meeting Monday, November 20, 2017 7:00 P.M.

Present: Mayor Kurt Wolf, Council - Lisa Karsten, Kathy Wolf, Seth Prescher and Tim Flaten

Others Present: City Attorney Mark Rahrick, City Engineer Rich Revering, Mike O'Rourke, Dan Morris, Adrienne O'Rourke, Mark Morris, John Byers, Steve Nordmeier and City Clerk Sheri Gregor

1. The mid-month regular meeting of the Morrystown City Council was called to order on Monday, November 20, 2017 at 7:00 p.m., in the Council Chambers, at 402 S. Division Street, by Mayor Kurt Wolf.

2. The Pledge of Allegiance was recited.

3. Additions/Corrections to the Agenda:

Additions to the Agenda are under 5. Unfinished Business E. Snowplow Tires – Bids, and 6. New Business, J. Girl Scouts – Nov. 21, 2017 Wreath delivery, Waive fee, K. Zoning Board Administrator, John Byers, Resignation Letter, L. Resolution 2017-34: Resolution Accepting Resignation of John Byers and M. Advertise to fill Zoning Administrator appointment. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to approve the Agenda, with the additions as stated.

4. Comments and Suggestions from Citizens Present:

Dan Morris, representing the Commercial Club, would like the Council to consider hiring a second person to clean/set-up the Community Center Hall. To have someone to be trained in to help and/or fill in. Also take a look the pay scale for that position.

Mike O'Rourke request the Council have the Community Center Hall floor done again and the bar floor also. Two bids will be gotten, including a maintenance contract set up; to keep the waxing procedure going. Mike O'Rourke addressed the possibility of raising the Community Center hall rental rates for 2019.

Steve Nordmeier mentioned the condition of the Community Center hall floor tiles by the southwest double doors, need repair.

**5. Unfinished Business:**

- A. After discussing whether to allow solar conversion farms, within the city limits, a consensus was reached. It is not in the best interest of the City for future growth, tying up land for such an extended amount of time. A resolution will be presented at the next meeting to deny an applicant's request to amend Chapter 152 allowing solar conversion farms. The need to update the City of Morristown's 2001 Land Use Plan was pointed out. Rich Revering will furnish information on the process to proceed.
- B. The public works shop lights will be updated to LED. The decision on what fund to disburse from and awarding the bid is tabled to the December 5, 2017 meeting.
- C. No applications have been received from any citizens volunteering to become part of the Complaint/Concerns/Comments Committee. This item will be revisited after the New Year.
- D. Lisa Karsten presented information comparing same size cities as to what they have in regards to one or more combinations a city administrator, city clerk/treasurer, city clerk, treasurer, deputy clerk, office assistant and office hours. The Council will examine the budget's unallocated monies from the general fund, as part of making a decision on which route to go in posting a position, at the December 18, 2017 meeting.
- E. A motion was made by Lisa Karsten, seconded by Tim Flaten, and carried unanimously to have Tim Minske go forward with snow tires on the plow truck from Wholesale Tire for the bid of \$1,245.50 out of the 540 Heavy Machinery Account.

**6. New Business:**

- A. A discussion was held on the mayor and council member's annual salaries. With implementing a second regular meeting, that meeting will fall under the same criteria as an emergency, special or work session meeting pay of \$25.00, if attended.
- B. Seth Prescher will begin to create a firm posting policy to set guidelines for our social media sites, Facebook and Instagram post. The Council will review the draft during the December 18, 2017 mid-month regular meeting.
- C. A motion was made by Lisa Karsten, seconded by Tim Flaten, and carried unanimously to approve Resolution 2017-28: Resolution Accepting Donation of hydro seeding from Dahle Sod Farm in the amount of \$2,500.00.
- D. A motion was made by Lisa Karsten, seconded by Tim Flaten, and carried unanimously to accept Resolution 2017-29: Resolution Accepting Donation of a rock retaining wall in the amount of \$1,600.00 from Dan & Nancy Morris.
- E. A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to accept Resolution 2017-30: Resolution Accepting Donation of trees in the amount of \$328.00 from Modern Woodmen & Pam Golombeski.



