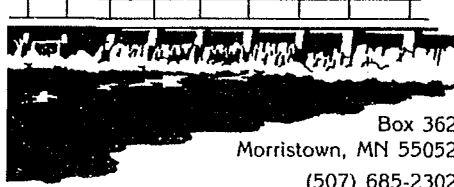


# City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

*Best Little Town By A "Dam Site"*



Box 362

Morristown, MN 55052

(507) 685-2302

## MORRISTOWN CITY COUNCIL MINUTES

Regular Meeting

January 5, 2015

Members Present: Mayor Rick Vollbrecht and Council Members Lisa Karsten, Scott Allen, Ed Schmidtke, and Stephanie Culhane

Members Absent: none

Others Present: Jamie Walburn, City Clerk/Treasurer, Mark Rahrick-City Attorney, Tim Minske, Troy Dahle, Margaret Butler, Jack Schwichtenberg, Rich Revering – City Engineer, Pat Kaderlik, Dave Osborne – Police Chief, Pam Golombeski, Kurt Wolf, Suzanne Krause, Matthew Culey, Bruce Velzke, Mike O'Rourke, and Adam Uittenbogaard.

All new Council Members were sworn in.

A regular meeting of the Morristown City Council was called to order on Monday, January 5, 2015 at 7:00 p.m. in the Council Chambers at 402 Division Street South by Mayor Rick Vollbrecht.

The Pledge of Allegiance was recited.

Items added to New Business: H. Police Position I. Community Emergencies J. Tim's Vacation Motion by Stephanie Culhane, seconded by Ed Schmidtke and carried unanimously to approve the Agenda with the additions.

Motion by Ed Schmidtke, seconded by Stephanie Culhane and carried unanimously to approve the Consent Agenda as printed.

Comments or suggestions from Citizens Present:

Pam Golombeski would like to know if Mike Parry could come in and sell pizzas for a fundraiser for the Dam Days Kids Committee. The pizza truck will be in town on Thursdays from 4:30-7:30 pm. Motion by Ed Schmidtke, seconded by Scott Allen and carried unanimously to approve this proposal and also to waive the peddler's license.

Unfinished Business:

Fire Hall Update was tabled until later in the meeting.

Jamie Walburn, City Clerk, stated she cannot get a hold of the representative from Verizon Wireless. If we do add another line to our T-Mobile plan our billing will decrease since the city is on an old plan. Motion by Scott Allen, seconded by Stephanie Culhane and carried unanimously to approve another line, with \$100.00 allowance for a new phone, for the Maintenance Department through T-Mobile. Jamie will continue to try to get a hold of Verizon Wireless to get government pricing.

2014 International Truck was tabled until Tim arrives at the meeting.

New Business

Bruce Velzke and Matt Culey presented their work on a website for the city. Motion by Lisa Karsten, seconded by Stephanie Culhane to approve the website. There was discussion on the contract that was drawn up and they City Attorney would like a couple of items changed or clarified. Lisa Karsten rescinds her motion. This issue was tabled until January 19, 2015 Special Meeting.

Moving back to Old Business:

Troy Dahle stated the final plans for the new Fire Hall will be finish by the end of this week. Mark Rahrick, City Attorney, stated he looked over the abstract for the land and it looks good and we can close on the land at any time. Jamie Walburn, City Clerk, stated we do not need a special meeting for the opening of the pre-cast bids for January 12, 2015 at 2pm. Mayor Rick Vollbrecht called a Special Meeting for Monday January 19, 2015 at 6pm at the Community Center to award the bid for the pre-cast.

Tim Minske stated he looked at the truck that was approved to buy last month and it was in rough shape and decided it wasn't worth buying. He did receive a bid from RC Bliss for a truck. Motion by Lisa Karsten to approve the purchase of the truck and equipment from RC Bliss. Motion died due to lack of a second.

Moving back to New Business:

Motion by Ed Schmidtke, seconded by Scott Allen to approve the 2015 Committee Appointments. Call to Vote: Vollbrecht: yes: Schmidtke: yes, Allen: yes, Culhane: yes, Karsten: no Motion passed

Motion by Scott Allen, seconded by Rick Vollbrecht and carried unanimously to approve Ed Schmidtke, Rick Vollbrecht, and Jamie Walburn as signers on the bank accounts for the city.

Motion by Rick Vollbrecht, seconded by Ed Schmidtke and carried unanimously to approve the 2015 Master Fee Schedule.

Motion by Stephanie Culhane, seconded by Ed Schmidtke and carried unanimously to approve the Delta Dental Renewal Rates for full time employees.

Motion by Ed Schmidtke, seconded by Stephanie Culhane and carried unanimously to approve the Yard Waste Contract Renewal.

Motion by Ed Schmidtke, seconded by Scott Allen and carried unanimously to approve Abdo, Eick, & Meyers to work on the 2014 Audit.

Chief Osborne stated Officer Helgeson is resigning as of January 31, 2015. Motion by Rick Vollbrecht, seconded by Scott Allen and carried unanimously to approve Chief Osborne and Rick Vollbrecht to interview previous applicants that applied for the position and come up with a recommendation for the council.

Lisa Karsten wanted the council to know that someone should be available to open the community center if there were ever an emergency in the community. For example when the power went out in town last night. With the temperatures being below zero, the residences need a warm place to go during a power outage.


Motion by Lisa Karsten, seconded by Scott Allen and carried unanimously to approve the carryover of Tim Minske's unused vacation (7.41 hours) over to 2015 and has to be used by 3/31/2015.

Motion by Ed Schmidtke, seconded by Lisa Karsten and carried unanimously to approve the December 15, 2014 claims totaling \$5,921.00 from the General Fund, \$14,577.98 from the Fire Department Fund, \$41,480.04 from the Water Fund, \$1,869.15 from the Wastewater Fund, and \$3,628.72 from the Refuse Fund; the December 31, 2014 claims totaling \$5,637.11 from the General Fund, \$3,222.43 from the Fire Department Fund, \$676.85 from the Water Fund, and \$2,862.80 from the Wastewater Fund; the January 5, 2015 late claims totaling \$4,020.82 from the General Fund, \$334.16 from the Fire Dept. Fund, \$39.80 from the Water Fund, \$124.18 from the Wastewater Fund, and \$3,618.75 from the Refuse Fund.

Morristown City Council Minutes  
January 5, 2015  
Page 4

Motion by Scott Allen, seconded by Stephanie Culhane and carried unanimously to approve the snow bucket for the Skid Loader.

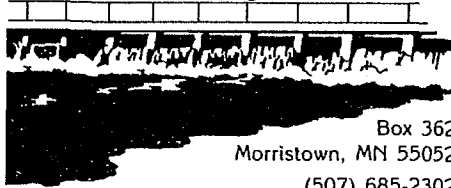
Motion by Ed Schmidtke, seconded by Stephanie Culhane and carried unanimously to adjourn. The meeting adjourned at 8:35 p.m.

  
Jamie Walburn  
City Clerk/Treasurer/

# City of Morristown

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Box 362

Morristown, MN 55052

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## MORRISTOWN CITY COUNCIL MINUTES

Special Meeting

January 19, 2015

Members Present: Mayor Rick Vollbrecht and Council Members Lisa Karsten, Stephanie Culhane, Scott Allen, and Ed Schmidtke

Members Absent: None

Others Present: Jamie Walburn – City Clerk, Troy Dahle, Bruce Velzke, Kristin Velzke, and Jack Schwichtenberg

The Special Meeting of the Morristown City Council was called to order on Monday, January 19, 2015 at 6:00 p.m. in the Council Chambers at 402 Division Street South by Mayor Rick Vollbrecht.

Motion by Scott Allen, seconded by Stephanie Culhane and carried unanimously to adopt Resolution 2015-1 "A RESOLUTION TO CONDITIONALLY APPROVE BID"

Call to vote: Karsten: yes, Culhane: yes, Allen: yes, Schmidtke: yes, Vollbrecht: yes  
Resolution passed

Motion by Scott Allen, seconded by Ed Schmidtke and carried unanimously to approve the contract from Two Lake Design for the website. Jamie Walburn, City Clerk, will be the main contact for the City on this project. Scott Allen and Ed Schmidtke volunteered to help with this project as well.

Motion by Ed Schmidtke, seconded by Scott Allen and carried unanimously to approve the transfer of phone service from T-Mobile to Verizon Wireless.

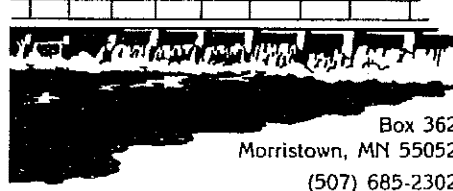
Motion by Ed Schmidtke, seconded by Stephanie Culhane and carried unanimously to adjourn. The meeting adjourned at 6:15 p.m.

Jamie Walburn  
City Clerk/Treasurer

# City of Morristown

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## MORRISTOWN CITY COUNCIL MINUTES

Regular Meeting

February 2, 2015

Members Present: Mayor Rick Vollbrecht and Council Members Lisa Karsten, Scott Allen, and Ed Schmidtke

Members Absent: Stephanie Culhane

Others Present: Jamie Walburn, City Clerk/Treasurer, Mark Rahrick-City Attorney, Tim Minske, Troy Dahle, Margaret Butler, Jack Schwichtenberg, Rich Revering – City Engineer, Pat Kaderlik, Dave Osborne – Police Chief, Steve Nordmeier, Chad Snyder, Mike Schumacher, Mark Morris, and Adam Uittenbogaard.

A regular meeting of the Morristown City Council was called to order on Monday, February 2, 2015 at 7:00 p.m. in the Council Chambers at 402 Division Street South by Mayor Rick Vollbrecht.

The Pledge of Allegiance was recited.

Items added to Old Business: C. Sidewalks. Rick Vollbrecht would like to pull the EDA report. Ed Schmidtke seconded by Scott Allen and carried unanimously to approve the Agenda and Consent Agenda with the additions and corrections.

Steve Nordmeier stated Alyssa Weber has resigned from the EDA. The City Clerk will post on the website that a volunteer is needed to fill the position.

Motion by Ed Schmidtke, seconded by Scott Allen and carried unanimously to approve the EDA report.

Comments or suggestions from Citizens Present:

Mike Schumacher stated his utility billing from December 2014 and January 2015 is higher than normal. The council asked that he check his bathrooms and also water softener to see if they are using too much water. Tim Minske stated he has an appointment with Mike to install a new water meter.

Motion by Ed Schmidtke, seconded by Scott Allen to adjust his water usage to 5,000 gallons for each month. Call to Vote: Vollbrecht: yes, Schmidtke: yes, Allen: yes, Karsten: abstain

Unfinished Business:

Motion by Ed Schmidtke, seconded by Scott Allen and carried unanimously to adopt 2015-2 "Resolution to Waive Compliance with Morristown Code Section 151.046: Roll Call vote: Karsten: yes, Allen: yes, Schmidtke: yes, Vollbrecht: yes Resolution Passed

Motion by Ed Schmidtke, seconded by Scott Allen and carried unanimously to adopt Resolution 2015-3 "Resolution Approving the Issuance of General Obligation Bonds, Series 2015A" with the change of Administrator to City Clerk. Call to Vote: Karsten: yes, Allen: yes, Schmidtke: yes, Vollbrecht: yes Resolution passed

Mayor Rick Vollbrecht will call a Special Meeting on Monday, February 9, 2015 at 6pm to award the bidding for the fire hall.

Motion by Rick Vollbrecht, seconded by Scott Allen and carried unanimously to approve Chief Osborne to do back ground checks on the Police Officer applicant.

Motion by Rick Vollbrecht, seconded by Scott Allen and carried unanimously to adopt Resolution 2015-4 "Resolution Authorizing Advertisement for Bids" Roll Call Vote: Karsten: yes, Allen: yes, Schmidtke: yes, Vollbrecht: yes Resolution passed  
The City Council would like to note this sidewalk project should be done between June 1<sup>st</sup> and September 1<sup>st</sup>, 2015.

New Business:

Motion by Ed Schmidtke, seconded by Lisa Karsten and carried unanimously to approve the Business License for Nu Horizons of Southern MN.

Motion by Ed Schmidtke, seconded by Scott Allen and carried unanimously to approve Emily Ganzel to complete the evaluation on the Morristown Mill and Millrace for Inclusion in the National Register of Historic Places.

Motion by Lisa Karsten, seconded by Ed Schmidtke and carried unanimously to authorize Jamie Walburn, City Clerk, to sign the contract with Emily Ganzel.

Motion by Ed Schmidtke, seconded by Lisa Karsten and carried unanimously to waive the Community Center Fee for the Business Expo, March 10th from 3-7pm.

Motion by Ed Schmidtke, seconded by Scott Allen and carried unanimously to approve the Dam Days Celebration for May 29 – 31<sup>st</sup>, 2015.

Chad Snyder discussed the Administrative Fines to address 508 Sidney St W. No Action was taken by the council.

Motion by Ed Schmidtke, seconded by Scott Allen and carried unanimously to change council meetings from August 3<sup>rd</sup> to August 10<sup>th</sup> and September 8<sup>th</sup> to September 14<sup>th</sup>, 2015.

Motion by Ed Schmidtke, seconded by Scott Allen and carried unanimously to approve Jamie Walburn, City Clerk, to attend the MCFOA Conference March 18-20, 2015 and Clerks Institute – 2<sup>nd</sup> Year of Certification May 4-8, 2015.

Motion by Rick Vollbrecht, seconded by Ed Schmidtke and carried unanimously to approve Tim Minske, Maintenance, to attend the Wastewater Operations Conference March 25-27, 2015 and to take the Class B License Exam.

Motion by Scott Allen, seconded by Ed Schmidtke and carried unanimously to remove Scott Allen as an appointment for Commercial Club and replace with Lisa Karsten.

Motion by Rick Vollbrecht, seconded by Ed Schmidtke and carried unanimously to approve the Vacation/Comp/Sick Time Slips for employees minus the City Clerk/Administrator signatures.

There was discussion on whether city cell phones can be used for personal use. Motion by Lisa Karsten, seconded by Scott Allen and carried unanimously to charge the employee 30% of the bill for that line.

Motion by Scott Allen, seconded by Rick Vollbrecht and carried unanimously to order patches that state "City of Morristown" for all clothing issued to employees.

Motion by Scott Allen, seconded by Ed Schmidtke and carried unanimously to authorize payment of \$2,740.00 to Suemnick's Final Cut Tree Service.

There was discussion about Impound Lot Issues. No action was taken.

There was discussion about cars parked on sidewalk.

Tim Minske and Jamie Walburn wanted clarification as to what forms we need filled out to make sure the City has record to sump pump inspection. They stated to look at MN Rural Water website and see if they have a form for this.



There was discussion in regards to the lights on Hwy 60. The City Clerk will contact MN DOT in regards to the lights. This issue was tabled.

Motion by Ed Schmidtke, seconded by Scott Allen and carried unanimously to approve the January 16, 2015 claims totaling \$27,701.03 from the General Fund, \$86,002.08 from the Fire Department Fund, \$158.36 from the Water Fund, and \$1,629.24 from the Wastewater Fund; the February 2, 2015 claims totaling \$17,560.40 from the General Fund, \$1,619.92 from the Fire Department Fund, \$592.63 from the Water Fund, and \$1,397.40 from the Wastewater Fund; the February 2, 2015 late claims totaling \$2,169.60 from the General Fund, \$266.65 from the Fire Dept. Fund, \$1,419.39 from the Water Fund, and \$1,204.38 from the Wastewater Fund.

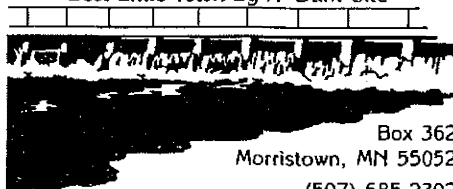
Motion by Ed Schmidtke, seconded by Scott Allen and carried unanimously to adjourn. The meeting adjourned at 8:40 p.m.

Jamie Walburn  
City Clerk/Treasurer

# City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

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

## MORRISTOWN CITY COUNCIL MINUTES Special Meeting February 9, 2015

Members Present: Mayor Rick Vollbrecht and Council Members Lisa Karsten, Stephanie Culhane, Scott Allen, and Ed Schmidtke

Members Absent: None

Others Present: Jamie Walburn – City Clerk, Brenda Dahle, Kari Uittenbogaard, Mike O'Rourke, Steve Nordmeier, Ryan Culhane, Tim Boese, Dennis Merritt, Keith Saemrow, Matt Rossow, Kyle Morris, Mike Ahlman, Larry Dahle, John Chmelik, Justin Duncan, Bruce Morris, Eric Hughes, Terry Meshke, and Jack Schwichtenberg

The Special Meeting of the Morristown City Council was called to order on Monday, February 9, 2015 at 6:00 p.m. in the Council Chambers at 402 Division Street South by Mayor Rick Vollbrecht.

Motion by Ed Schmidtke, seconded by Scott Allen and carried unanimously to waive the Water Access Fees, Water Hookup Fees, Sewer Access Fees, Sewer Hookup Fees, and Building Permit Fee for the Fire Hall.

Motion by Stephanie Culhane, seconded by Scott Allen and carried unanimously to award the precast bid to Wells Concrete.

Motion by Lisa Karsten, seconded by Scott Allen and carried unanimously to award the fire hall bid to Brennan Companies.

The Mayor would like to close the meeting for the discussion of employee evaluation/disciplinary action. The employee would like to keep it an open meeting.

There was discussion in regards to the actions on July 3, 2014. Motion by Lisa Karsten, seconded by Ed Schmidtke and carried unanimously to document all sides of the story and put in a separate file.