6. New Business: (cont.)

- F. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to accept Resolution 2017-31: Resolution Accepting Donation of Merry-Go-Round powder coating from VM Engineering. Lisa Karsten amends the motion, seconded by Kathy Wolf, and carried unanimously to include the dollar amount once that's available.
- G. A motion was made by Lisa Karsten, seconded by Kathy Wolf, and carried unanimously to go forward with Abdo, Eick & Meyers for our 2017 audit in the amount of \$11,450.00; authorizing Kurt to sign the service agreement.
- H. The proposed 2018 budget was reviewed at the November 13, 2017 work session meeting and no changes were made but for the decision to cover the general fund \$3,416.82 deficit by the unallocated funds.
- I. A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to approve Resolution 2017-32: A Resolution Adopting the Proposed 2017 Property Tax Levy, Collectible in 2018 and the Proposed Budget for 2018, as listed: General Fund \$248,994.51, Fire Relief Fund \$5,000.00, Fire Department Fund \$11,425.00, Revolving Loan Fund \$2,000.00, Community Center Debt Fund \$77,775.00, and Fire Hall Debt Fund \$39,400.00 for a total of \$384,594.51.
- J. A motion was made by Seth Prescher, seconded by Lisa Karsten, and carried unanimously to waive the fee for the Girl Scouts to use the Community Center hall, on Tuesday, November 21st, to distribute the wreaths; and they are not allowed to use the big door.
- K. John Byers submitted his resignation letter, as Zoning Administrator, to Mayor Kurt Wolf. The Council praised John on being a great resource to the community and would like to publicly thank John for his years (19 years and 8 months) of service.
- L. A motion was made by Lisa Karsten, seconded by Seth Prescher, and carried unanimously to approve Resolution 2017-34: Resolution Accepting Resignation of John Byers, effective December 31, 2017.
- M. A motion was made by Lisa Karsten, seconded by Tim Flaten, and carried unanimously to advertise for a zoning administrator, in all the free avenues on the Clerk's list, the application deadline is 5:00 p.m. on December 8, 2017; if interested in the position invited to attend the Zoning Board's meeting on December 12, 2017 if they have questions, with the Zoning Board making their recommendation to the Council so the Council can make their appointment on Monday, December 18, 2017.

7. Correspondence and Announcements:

Items to be scheduled on the December 5, 2017 Agenda are Community Center hall floor tile repair, Community Center hall floor maintenance, contract and bids, Community Center hall rental rates for 2019. Items to be on the second January 2018 regular meeting agenda are the job description for the custodian and the review of the custodian. Lisa Karsten asks to hold the second regular meeting in January, due to Martin Luther King's Day, to Tuesday, January 16, 2017.

8. Claims and Accounts:

A motion was made by Lisa Karsten, seconded by Tim Flaten, and carried unanimously to approve to pay the November 20, 2017 Mid-Month Claims and Accounts totaling \$71,817.25 from the General Fund, \$363.22 from the Fire Department Fund, \$116.57 from the Water Operations Fund and \$200.00 from the Wastewater Operations Fund.

9. Council Discussion and Concerns:

Reminder of the Annual Morristown Commercial Club Christmas Drawing – Saturday, December 16th with registration beginning at 1 p.m. and the drawing at 2 p.m...  
Lisa Karsten requests the Mayor and Council to attend.

10. Adjournment:

A motion was made by Seth Prescher, seconded by Tim Flaten, and carried unanimously to adjourn. The meeting adjourned at 8:52 p.m.