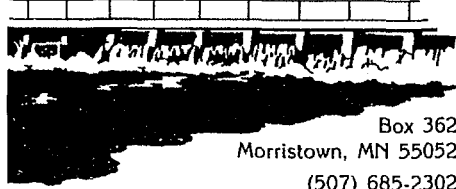
Motion by Ed Schmidtke, seconded by Lisa Karsten and carried unanimously to adjourn. The meeting adjourned at 7:00 p.m.

Jamie Walburn  
City Clerk/Treasurer

# City of Morristown

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## MORRISTOWN CITY COUNCIL MINUTES

Regular Meeting

March 2, 2015

Members Present: Mayor Rick Vollbrecht and Council Members Lisa Karsten, Scott Allen, Stephanie Culhane and Ed Schmidtke

Members Absent: none

Others Present: Jamie Walburn, City Clerk/Treasurer, Mark Rahrick-City Attorney, Tim Minske, Eric Hughes, Troy Dahle, Margaret Butler, Jack Schwichtenberg, Rich Revering – City Engineer, Pat Kaderlik, Dave Osborne – Police Chief, Bruce Morris, Tammy Omdal – Northland Securities, Kristi Helget – Abdo, Eick, and Meyers, and Adam Uittenbogaard.

A regular meeting of the Morristown City Council was called to order on Monday, March 2, 2015 at 7:00 p.m. in the Council Chambers at 402 Division Street South by Mayor Rick Vollbrecht.

The Pledge of Allegiance was recited.

Items added to New Business: H. Gregor Utility Billing Corrections: Consent Agenda: Minutes Change February 16<sup>th</sup> to 9<sup>th</sup>. Item 10 should be April 6<sup>th</sup> as the next meeting. Motion by Ed Schmidtke seconded by Stephanie Culhane and carried unanimously to approve the Agenda with the additions and corrections.

The City Council would like to discuss New Business Items H. Gregors Utility Billing and A. Abdo Eick and Meyers 2014 Audit.

Derrick Gregor stated his utility bill for the month of January was extremely high. Tim Minske and Eric Hughes changed out his water meters. Motion by Rick Vollbrecht, seconded by Ed Schmidtke and carried unanimously to decrease his water bill to 3,000 gallons used.

Kristi Helget was here from Abdo, Eick, and Meyers to discuss the 2014 Audit. Motion by Ed Schmidtke, seconded by Lisa Karsten and carried unanimously to approve the 2014 audit.

Motion by Lisa Karsten, seconded by Ed Schmidtke and carried unanimously to approve the consent agenda as printed.

Comments and Suggestions from Citizens present:

none

Unfinished Business:

Motion by Ed Schmidtke, seconded by Rick Vollbrecht and carried unanimously to approve the rezoning of the Fire Hall land from Agricultural to Highway Commercial.

Motion by Stephanie Culhane, seconded by Ed Schmidtke and carried unanimously to adopt 2015-6 "Resolution to Award the Sale of \$1,100,000 General Obligation Bonds, Series 2015A" Roll Call vote: Karsten: yes, Allen: absent at time of vote, Schmidtke: yes, Vollbrecht: yes Resolution Passed

Troy Dahle gave an update on the Fire Hall.

Chief Osborne gave an update on the hiring of another part time police officer.

Rick Vollbrecht gave an update on the lights on Highway 60.

Motion by Ed Schmidtke, seconded by Scott Allen and carried unanimously to adopt Resolution 2015-7 "Resolution Approving the Bid for Sidewalks". Call to Vote: Karsten: yes, Allen: yes, Culhane: yes, Schmidtke: yes, Vollbrecht: yes Resolution passed

Rick Vollbrecht wanted to clarify he would like Scott Allen to be in charge of the Community Center. Motion by Stephanie Culhane, seconded by Ed Schmidtke and carried unanimously to approve the Committee Appointment to Scott Allen and have Lisa Karsten and Stephanie Culhane as the appointments for the Commercial Club.

Motion by Lisa Karsten, seconded by Ed Schmidtke and carried unanimously to approve the cell phones for the maintenance department to be exempt as an employee fringe benefit due to emergency calls that may arise after hours.

Motion by Ed Schmidtke, seconded by Scott Allen and carried unanimously to have the clothing of the maintenance be paid out to the employees as a fringe benefit at the beginning of every year.

New Business:

Motion by Rick Vollbrecht, seconded by Scott Allen and carried unanimously to adopt Resolution 2015-5 "Resolution Transferring Cash Between Funds". Call to Vote: Karsten: yes, Allen: yes, Culhane: yes, Schmidtke: yes, Vollbrecht: yes Resolution passed

Rick Vollbrecht would like to call a Work Session for Monday, March 16<sup>th</sup>, 2015 at 7pm to discuss utility rate increases.

Motion by Stephanie Culhane, seconded by Scott Allen and carried unanimously to approve the Business Directory letter with corrections.

Motion by Stephanie Culhane, seconded by Scott Allen and carried unanimously to approve skywarn to purchase Ipads and Tim Flatten's schooling for up to \$4,000. It was mentioned Tim Flatten will reimburse the city for the school.

Motion by Stephanie Culhane, seconded by Scott Allen and carried unanimously to approve open burning for April 15<sup>th</sup> to May 15<sup>th</sup>, 2015 from 6pm to 12pm (noon next day).

There was discussion about our Animal Housing. This issue was tabled until the March 16<sup>th</sup> Work Session.

Jamie Walburn, Troy Dahle, and Tim Minske updated the council on the FEMA and State money given to the city for the flood damages from Spring – Summer 2014. Jamie stated the combined awarded amount was \$82,378.94. Motion by Stephanie Culhane, seconded by Ed Schmidtke and carried unanimously to approve the repair work up to the amount of \$82,378.94. It was mentioned if the cost is greater than the approve amount it must be brought up to the council for approval

Motion by Ed Schmidtke, seconded by Scott Allen and carried unanimously to approve the February 17, 2015 claims totaling \$5,346.50 from the General Fund, \$2,302.42 from the Fire Department Fund, \$6,924.58 from the Water Fund, \$1,604.33 from the Wastewater Fund, and \$4,183.22 from the Wastewater Fund; the March 2, 2015 claims totaling \$3,265.60 from the General Fund, and \$367.25 from the Wastewater Fund; the March 2, 2015 late claims totaling \$4,033.66 from the General Fund, \$594.03 from the Fire Department Fund, \$653.48 from the Water Fund, and \$2,388.51 from the Wastewater Fund.

The Mayor closed the meeting for an Employee Evaluation. 8:20pm

Motion by Lisa Karsten, seconded by Ed Schmidtke and carried unanimously to open the meeting.

Motion by Lisa Karsten, seconded by Stephanie Culhane and carried unanimously to increase Eric Hughes wage by 50 cents at his 6 month date of 3/29/2015.

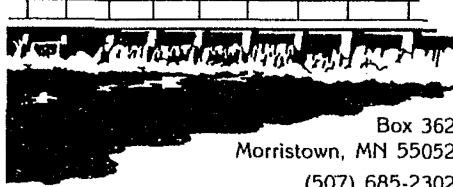
Motion by Ed Schmidtke, seconded by Lisa Karsten and carried unanimously to adjourn. The meeting adjourned at 9:10 p.m.

Jamie Walburn  
City Clerk/Treasurer

# City of Morristown

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## MORRISTOWN CITY COUNCIL MINUTES

Work Session

March 16, 2015

Members Present: Mayor Rick Vollbrecht and Council Members Lisa Karsten, Stephanie Culhane, Scott Allen, and Ed Schmidtke

Members Absent: None

Others Present: Jamie Walburn – City Clerk,

The Work Session of the Morristown City Council was called to order on Monday, March 16, 2015 at 7:00 p.m. in the Council Chambers at 402 Division Street South by Mayor Rick Vollbrecht.

There was discussion on Animal Housing.

There was discussion on utility rate increases on Water and Wastewater funds.

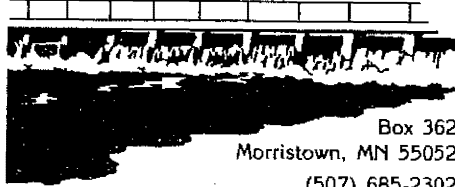
Motion by Ed Schmidtke, seconded by Scott Allen and carried unanimously to adjourn. The meeting adjourned at 7:40 p.m.

Jamie Walburn  
City Clerk/Treasurer

# City of Morristown

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## MORRISTOWN CITY COUNCIL MINUTES

Regular Meeting

April 6, 2015

Members Present: Mayor Rick Vollbrecht and Council Members Lisa Karsten, Stephanie Culhane and Ed Schmidtke

Members Absent: Scott Allen

Others Present: Jamie Walburn, City Clerk/Treasurer, Mark Rahrlick-City Attorney, Tim Minske, Troy Dahle, Margaret Butler, Jack Schwichtenberg, Rich Revering – City Engineer, Pat Kaderlik, Dave Osborne – Police Chief, Steve Nordmeier, Kurt Wolf, and Adam Uittenbogaard.

A regular meeting of the Morristown City Council was called to order on Monday, April 6, 2015 at 7:00 p.m. in the Council Chambers at 402 Division Street South by Mayor Rick Vollbrecht.

The Pledge of Allegiance was recited.

Items removed from New Business: J. Mill – Hole in the drive way. Motion by Stephanie Culhane seconded by Ed Schmidtke and carried unanimously to approve the Agenda with corrections.

The council would like to pull the EDA and Maintenance Report from the Consent Agenda. Motion by Stephanie Culhane, seconded by Ed Schmidtke and carried unanimously to approve the consent agenda minus EDA and Maintenance Report.

Tim Minske stated he received a fence quote for an impound lot for the police department. This issue was put on the May 2015 agenda. Motion by Lisa Karsten, seconded by Ed Schmidtke and carried unanimously to approve the Maintenance Report.



Steve Nordmeier stated the EDA recommends Kurt Wolf for the vacant EDA position. Motion by Ed Schmidtke, seconded by Lisa Karsten and carried unanimously to approve Kurt Wolf to fill the vacant volunteer EDA position.

Motion by Lisa Karsten, seconded by Ed Schmidtke and carried unanimously to approve the EDA report.

Comments and Suggestions from Citizens present:

Danny Morris stated the township had their annual recycling day and was wondering if the city would like to be included in this for next year.

Unfinished Business:

Motion by Stephanie Culhane, seconded by Ed Schmidtke and carried unanimously to adopt Resolution 2015-10 "Transferring Funds". Roll Call Vote: Karsten: yes, Culhane: yes, Schmidtke: yes, Vollbrecht: yes. Resolution Passed

Jamie Walburn, City Clerk, stated the contract between the city and Brennan Construction has been read through by the City Attorney. Motion by Stephanie Culhane, seconded by Lisa Karsten and carried unanimously to authorize Jamie to sign the agreement.

Motion by Lisa Karsten, seconded by Ed Schmidtke and carried unanimously to authorize Chief Osborne to offer the part time police position to the applicant pending medical check.

Lights on highway 60 was tabled until next month.

New Business:

Motion by Ed Schmidtke, seconded by Lisa Karsten and carried unanimously to approve the closing of 2<sup>nd</sup> St for River's Edge Art Show during Dam Days.

Motion by Stephanie Culhane, seconded by Lisa Karsten and carried unanimously to authorize Jamie Walburn to purchase candy, \$250.00 limit, for the Dam Days and 4<sup>th</sup> of July parade.

Motion by Ed Schmidtke, seconded by Lisa Karsten and carried unanimously to approve moving Commercial Club Liquor License to the Beer Gardens and the park for Dam Days.

Motion by Stephanie Culhane, seconded by Lisa Karsten and carried unanimously to approve the Dog Clinic for April 25, 2015 from 1-3pm at the Fire Hall.

Troy Dahle updated the council on the access road for Don Olson that will be located at the end of 2<sup>nd</sup> St SW. Jamie Walburn stated the encroachment agreement has not been signed by Don Olson. The city council would like to see an engineer's design of the access driveway before it is started. This issue was tabled.

Motion by Ed Schmidtke, seconded by Stephanie Culhane and carried unanimously to approve Rick Vollbrecht to attend the Mayor's Conference on April 24<sup>th</sup> and 25<sup>th</sup> with hotel room.

Motion by Stephanie Culhane, seconded by Ed Schmidtke and carried unanimously to approve the new Liquor License for Old Town Tavern and waive the fee from 3/1/2015 to 6/30/2015.

Rick Vollbrecht stated the Baseball Association would like to put in permanent bathrooms at Babe Nordmeier Field. This issue was tabled until next month.

Motion by Ed Schmidtke, seconded by Lisa Karsten and carried unanimously to adopt Ordinance 2015-3 "Master Fee Schedule Amendment". Roll Call Vote: Karsten: yes, Culhane: yes, Schmidtke: yes, Vollbrecht: yes. Ordinance Passed

Motion by Lisa Karsten, seconded by Stephanie Culhane and carried unanimously to authorize the Commercial Club to clean up the back of the council room.

Motion by Stephanie Culhane, seconded by Ed Schmidtke and carried unanimously to purchase a new computer for the back room if our other computer within city hall will not work.

Jamie Walburn stated she received a quote for new council room chairs. Lisa Karsten stated she would like to check other places before purchasing chairs. Motion by Ed Schmidtke, seconded by Stephanie Culhane and carried unanimously to purchase 6 chairs for the council room up to \$265.00 per chair.

Motion by Ed Schmidtke, seconded by Lisa Karsten and carried unanimously to adopt Resolution 2015-8 "Supporting Dedicated State Funding for City Streets" Roll Call Vote: Karsten: yes, Culhane: yes, Schmidtke: yes, Vollbrecht: yes. Resolution Passed

Motion by Stephanie Culhane, seconded by Ed Schmidtke and carried unanimously to adopt Resolution 2015-9 "Support of Legislation Establishing an Early Voting Process for Voters in MN" Roll Call Vote: Karsten: yes, Culhane: yes, Schmidtke: yes, Vollbrecht: yes. Resolution Passed

Motion by Rick Vollbrecht, seconded by Ed Schmidtke and carried unanimously to accept quotes from Timm's Trucking for Snow Removal and Dahle Enterprises for Street Maintenance and Repair.

Acer Chromebook 13 purchases was tabled until next month.

There was discussion on the cutting of the trees south of town by the drainage ditch. Tim Minske and Troy Dahle explained why the trees were getting cut down. The issue of how to get rid of the trees and debris was tabled.

Motion by Ed Schmidtke, seconded by Lisa Karsten and carried unanimously to approve the March 17, 2015 claims totaling \$6,277.31 from the General Fund, \$5,000.00 from the Capital Projects Fund, \$1,062.60 from the Fire Department Fund, \$83.00 from the Water Fund, \$2,872.58 from the Wastewater Fund, and \$4,251.22 from the Wastewater Fund; the April 6, 2015 claims totaling \$10,833.82 from the General Fund, and \$671.45 from the Fire Department Fund, \$805.75 from the Capital Projects Fund, \$194.89 from the Water Fund, \$2,470.07 from the Wastewater Fund, and \$235.41 from the Refuse Fund; the April 6, 2015 late claims totaling \$3,604.35 from the General Fund, \$3,443.61 from the Fire Department Fund, \$134.68 from the Wastewater Fund, and \$4,183.22 from the Refuse Fund.

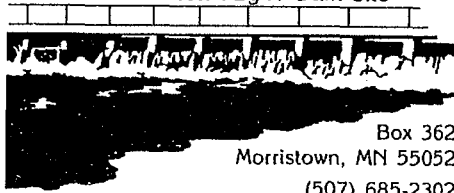
Motion by Ed Schmidtke, seconded by Stephanie Culhane and carried unanimously to adjourn. The meeting adjourned at 8:10 p.m.

Jamie Walburn  
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 MINUTES

Regular Meeting

May 4, 2015

Members Present: Mayor Rick Vollbrecht and Council Members Lisa Karsten, Stephanie Culhane, Scott Allen, and Ed Schmidtke

Members Absent: None

Others Present: Mark Rahrick-City Attorney, Tim Minske, Troy Dahle, Jack Schwichtenberg, Rich Revering – City Engineer, Pat Kaderlik, Steve Nordmeier, and Adam Uittenbogaard.

A regular meeting of the Morristown City Council was called to order on Monday, May 4, 2015 at 7:00 p.m. in the Council Chambers at 402 Division Street South by Mayor Rick Vollbrecht.

The Pledge of Allegiance was recited.

The council would like to pull the EDA from the Consent Agenda. It was noted there was no Skywarn Report. Motion by Ed Schmidtke, seconded by Lisa Karsten and carried unanimously to approve the consent agenda minus EDA Report.

Motown Munchkins were given \$700.00 to install a fence for the daycare. Letter was sent April 8<sup>th</sup> to install sign. It was reported that is no longer in business. Motion by Lisa Karsten, seconded by Ed Schmidtke and carried unanimously to have city attorney send a letter to have them return the money since they broke the contract to be in business for two years.

Motion by Stephanie Culhane, seconded by Scott Allen and carried unanimously to approve the EDA Report.

Comments and Suggestions from Citizens present:

Steve Nordmeier reported the resident next to Old Town Tavern is still running water in the alley. Rick Vollbrecht is going to talk to them. They must direct the water to the catch basin before May 22<sup>nd</sup>. Ordinance Violation.

Tim Minske stated the catch basin in the alley by Bevcomm was not installed properly or inspected. Tim is to get it fixed before Dam Days.