11. Next Public Hearings: Monday, December 04, 2017 at 7:15 p.m. Rezone Property  
Monday, December 04, 2017 at 7:30 p.m. Truth in Taxation

12. Next Meetings: – Tuesday, Dec. 05, 2017 & Monday, Dec. 18, 2017

/s/ Kurt Wolf  
Kurt Wolf, Mayor

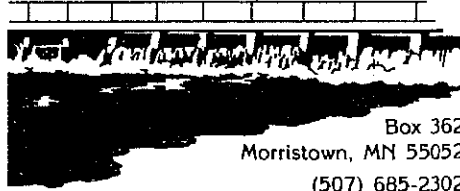
ATTEST:

/s/ Sheri Gregor  
Sheri Gregor, City Clerk/Treasurer

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## MORRISTOWN CITY COUNCIL SPECIAL MEETING/PUBLIC HEARINGS MINUTES Monday, December 04, 2017 7:15 P.M.

Members Present: Mayor Kurt Wolf, Council Kathy Wolf and Tim Flaten

Members Absent: Lisa Karsten and Seth Prescher

Others Present: Joe Caldwell, Dan Morris and City Clerk/Treasurer Sheri Gregor

The special meeting/public hearings of the Morristown City Council were held on Monday, December 04, 2017 and called to order, by Mayor Kurt Wolf, at 7:15 p.m., in the Council Chambers at 402 S. Division Street.

**Public Hearing** – At 7:15 p.m., a public hearing was held to rezone commercial parcel ID 20.23.3.51.071, Lot 3, Block 16 of Morristown Original Town to the residential district. The vote to accept an ordinance amending the zoning map will be held at the Tuesday, December 05, 2017 meeting. The rezoning hearing was closed at 7:22 p.m. and a recess taken.

**Public Hearing** – At 7:30 p.m., the public truth-in-taxation hearing was opened to receive public comment, questions and to discuss the proposed budget and property tax levy for the taxes payable year 2018. A resolution to accept the final proposed budget and tax levy will be presented at the Council's Tuesday, December 05, 2017 meeting. The tax hearing closed at 7:38 p.m.

No other business was discussed.

A motion was made by Tim Flaten, seconded by Kathy Wolf, and carried unanimously. to adjourn. The meeting adjourned at 7:39 p.m.

The next regular City Council meetings will be held Tuesday, December 05, 2017 and Monday, December 18, 2017, at 7:00 p.m.

/s/ Kurt Wolf

Kurt Wolf, Mayor

//s/ Sheri Gregor

Sheri Gregor, City Clerk/Treasurer

## **MORRISTOWN CITY COUNCIL MEETING MINUTES**

### **Regular Mid-Month Meeting Monday, December 18, 2017 7:00 P.M.**

Present: Mayor Kurt Wolf, Council - Lisa Karsten, Kathy Wolf, Seth Prescher and Tim Flaten

Others Present: Don Olson, Lyn Olson, Cindy Stopski and City Clerk/Treasurer Sheri Gregor

1. The regular mid-month meeting of the Morristown City Council was called to order on Monday, December 18, 2017 at 7:00 p.m., in the Council Chambers, at 402 S. Division Street, by Mayor Kurt Wolf.
2. The Pledge of Allegiance was recited.
3. Additions/Corrections to the Agenda:  
Additions to the Agenda are under 6. New Business - H. City Equipment Driver Policy. Motion by Lisa Karsten, second by Seth Prescher, and carried unanimously to approve the Agenda, with the addition.
4. Comments and Suggestions from Citizens Present:  
Don Olson asks if the Council is dead set on not allowing solar farms conversions within the city limits. Seth Prescher explained a lot of conversation went into the decision resulting in the resolution to deny amending the city ordinance code to allow solar farm conversion. The decision was based on land use, future city development and the 30 year window of stipulations put on that land. Don Olson is thinking to put the land into a Federal program, whereas the City won't be able to have access, of that land, to build a road or any other development. Don did ask if the City would be interested in purchasing the land. The Council didn't believe so.
5. Unfinished Business:
  - A. Motion by Lisa Karsten, second by Tim Flaten, and carried unanimously that Council members will be paid the set rate of \$925.00 and \$1,000.00 for the Mayor, for 12 meetings a year; regardless whether in attendance or not. Special/work sessions/emergency meetings will be held as directed by the Council at a fee of \$25.00 per meeting; only if in attendance. Lisa Karsten amends her motion, seconded by Seth Prescher, and carried unanimously to include second regular to special/ work sessions/emergency meetings will be held as directed by the Council at a fee of \$25.00 per meeting; only if in attendance.