Troy Dahle stated one of the lights in the parking lot of the community center is leaning and needs to get fixed. No Action Taken

Unfinished Business:

Motion by Stephanie Culhane, seconded by Ed Schmidtke and carried unanimously to adopt Post Issuance Compliance Procedure and Policy for Bonds. Roll Call Vote: Karsten: yes, Culhane: yes, Allen: yes, Schmidtke: yes, Vollbrecht: yes. Motion Passed

Tim Minske has a key for the lights on Highway 60

Impound Lot will be discussed during budget time

Don Olson hasn't signed agreement. Drop the matter until Don provides an engineering diagram for culvert and driveway.

Motion by Scott Allen, seconded by Lisa Karsten and carried unanimously to approve \$5,000.00 from the Capital Outlay fund for bathrooms at Babe Nordmeier Field.

New Business:

Maintenance hours during Dam Days will stay the same. Department can volunteer but not required or expected to help with celebration.

Motion by Ed Schmidtke, seconded by Scott Allen and carried unanimously to approve the reduction of on-sale liquor license for the Commercial Club from \$1,750.00 to \$25.00 due to being a non-profit.

Joel Whitehurst, WEM Superintendent, and Wendy Atherton, School Board Member, presented information on the Bond Referendum for May 12, 2015

Motion by Ed Schmidtke, seconded by Scott Allen and carried unanimously to adopt Ordinance 2015-2 "AN ORDINANCE AMENDING SECTION 152.209 (C) OF THE MORRISTOWN CITY CODE"

Roll Call Vote: Karsten: yes, Culhane: yes, Allen: yes, Schmidtke: yes, Vollbrecht: yes.  
Ordinance Passed

Motion by Stephanie Culhane, seconded by Scott Allen and carried unanimously to adopt Ordinance 2015-4 "AN ORDINANCE AMENDING SECTION 152.005 AND CREATING SECTION 52.227 OF THE MORRISTOWN CITY CODE"

Roll Call Vote: Karsten: yes, Culhane: yes, Allen: yes, Schmidtke: yes, Vollbrecht: yes.  
Ordinance Passed

Motion by Stephanie Culhane, seconded by Lisa Karsten and carried unanimously to adopt Resolution 2015-11 "A RESOLUTION APPROVING PUBLICATION OF ORDINANCE BY TITLE AND SUMMARY"

Roll Call Vote: Karsten: yes, Culhane: yes, Allen: yes, Schmidtke: yes, Vollbrecht: yes.  
Resolution Passed

Motion by Lisa Karsten, seconded by Ed Schmidtke and carried unanimously to adopt Resolution 2015-12 "A RESOLUTION APPROVING PUBLICATION OF ORDINANCE BY TITLE AND SUMMARY"

Roll Call Vote: Karsten: yes, Culhane: yes, Allen: yes, Schmidtke: yes, Vollbrecht: yes.  
Resolution Passed

Motion by Lisa Karsten, seconded by Scott Allen and carried unanimously to adopt Resolution 2015-13 "A RESOLUTION APPROVING PUBLICATION OF ORDINANCE BY TITLE AND SUMMARY"

Roll Call Vote: Karsten: yes, Culhane: yes, Allen: yes, Schmidtke: yes, Vollbrecht: yes.  
Resolution Passed

Motion by Lisa Karsten, seconded by Ed Schmidtke and carried unanimously to approve the April 16, 2015 claims totaling \$8,755.44 from the General Fund, \$30,999.00 from the Capital Projects Fund, \$4,055.11 from the Fire Department Fund, \$18,783.44 from the Water Fund, and \$4,005.09 from the Wastewater Fund; the May 4, 2015 claims totaling \$5,532.25 from the General Fund, and \$952.98 from the Fire Department Fund, \$8,600.00 from the Debt Fund-Community Center, \$2,477.29 from the Water Fund, \$2,053.51 from the Wastewater Fund, and \$159.14 from the Refuse Fund.

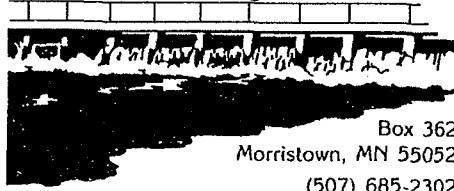
Motion by Ed Schmidtke, seconded by Stephanie Culhane and carried unanimously to adjourn. The meeting adjourned at 8:10 p.m.

Jamie Walburn  
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 MINUTES

Regular Meeting

June 1, 2015

Members Present: Mayor Rick Vollbrecht and Council Members Lisa Karsten, Stephanie Culhane, and Ed Schmidtke

Members Absent: Scott Allen

Others Present: Mark Rahrick-City Attorney, Tim Minske, Troy Dahle, Jack Schwichtenberg, Rich Revering – City Engineer, Dave Osborne – Police Chief, Mark Morris, Roland Moesler, Margaret Butler, Nicholas Martin, Loren Dahle, Jamie Walburn – City Clerk/Treasurer, and Adam Uittenbogaard.

A regular meeting of the Morristown City Council was called to order on Monday, June 1, 2015 at 7:00 p.m. in the Council Chambers at 402 Division Street South by Mayor Rick Vollbrecht.

The Pledge of Allegiance was recited.

Motion by Ed Schmidtke, seconded by Lisa Karsten and carried unanimously to approve the Agenda as printed.

The council would like to pull the Maintenance Report from the Consent Agenda. Motion by Stephanie Culhane, seconded by Lisa Karsten and carried unanimously to approve the consent agenda minus Maintenance Report.

There were some resident complaints in regards to the spraying of the weeds along the Sidney St E ditch. The council stated employees should watch the weather before they spray for weeds in the ditch. Motion by Lisa Karsten, seconded by Ed Schmidtke and carried unanimously to approve the Maintenance Report.

Comments and Suggestions from Citizens present:

Jamie Walburn, City Clerk, stated John and Terri Byers spent some time last week in the city park planting flowers and spreading mulch before Dam Days. The council appreciated their volunteered time to make the park look nice. City Clerk will send a thank you note to the residents.

Unfinished Business:

Troy Dahle updated the council on the fire hall. Groundbreaking Ceremony will be Tuesday June 23<sup>rd</sup> at 6pm at the fire hall site. Jamie, City Clerk, will inform the papers and will post announcement to the public at MorrisMart, Post Office, and the website. The Mayor has called for a Work Session on Tuesday June 23, 2015 at 6pm.

Motion by Rick Vollbrecht seconded by Stephanie Culhane and carried unanimously to name Jim Warnemunde, Faribo Insurance Agency, as the agent of record for the city.

Motion by Ed Schmidtke seconded by Lisa Karsten and carried unanimously to approve the statutory limit form to not waive the limit.

Motion by Ed Schmidtke seconded by Stephanie Culhane to approve all liquor, gaming, and cigarette licenses as listed. Call to Vote: Karsten: no, Culhane: yes, Schmidtke: yes, Vollbrecht: yes Motion Passed

Motion by Ed Schmidtke seconded by Lisa Karsten and carried unanimously to approve the sale of the forfeit vehicle with a \$12,500.00 reserve. The process will be done by sealed bid with 10% down payment with the bid. Bidding will be accepted until Monday July 6<sup>th</sup> at 5pm.

Mayor Vollbrecht called a Special Meeting on Thursday July 16, 2015 at 6pm for Employee evaluations.

Sprinkler System Inspection was tabled until next month.

Motion by Lisa Karsten seconded by Ed Schmidtke and carried unanimously to approve \$1,911.91 for new street signs.

Motion by Lisa Karsten seconded by Rick Vollbrecht and carried unanimously to adopt Resolution 2014-14 PERA for Officer Sean Smullen. Roll Call Vote: Karsten: yes, Culhane: yes, Schmidtke: yes, Vollbrecht: yes Resolution passed



There was discussion as to whether the city needs a cat ordinance. Motion by Lisa Karsten, seconded by Ed Schmidtke and carried unanimously to have Jamie, City Clerk, work with Mark Rahrck, City Attorney, to create a cat ordinance that pertains to licensing, running at large, feeding feral cats, and vaccinations. This issue was tabled until next month.

Motion by Ed Schmidtke, seconded by Lisa Karsten and carried unanimously to approve the May 18, 2015 claims totaling \$5,207.11 from the General Fund, \$340.00 from the Capital Projects Fund, \$380.65 from the Fire Department Fund, \$373.99 from the Water Fund, \$2,499.56 from the Wastewater Fund, and \$4,307.03 from the Refuse Fund; the June 1, 2015 claims totaling \$6,768.93 from the General Fund, and \$812.63 from the Fire Department Fund, and \$3,954.28 from the Water Fund, \$8,857.11 from the Wastewater Fund, and \$156.94 from the Refuse Fund; June 1, 2015 late claims totaling \$3,176.16 from the General Fund, \$310.84 from the Fire Department Fund, \$3.22 from the Water Fund, and \$84.45 from the Wastewater Fund.

Motion by Lisa Karsten, seconded by Stephanie Culhane and carried unanimously to adjourn. The meeting adjourned at 8:05 p.m.

Jamie Walburn  
City Clerk/Treasurer

MORRISTOWN CITY COUNCIL MINUTES  
Regular Meeting  
July 6, 2015

Members Present: Mayor Rick Vollbrecht and Council Members Lisa Karsten, Scott Allen, and Ed Schmidtke

Members Absent: Stephanie Culhane

Others Present: Mark Rahrick-City Attorney, Tim Minske, Troy Dahle, Jack Schwichtenberg, Rich Revering – City Engineer, Dave Osborne – Police Chief, Mark Morris, Steve Nordmeier, Al Roth – AT Group, Mike O'Rourke, Pat Kaderlik, Margaret Butler, Nicholis Martin, Jamie Walburn – City Clerk/Treasurer, and Adam Uittenbogaard.

A regular meeting of the Morristown City Council was called to order on Monday, July 6, 2015 at 7:00 p.m. in the Council Chambers at 402 Division Street South by Mayor Rick Vollbrecht.

The Pledge of Allegiance was recited.

Rick Vollbrecht would like to move New Business Item A and B in front of the Consent Agenda. Motion by Rick Vollbrecht, seconded by Ed Schmidtke and carried unanimously to approve the Agenda with the corrections.

Benefits for Full Time Employees was discussed. Al Roth from AT Group discussed our group plan and also the new changes in H.S.A. regulations. Motion by Lisa Karsten, seconded by Ed Schmidtke and carried unanimously to discontinue H.S.A. contributions to full time employees that do not participate in our Health Insurance Plan and give them \$126.00 of taxable wages on their paystub.

The Bevcomm franchise agreement was discussed. Motion by Ed Schmidtke, seconded by Scott Allen and carried unanimously to go ahead with the ordinance process.

Morristown City Council Minutes  
July 6, 2015  
Page 2

Rick Vollbrecht would like to pull the June Maintenance Report from the Consent Agenda. Motion by Ed Schmidtke, seconded by Scott Allen and carried unanimously to approve the consent agenda minus June Maintenance Report.

Rick Vollbrecht and Ed Schmidtke stated they had some issues with the report and they were discussed. Motion by Lisa Karsten, seconded by Scott Allen to approve the June Maintenance Report as printed. Call to Vote: Karsten: yes, Allen: yes, Schmidtke: no, Vollbrecht: no Motion failed.

Comments and Suggestions from Citizens present:

None

Unfinished Business:

Troy Dahle updated the council on the fire hall. Also hours for construction on the weekends will be 7-12 with heavy equipment and off the site by 3pm

Motion by Lisa Karsten seconded by Scott Allen and carried unanimously to return the forfeited vehicle to the lien holder.

Motion by Rick Vollbrecht seconded by Scott Allen and carried unanimously to approve the sprinkler inspection for \$170.00.

The Cat Ordinance was discussed. Scott Allen and Jamie Walburn will work on this. This issue was tabled until next month.

New Business:

Motion by Rick Vollbrecht, seconded by Scott Allen and carried unanimously to approve the changing of the locks at the Community Center/City Hall.

Rick Vollbrecht called a Work Session to work on the 2016 Budget for Monday August 24, 2015 at 6pm.

National Night Out will be Tuesday August 4, 2015 from 6-8pm.

Motion by Rick Vollbrecht, seconded by Scott Allen and carried unanimously to approve the purchase of paint for the mill.

Scott Allen and Rick Vollbrecht volunteered to go with Tim Minske to take a look at the snow plow truck in Wisconsin. Ed Schmidtke will go if Scott Allen cannot. Motion by Ed Schmidtke, seconded by Scott Allen and carried unanimously to approve the purchase of up to \$65,000.00 for the truck if it looks good.

Tim Minske stated the water main going into the Mobile Home Park is still leaking pretty bad and needs to be fixed as soon as possible. Motion by Scott Allen, seconded by Ed Schmidtke and carried unanimously to have City Attorney send a letter to the owners of the Mobile Home Park.

Motion by Ed Schmidtke, seconded by Scott Allen and carried unanimously to approve the June 17, 2015 claims totaling \$7,644.25 from the General Fund, \$26,329.73 from the Capital Projects Fund, \$250.81 from the Fire Department Fund, \$601.45 from the Water Fund, \$3,184.27 from the Wastewater Fund, and \$4,939.90 from the Refuse Fund; the July 6, 2015 claims totaling \$5,451.91 from the General Fund, and \$1,121.68 from the Fire Department Fund, and \$1,513.07 from the Water Fund, \$6,851.63 from the Wastewater Fund, and \$583.27 from the Refuse Fund; July 6, 2015 late claims totaling \$716.16 from the General Fund, \$327.99 from the Water Fund, \$1,167.99 from the Wastewater Fund, and \$4,231.23 from the Refuse Fund.

Motion by Ed Schmidtke, seconded by Scott Allen and carried unanimously to adjourn. The meeting adjourned at 8:30 p.m.

Jamie Walburn  
City Clerk/Treasurer

MORRISTOWN CITY COUNCIL MINUTES  
Special Meeting  
July 16, 2015

Members Present: Mayor Rick Vollbrecht, Council Members Scott Allen and Ed Schmidtke

Members Absent: Lisa Karsten and Stephanie Culhane

Others Present: Jamie Walburn, Tim Minske, Dave Osborne, and Eric Hughes

The Special Meeting of the Morristown City Council was called to order on Thursday, July 16, 2015 at 6:00 p.m. at the Community Center located at 402 Division Street South by Mayor Rick Vollbrecht.

Rick Vollbrecht will now close the meeting to discuss employee evaluations on Tim Minske, Eric Hughes, Dave Osborne, and Jamie Walburn

Motion by Scott Allen, seconded by Ed Schmidtke and carried unanimously to open the meeting.

Motion by Rick Vollbrecht, seconded by Scott Allen and carried unanimously to adjourn. The meeting adjourned at 8:30 p.m.

Jamie Walburn  
City Clerk/Treasurer

MORRISTOWN CITY COUNCIL MINUTES  
Regular Meeting  
August 10, 2015

Members Present: Mayor Rick Vollbrecht and Council Members Lisa Karsten, Scott Allen, and Ed Schmidtke

Members Absent: Stephanie Culhane

Others Present: Mark Rahrick-City Attorney, Troy Dahle, Jack Schwichtenberg, Rich Revering – City Engineer, Mark Morris, Leon Gregor, Nicholis Martin, and Jamie Walburn – City Clerk/Treasurer.

A regular meeting of the Morristown City Council was called to order on Monday, August 10, 2015 at 7:00 p.m. in the Council Chambers at 402 Division Street South by Mayor Rick Vollbrecht.

The Pledge of Allegiance was recited.

Lisa Karsten would like to add Letter to Governor's Fishing Opener to New Business Item H. Motion by Scott Allen, seconded by Ed Schmidtke and carried unanimously to approve the Agenda with additions.

Rick Vollbrecht would like to pull the July Maintenance Report from the Consent Agenda. Troy Dahle would like to pull the Fire Department Report. The minutes from the July 16, 2015 needs to be amended. Instead of "Motion by Scott Allen, seconded by Ed Schmidtke and carried unanimously to adjourn: should be "Motion by Scott Allen, seconded by Ed Schmidtke and carried unanimously to open the meeting. Motion by Ed Schmidtke, seconded by Scott Allen and carried unanimously to approve the consent agenda minus July Maintenance Report and Fire Department Report.

Troy Dahle discussed the purchasing of ready rack, landscape, letters and pass system for \$20,000.00 The money will come from the Fire Relief Association. Motion by Scott Allen, seconded by Ed Schmidtke and carried unanimously to approve the Fire Department Report.

Morristown City Council Minutes  
August 10, 2015  
Page 2

There was some discussion as to the maintenance report. Rick Vollbrecht would like to call a Special Meeting for Friday August 14, 2015 at 9 am for possible disciplinary action. Motion by Ed Schmidtke, seconded by Lisa Karsten and carried unanimously to approve the Maintenance Report.

Comments and Suggestions from Citizens present:

Jack Schwichtenberg stated since MorrisMart will be closed the week of August 17 – 21 and was wondering if the community center can be opened at 5:30am for early coffee drinkers. The council didn't think this was a problem.

Unfinished Business:

Troy Dahle and Jamie Walburn updated the council on the fire hall.

The Cat ordinance was discussed and tabled until next month.

Motion by Ed Schmidtke seconded by Scott Allen and carried unanimously to adopt Ordinance 2015-7 "An Ordinance Amending Section 91.99 of the Morristown City Code". Call to Vote: Karsten: yes, Allen: yes, Schmidtke: yes, Vollbrecht: yes.  
Ordinance Passed

Motion by Ed Schmidtke seconded by Scott Allen and carried unanimously to adopt Ordinance 2015-8 "An Ordinance Amending Section 91.02 of the Morristown City Code". Call to Vote: Karsten: yes, Allen: yes, Schmidtke: yes, Vollbrecht: yes.  
Ordinance Passed

Motion by Ed Schmidtke seconded by Scott Allen and carried unanimously to adopt Resolution 2015-17 "A Resolution Approving Publication of Ordinance By Title and Summary". Call to Vote: Karsten: yes, Allen: yes, Schmidtke: yes, Vollbrecht: yes.  
Resolution Passed

Motion by Ed Schmidtke seconded by Scott Allen and carried unanimously to adopt Resolution 2015-18 "A Resolution Approving Publication of Ordinance By Title and Summary". Call to Vote: Karsten: yes, Allen: yes, Schmidtke: yes, Vollbrecht: yes.  
Resolution Passed

Benefits for Full Time Employees was tabled until next month.