5. Unfinished Business: (cont.)

- B. Motion by Seth Prescher, second by Tim Flaten, and the majority carried to increase the current part-time custodial wage to \$15.00 an hour, pending the employee review on Monday, January 22, 2018, retroactive to December 18, 2017; and pay the second part-time new hire custodian a starting wage of \$13.50. Lisa Karsten abstains from the vote.
- C. Motion by Lisa Karsten, second by Tim Flaten, and carried unanimously to follow the Zoning Board's recommendation and offer the Zoning Administrator position to Jesse Sanders; if he turns it down make a second offer to Deb Sanborn. Mayor Kurt Wolf will contact Jesse Sanders.
- D. A discussion took place on the procedure of social media postings on the City's official Facebook and Instagram websites. Citizens, businesses, organizations and the likes, can request, to a council member a posting promoting community events which are open to the public. Motion by Seth Prescher, second by Tim Flaten, and carried unanimously to set the guidelines as follows: Any Morristown Council member, and Mayor, can send the City Clerk, via email, a post to be placed on our social media websites by Two Lakes Design, our web communications specialists. If for any reason a Council member has a concern about an item they have been asked to post, he/she will contact the Mayor to discuss any concerns before sending the email to the City Clerk. If the Mayor and Council member can't come to a resolution, the City attorney will be brought in to make sure of no legal ramifications of such post.
- E. Motion by Lisa Karsten, second by Seth Prescher, and carried unanimously to advertise for a part-time City Administrator, wage based on education and experience, to be posted in all the free locations. Lisa Karsten amends her motion, second by Seth Prescher, and carried unanimously to include the application deadline of January 12, 2018 at 4 p.m.
- F. Motion by Lisa Karsten, second by Seth Prescher, and carried unanimously to approve Joe and Rachelle Caldwell's letter requesting to combine their property parcels 20.23.3.51.70 and 20.23.3.51.071.
- G. The Community Center great hall floor tiles, by the east and west doors, cannot be repaired until the outdoor temperature is at least 60 degrees. We do have extra matching floor tiles and Floor to Ceiling can sub-contract the repair and give us a bid. This item will tabled and revisited in March and two bids obtained.

6. New Business:

- A. Letters were sent to a number of delinquent utility customers. They had the opportunity to dispute their water, sewer, and garbage bill at the Council meeting or sign a Utility Payment Contract. Customers who received this notice have until December 25, 2017 in which their utility bill needs to be paid in full. Otherwise, their City utilities will be disconnected. Motion by Lisa Karsten, second by Seth Prescher, and carried unanimously to give these residents until noon on Tuesday, December 26, 2017 to complete a payment contract, then their utilities won't be disconnected; unless the Council decide not to accept the terms of their contract, at the Wednesday, January 3, 2018 meeting.
- B. Motion by Seth Prescher, second by Tim Flaten, and carried unanimously that unless requested by the City Council, legal and engineering representation at the second monthly meeting is not required.
- C. The sanitary sewer grease and prohibited materials issue and ordinance review is tabled until the Monday, January 22, 2018 meeting. The Council request Tim Minske and/or Pat Kaderlik be present and give written findings, based on what they see, and their recommendations on what they need.
- D. Motion by Lisa Karsten, second by Kathy Wolf, and carried unanimously to allow practice and waive rental fees for the Cannon Valley Players for their performances to be February 23, 24 and 25, 2018.
- E. Motion by Lisa Karsten, second by Seth Prescher, and carried unanimously to approve the 33rd Annual Morristown Dam Days Celebration to be held June 1-3, 2018.
- F. Motion by Lisa Karsten, second by Kathy Wolf, and carried unanimously to approve Kurt Wolf, Lisa Karsten, Seth Prescher and Tim Flaten to attend the League of Minnesota Cities Leadership Conference in Brooklyn Park on January 26-27, 2018; including meals, mileage and hotel expenses, if requested by individual Council members.
- G. We received information from Annette Peters, Rice County Elections Director, on a grant Rice County has applied for on behalf of all county jurisdictions. Electronic voting equipment, featuring progressive technology, will be purchased for future elections. The cost per precinct, dependent on available grant money, is yet to be determined.
- H. The question came about, specific to snow plowing; could we have a qualified person plow snow for the city, using our equipment. The answer is only city employees are allowed to run city equipment.

7. Correspondence and Announcements:

None

8. Claims and Accounts:

Motion by Lisa Karsten, second by Kathy Wolf, and carried unanimously to approve to pay the December 18, 2017 Mid-Month Claims and Accounts totaling \$16,516.81 from the General Fund, \$490.90 from the Fire Department Fund, \$4,720.53 from the Water Operations Fund and \$3,120.50 from the Wastewater Operations Fund; and the End-Of-The-Year Claims totaling \$9,080.80 for the Elected and Appointed City Official's Salaries and \$3,510.00 for the Morristown Fire Department Official's Salaries.

9. Council Discussion and Concerns:

Tim Flaten asks when the Council wants to discuss the animal control and contract agreement options. This item will be on the Monday, January 22, 2018 agenda.

10. Adjournment:

Motion by Seth Prescher, second by Lisa Karsten, and carried unanimously to adjourn. The meeting adjourned at 8:40 p.m....

11. Next Meetings: – Wednesday, January 3, 2018 and Monday, January 22, 2018 at 7:00 p.m.

/s/ Kurt Wolf  
Kurt Wolf, Mayor

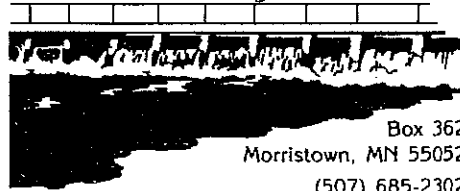
ATTEST:

/s/ Sheri Gregor  
Sheri Gregor, City Clerk/Treasurer

# City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

Best Little Town By A "Dam Site"



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

## MORRISTOWN CITY COUNCIL MEETING MINUTES Regular Meeting Monday, December 05, 2017 7:00 P.M.

Present: Council Members - Lisa Karsten, Kathy Wolf, Seth Prescher and Tim Flaten

Absent: Mayor Kurt Wolf

Others Present: City Attorney Mark Rahrlick, Rice County Sheriff Troy Dunn, Tim Minske, Pat Kaderlik, Mike O'Rourke, Dan Morris, Steve Nordmeier, Troy Dahle, Adam Uittenbogaard, Ryan Schiell, Don Olson, Lyn Olson, and City Clerk Sheri Gregor