Snow Plow Truck was tabled until next month.

Motion by Rick Vollbrecht seconded by Scott Allen and carried unanimously to approve the sprinkler inspection for \$170.00.

Water Issue – Mobile Home Park was tabled until next month.

Motion by Ed Schmidtke seconded by Scott Allen and carried unanimously to adopt Ordinance 2015-5 “AN ORDINANCE GRANTING A FRANCHISE TO BEVCOMM, INC. D/B/A BEVCOMM TO CONSTRUCT AND MAINTAIN A CABLE TELEVISION SYSTEM IN MORRISTOWN, MINNESOTA; SETTING FORTH CONDITIONS ACCOMPANYING THE GRANT OF THE FRANCHISE; PROVIDING FOR REGULATION AND USE OF THE SYSTEM; AND PRESCRIBING PENALTIES FOR THE VIOLATION OF ITS PROVISIONS”. Call to Vote: Karsten: yes, Allen: yes, Schmidtke: yes, Vollbrecht: yes. Ordinance Passed

Motion by Ed Schmidtke seconded by Scott Allen and carried unanimously to adopt Resolution 2015-15 “A Resolution Approving Publication of Ordinance by Title and Summary”. Call to Vote: Karsten: yes, Allen: yes, Schmidtke: yes, Vollbrecht: yes. Resolution Passed

New Business:

Leon Gregor discussed the Firefighters Relief Association Audit. Jamie Walburn will check with the auditors to see about raising the firefighters retirement pay.

Employee Evaluations Findings – Raises was tabled until next month.

Motion by Ed Schmidtke, seconded by Scott Allen and carried unanimously to approve the Dark House Association Gambling License.

Ordinance 2015-9 Garbage Container Ordinance was tabled until next month.

Street Maintenance was tabled until next month.

Motion by Rick Vollbrecht, seconded by Scott Allen and carried unanimously to approve the payment of overtime on observed holiday hours worked.

Don Olson – 2<sup>nd</sup> St Access was tabled until August 24, 2015 meeting.

Lisa Karsten stated she drew up a letter in regards to having 2017 Governor’s Fishing Opener around this area. Rick Vollbrecht stated he would sign it.



Morristown City Council Minutes  
August 10, 2015  
Page 4

Motion by Ed Schmidtke, seconded by Scott Allen and carried unanimously to approve the July 17, 2015 claims totaling \$8,928.21 from the General Fund, \$3,389.91 from the Fire Department Fund, \$203.93 from the Water Fund, and \$38,096.45 from the Wastewater Fund; the August 10, 2015 claims totaling \$11,695.25 from the General Fund, \$268.43 from the Fire Department Fund, \$ 19,475.00 from the Debt Fund – Fire Hall, \$194,859.62 from the Capital Projects Fund – Fire Hall Fund, \$ 1,017.85 from Water Fund, \$1,833.87 from the Wastewater Fund, and \$145.01 from the Refuse Fund; August 10, 2015 late claims totaling \$1,510.68 from the General Fund, \$218.42 from Fire Department Fund, \$1,460.97 from the Water Fund, \$2,072.79 from the Wastewater Fund, and \$4,342.36 from the Refuse Fund.

Motion by Ed Schmidtke, seconded by Lisa Karsten and carried unanimously to adjourn. The meeting adjourned at 8:10 p.m.

Jamie Walburn  
City Clerk/Treasurer

MORRISTOWN CITY COUNCIL MINUTES  
Special Meeting  
August 14, 2015

Members Present: Mayor Rick Vollbrecht, Council Members, Lisa Karsten, Scott Allen and Ed Schmidtke

Members Absent: Stephanie Culhane

Others Present: Tim Minske, Roland Moesler, Virginia Schmidtke, Jack Schwichtenberg, and Troy Dahle

The Special Meeting of the Morristown City Council was called to order on Friday August 10, 2015 at 9:00 a.m. at the Community Center located at 402 Division Street South by Mayor Rick Vollbrecht.

Rick Vollbrecht called the meeting closed but Tim Minske stated he would like the meeting open.

The disciplinary action was discussed by the council.

Motion by Ed Schmidtke, seconded by Scott Allen to discipline the employee by 8 hours without pay, pay back fuel charge, and insert a written warning into the employee file. Call to vote: Karsten: no, Allen: yes, Schmidtke: yes, Vollbrecht: yes. Motion Passed

Motion by Lisa Karsten, seconded by Scott Allen and carried unanimously to approve the written warning before the employee signs it.

Rick Vollbrecht added approval of written warning to the August 24<sup>th</sup> Special Meeting.

Motion by Ed Schmidtke, seconded by Lisa Karsten and carried unanimously to adjourn. The meeting adjourned at 9:25 a.m.

Jamie Walburn  
City Clerk/Treasurer

MORRISTOWN CITY COUNCIL MINUTES  
Emergency Meeting  
August 14, 2015

Members Present: Mayor Rick Vollbrecht, Council Members, Lisa Karsten, Scott Allen and Ed Schmidtke

Members Absent: Stephanie Culhane

Others Present: Jamie Walburn – City Clerk, Virginia Schmidtke, Jack Schwichtenberg, and Mark Rahrck

The Emergency Meeting of the Morristown City Council was called to order on Friday August 10, 2015 at 9:30 a.m. at the Community Center located at 402 Division Street South by Mayor Rick Vollbrecht.

Motion by Lisa Karsten, seconded by Scott Allen and carried unanimously to accept Jamie Walburn's resignation as City Clerk/Treasurer.

Motion by Lisa Karsten, seconded by Scott Allen and carried unanimously to have Jamie Walburn work up to 40 hours a month to keep the city running while they find a replacement.

Motion by Lisa Karsten, seconded by Scott Allen and carried unanimously to adopt Resolution 2015-20 " A Resolution to Appoint Interim City Clerk". Call to Vote: Karsten: yes, Allen: yes, Schmidtke: yes, Vollbrecht: yes. Resolution Passed

Motion by Lisa Karsten, seconded by Scott Allen and carried unanimously to authorize Stephanie Culhane and Lisa Karsten to increase Jamie's hours if needed.

Motion by Lisa Karsten, seconded by Scott Allen and carried unanimously to post the City Clerk/Treasurer position everywhere it is free with a deadline of noon on Friday August 28<sup>th</sup>, 2015.

Motion by Lisa Karsten, seconded by Scott Allen and carried unanimously to offer the position between \$15-20 an hour with other benefits pending.

Motion by Rick Vollbrecht, seconded by Ed Schmidtke and carried unanimously to authorize Lisa Karsten and Scott Allen to administer interviews for the City Clerk/Treasurer position.

Motion by Lisa Karsten, seconded by Scott Allen and carried unanimously to adjourn.  
The meeting adjourned at 10:00 a.m.

Jamie Walburn  
City Clerk/Treasurer

MORRISTOWN CITY COUNCIL MINUTES  
Special Meeting  
August 24, 2015

Members Present: Mayor Rick Vollbrecht, Council Members, Lisa Karsten, Stephanie Culhane, Scott Allen and Ed Schmidtke

Members Absent: None

Others Present: Tim Minske, Jamie Walburn – City Clerk, Rich Revering, Don Olson, Lyn Olson, Leon Gregor

The Special Meeting of the Morristown City Council was called to order on Monday August 24, 2015 at 6:00 p.m. at the Community Center located at 402 Division Street South by Mayor Rick Vollbrecht.

Rick Vollbrecht would like to add Item 5. Streets/Sidewalks to the agenda. Motion by Ed Schmidtke, seconded by Stephanie Culhane and carried unanimously to approve the agenda with the addition.

Motion by Rick Vollbrecht, seconded by Ed Schmidtke and carried unanimously to approve the written disciplinary warning to be put into the employees personnel file.

Motion by Stephanie Culhane, seconded by Ed Schmidtke and carried unanimously to approve the plans for the 2<sup>nd</sup> St SW access for Don Olson pending an engineered certified copy and sign plans, and make sure all property lines are marked.

Motion by Ed Schmidtke, seconded by Scott Allen and carried unanimously to approve the Encroachment Agreement between the city and Don and Lyn Olson.

Motion by Stephanie Culhane, seconded by Scott Allen and carried unanimously to approve the increase of \$300.00 for firefighters retirement pay.

Motion by Rick Vollbrecht, seconded by Scott Allen and carried unanimously to approve the increase of bond insurance to \$90,000.00.

Motion by Stephanie Culhane, seconded by Scott Allen and carried unanimously to approve the sidewalk project just north of the school.