1. The regular meeting of the Morristown City Council was called to order on Tuesday, December 05, 2017 at 7:00 p.m., in the Council Chambers, at 402 S. Division Street, by Assistant Mayor Lisa Karsten.
2. The Pledge of Allegiance was recited.
3. Additions/Corrections to the Agenda:  
Additions to the Agenda are 6. Unfinished Business - H. MPCA Demolition Burning Response, I. Ordinance 2017-7: Amending the Zoning Map of the City Code and 7. New Business - G. Community Center Chairs. Motion by Seth Prescher, second Kathy Wolf, and carried unanimously to approve the Agenda, with the additions.
4. Consent Agenda:  
Tim Minske asked to pull the Public Works Report. Motion by Seth Prescher, second by Kathy Wolf, and carried unanimously to approve the consent agenda, minus the Public Works Report. Tim Minske reported on the amount of grease (cooking oil) coming into the sanitary sewer. Also a lot of unacceptable rubbish is coming in through the sewer line from the mobile home community, plugging up the lines and causing excessive maintenance. Mark Rahrlick will see what our city ordinances states and email an example ordinance, for Tim to look over, as to what has been adopted in other cities to deal with grease and chemicals. An additional sanitary maintenance agreement with MHC is one option. Another issue needing attention is the light pole, at the intersection of Division and Franklin Streets, which after just two weeks of being replaced was hit and damaged. Another insurance claim will be filed and the issue addressed again at the Wednesday, January 3, 2018 meeting. Motion by Kathy Wolf, second by Tim Flaten, and carried unanimously to accept the Public Works Report.
5. Comments and Suggestions from Citizens Present:  
Troy Dahle request the City leaves the Community Center LED parking lot lights on all night. The extra cost is \$0.60 per night and would benefit the people who bring their utility bill payments and nights when there are events, meetings, snowplowing, etc.



5. Comments and Suggestions from Citizens Present: (cont.)

The Council is in agreement and the lights will remain on. Steve Nordmeier said the agenda for this meeting wasn't on the website. Mike O'Rourke stated the Cannon Valley Players will be presenting the all-male play the last weekend of February 2018. Mike asks to be put on the next agenda, to be allowed to practice and waive the rental fee of the Community Center, for the play. Sheriff Troy Dunn shared that Deputy Dan Berndtson will be coming back for a four month assignment to Morristown starting January 2018. Steve Nordmeier asks for permission to hold Dam Days June 1st, 2nd and 3rd, 2018.

6. Unfinished Business:

- A. Mike O'Rourke reported on the playground project. The shelter lights will be put in next spring, the bean bag toss is here but wanting the grass to be established before putting in place. Adam Uittenbogaard will submit one more claim to receive the remainder of DNR grant money.
- B. The decision to update the Public Works Department to LED lighting is postponed, as the 18 burnt out shop lights were replaced and ballast repaired.
- C. The Council will review the information provided by Julie Isenberg, MN Dept. of Health, Food Health Sanitarian, on the requirements for licensing for public and public events serving food. Lisa Karsten wants to converse with the Community Center hall rental managers to hear their opinions. This item will be tabled until the January 03, 2018 meeting.
- D. Tim Minske has requested a second bid from another source for the ISO Valve Repair that involves the Mobile Home Community's water supply.
- E. Motion made by Seth Prescher, second by Kathy Wolf, and carried unanimously to approve Resolution No. 2017- 33: A Resolution Adopting the Final 2017 Property Tax Levy, Collectible in 2018. Motion by Seth Prescher, second by Kathy Wolf, and carried unanimously to approve the Final Budget for 2018.
- F. The January 2018 mid-month regular meeting will be held on Monday Jan 22nd.
- G. Motion by Seth Prescher, second by Tim Flaten, and carried unanimously to approve Resolution 2017- 35: Resolution Denying Amendment to Zoning Code (no solar conversion farms allowed within the city limits).
- H. The City received a response from the MPCA (Minnesota Pollution Control Agency). They conducted an inspection of the demolition burn at 9870 Morristown Blvd. and didn't find evidence of burned prohibited materials. The MPCA does not collect soil samples without strong evidence. No further action will be taken.
- I. Motion by Tim Flaten, second by Seth Prescher, and carried unanimously to except Ordinance 2017-7: An Ordinance Amending the Zoning Map of the Morristown City Code (commercial parcel 20.23.3.51.071 rezoned to residential district).

7. New Business:

- A. Motion by Seth Prescher, second by Tim Flaten, and carried unanimously to hire an additional part-time facility custodian. The Morristown Community Center/City Hall will post the part-time custodian job position. Applications will be accepted through Friday, December 29, 2017 and reviewed at the January 03, 2018 Council meeting.
- B. Lisa Karsten has Floor to Ceiling coming to bid the Community Center floor tiles, by the outer entry doors, for repair. She will contact another merchant for a second bid.
- C. A bid has been received from Service Master to maintain (strip, clean, seal) the Community Center floors. A second bid from Clean Reflections is coming in. This item is tabled until the February 2018 meeting, due to needing to repair the floor tiles first.
- D. Motion by Seth Prescher, second by Tim Flaten, and carried unanimously to increase the Community Center whole great hall rental by \$100.00. Friday, Saturday, and Holidays fee will increase from \$500.00 to \$600.00. Sunday – Thursday fee will increase from \$300 to \$400.00. Half great hall rentals will increase by \$50.00; Friday, Saturday, and Holidays will increase from \$300.00 to \$350.00. Sunday – Thursday will increase from \$200 to \$250.00. Increases will be effective January 1st, 2019.
- E. Ryan Schiell, semi owner, presented information and made a request for a revision of the Chapter 71 regulating parking and/or Ordinance 2016-7, to allow necessary repairs and maintenance at his residence. Tim Flaten will get solid written recommendations, from the other city semi drivers, to be taken under advisement if a revision is made. This item is tabled until the January 22, 2018 Council meeting.
- F. Motion by Seth Prescher, second by Tim Flaten, and carried unanimously to approve Resolution 2017-36: Authorizing Assessments of Delinquent Utilities for Collection in 2018.
- G. Dan Morris informed the Council that he and Mike O'Rourke purchased 99 used chairs for the Community Center hall on behalf of the Commercial Club. As president of the Commercial Club, Dan asks the Council's permission to replace the approximate 150-170 oldest chairs and possibly sell them or do as they see fit with those chairs. For the record, Seth Prescher asks during this exchange, of chairs, will there be enough available chairs. Mike O'Rourke stated they will not go under 500 chairs. Motion by Seth Prescher, second by Kathy Wolf, and carried unanimously to authorize the Commercial Club to replace old and broken chairs as they see fit and dispose of as needed.

8. Correspondence and Announcements:

Bevcomm's monthly off-air retransmit signal rate will increase by \$8.00, from \$81.95 to \$89.95. Marco, a technology provider, has purchased BusinessWare Solutions. Lake Country Community Bank has their customer holiday open house December 14th and 15th from 9am to 3pm.

9. Claims and Accounts:

A motion was made by Seth Prescher, seconded by Tim Flaten, and carried unanimously to approve to pay the December 05, 2017 Current Claims and Account totaling \$2,697.85, with the correction of voiding the clothing allowance check of \$500, from the General Fund to the amount of \$2,197.85, \$420.96 from the Fire Department Fund, \$2,084.36 from the Water Operations Fund and \$3,821.79 from the Wastewater Operations Fund, and the December 05, 2017 Late Claims and Accounts totaling \$4,252.46 from the General Fund, \$1,074.91 from the Fire Department Fund, \$83.70 from the Water Operations Fund, \$1,126.15 from the Wastewater Operations Fund and \$4,228.55 from the Refuse Fund. The motion includes paying Randy Krueger and Tim Minske their annual clothing allowance out of payroll.

10. Council Discussion and Concerns:

None

11. Adjournment:

A motion was made by Seth Prescher, seconded by Tim Flaten, and carried unanimously to adjourn. The meeting adjourned at 8:25 p.m.

12. Next Regular Meetings: Monday, December 18, 2017 and Wednesday, January 03, 2018.

  
Lisa Karsten, Assistant Mayor

ATTEST:

  
Sheri Gregor, City Clerk/Treasurer