Motion by Scott Allen, seconded by Ed Schmidtke and carried unanimously to approve the Pearson bid to pave Bloomer St.

The council moved to the City Clerk office to work on the 2016 Budget.

Motion by Ed Schmidtke, seconded by Scott Allen and carried unanimously to adjourn. The meeting adjourned at 7:55 p.m.

Jamie Walburn  
City Clerk/Treasurer

MORRISTOWN CITY COUNCIL MINUTES  
Regular Meeting  
September 08, 2015

Members Present: Mayor Rick Vollbrecht and Council Members Lisa Karsten, Scott Allen, and Ed Schmidtke

Members Absent: Stephanie Culhane

Others Present: Mark Rahrick-City Attorney, Troy Dahle, Jack Schwichtenberg, Rich Revering – City Engineer, Mark Morris, Leon Gregor, Nicholis Martin, and Jamie Walburn – City Clerk/Treasurer.

A regular meeting of the Morristown City Council was called to order on Monday, September 08, 2015 at 7:00 p.m. in the Council Chambers at 402 Division Street South by Mayor Rick Vollbrecht.

The Pledge of Allegiance was recited.

Lisa Karsten would like to add Letter to Governor's Fishing Opener to New Business Item H. Motion by Scott Allen, seconded by Ed Schmidtke and carried unanimously to approve the Agenda with additions.

Rick Vollbrecht would like to pull the July Maintenance Report from the Consent Agenda. Troy Dahle would like to pull the Fire Department Report. The minutes from the July 16, 2015 needs to be amended. Instead of "Motion by Scott Allen, seconded by Ed Schmidtke and carried unanimously to adjourn: should be "Motion by Scott Allen, seconded by Ed Schmidtke and carried unanimously to open the meeting. Motion by Ed Schmidtke, seconded by Scott Allen and carried unanimously to approve the consent agenda minus July Maintenance Report and Fire Department Report.

Troy Dahle discussed the purchasing of ready rack, landscape, letters and pass system for \$20,000.00 The money will come from the Fire Relief Association. Motion by Scott Allen, seconded by Ed Schmidtke and carried unanimously to approve the Fire Department Report.

There was some discussion as to the maintenance report. Rick Vollbrecht would like to call a Special Meeting for Friday August 14, 2015 at 9 am for possible disciplinary action. Motion by Ed Schmidtke, seconded by Lisa Karsten and carried unanimously to approve the Maintenance Report.

Comments and Suggestions from Citizens present:

Jack Schwichtenberg stated since MorrisMart will be closed the week of August 17 – 21 and was wondering if the community center can be opened at 5:30am for early coffee drinkers. The council didn't think this was a problem.

Unfinished Business:

Troy Dahle and Jamie Walburn updated the council on the fire hall.

The Cat ordinance was discussed and tabled until next month.

Motion by Ed Schmidtke seconded by Scott Allen and carried unanimously to adopt Ordinance 2015-7 "An Ordinance Amending Section 91.99 of the Morristown City Code". Call to Vote: Karsten: yes, Allen: yes, Schmidtke: yes, Vollbrecht: yes.  
Ordinance Passed

Motion by Ed Schmidtke seconded by Scott Allen and carried unanimously to adopt Ordinance 2015-8 "An Ordinance Amending Section 91.02 of the Morristown City Code". Call to Vote: Karsten: yes, Allen: yes, Schmidtke: yes, Vollbrecht: yes.  
Ordinance Passed

Motion by Ed Schmidtke seconded by Scott Allen and carried unanimously to adopt Resolution 2015-17 "A Resolution Approving Publication of Ordinance By Title and Summary". Call to Vote: Karsten: yes, Allen: yes, Schmidtke: yes, Vollbrecht: yes.  
Resolution Passed

Motion by Ed Schmidtke seconded by Scott Allen and carried unanimously to adopt Resolution 2015-18 "A Resolution Approving Publication of Ordinance By Title and Summary". Call to Vote: Karsten: yes, Allen: yes, Schmidtke: yes, Vollbrecht: yes.  
Resolution Passed

Benefits for Full Time Employees was tabled until next month.

Snow Plow Truck was tabled until next month.

Motion by Rick Vollbrecht seconded by Scott Allen and carried unanimously to approve the sprinkler inspection for \$170.00.



Water Issue – Mobile Home Park was tabled until next month.

Motion by Ed Schmidtke seconded by Scott Allen and carried unanimously to adopt Ordinance 2015-5 “AN ORDINANCE GRANTING A FRANCHISE TO BEVCOMM, INC. D/B/A BEVCOMM TO CONSTRUCT AND MAINTAIN A CABLE TELEVISION SYSTEM IN MORRISTOWN, MINNESOTA; SETTING FORTH CONDITIONS ACCOMPANYING THE GRANT OF THE FRANCHISE; PROVIDING FOR REGULATION AND USE OF THE SYSTEM; AND PRESCRIBING PENALTIES FOR THE VIOLATION OF ITS PROVISIONS”. Call to Vote: Karsten: yes, Allen: yes, Schmidtke: yes, Vollbrecht: yes. Ordinance Passed

Motion by Ed Schmidtke seconded by Scott Allen and carried unanimously to adopt Resolution 2015-15 “A Resolution Approving Publication of Ordinance by Title and Summary”. Call to Vote: Karsten: yes, Allen: yes, Schmidtke: yes, Vollbrecht: yes. Resolution Passed

New Business:

Leon Gregor discussed the Firefighters Relief Association Audit. Jamie Walburn will check with the auditors to see about raising the firefighters retirement pay.

Employee Evaluations Findings – Raises was tabled until next month.

Motion by Ed Schmidtke, seconded by Scott Allen and carried unanimously to approve the Dark House Association Gambling License.

Ordinance 2015-9 Garbage Container Ordinance was tabled until next month.

Street Maintenance was tabled until next month.

Motion by Rick Vollbrecht, seconded by Scott Allen and carried unanimously to approve the payment of overtime on observed holiday hours worked.

Don Olson – 2<sup>nd</sup> St Access was tabled until August 24, 2015 meeting.

Lisa Karsten stated she drew up a letter in regards to having 2017 Governor’s Fishing Opener around this area. Rick Vollbrecht stated he would sign it.

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September 08, 2015  
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Motion by Ed Schmidtke, seconded by Scott Allen and carried unanimously to approve the July 17, 2015 claims totaling \$8,928.21 from the General Fund, \$3,389.91 from the Fire Department Fund, \$203.93 from the Water Fund, and \$38,096.45 from the Wastewater Fund; the August 10, 2015 claims totaling \$11,695.25 from the General Fund, \$268.43 from the Fire Department Fund, \$ 19,475.00 from the Debt Fund – Fire Hall, \$194,859.62 from the Capital Projects Fund – Fire Hall Fund, \$ 1,017.85 from Water Fund, \$1,833.87 from the Wastewater Fund, and \$145.01 from the Refuse Fund; August 10, 2015 late claims totaling \$1,510.68 from the General Fund, \$218.42 from Fire Department Fund, \$1,460.97 from the Water Fund, \$2,072.79 from the Wastewater Fund, and \$4,342.36 from the Refuse Fund.

Motion by seconded by and carried unanimously to adjourn. The meeting adjourned at 8:10 p.m.

Sheri Gregor  
City Clerk/Treasurer

MORRISTOWN CITY COUNCIL MINUTES  
Regular Meeting  
September 14, 2015

Members Present: Mayor Rick Vollbrecht and Council Members Lisa Karsten, Stephanie Culhane and Ed Schmidtke

Members Absent: Scott Allen

Others Present: Mark Rahrick-City Attorney, Tim Minske, Jack Schwichtenberg, Bob Lewis, Rich Revering – City Engineer, Mark Morris, Danny Morris, Virginia Schmidtke, Margaret Butler and Jamie Walburn – City Clerk/Treasurer.

A regular meeting of the Morristown City Council was called to order on Monday, September 14, 2015 at 7:00 p.m. in the Council Chambers at 402 Division Street South by Mayor Rick Vollbrecht.

The Pledge of Allegiance was recited.

Lisa Karsten would like to add Bob Lewis's insight on whether or not to carry insurance coverage for employees to New Business Item C. Add County Variance Hearing to New Business Item G. Lisa Karsten also would like to add community center kitchen use during the haunted trail to New Business Item H. Motion by Ed Schmidtke, seconded by Stephanie Culhane and carried unanimously to approve the Agenda with additions.

Lisa Karsten would like to pull the August 14<sup>th</sup> Special and Emergency Meeting Minutes and Rick Vollbrecht wanted to pull Maintenance Report from the Consent Agenda. Motion by Stephanie Culhane, seconded by Ed Schmidtke and carried unanimously to approve the Consent Agenda minus the August 14<sup>th</sup> Special and Emergency Meeting Minutes and Maintenance Report.

The Maintenance Report was discussed. Tim Minske stated the price of the snow plow truck was negotiated and reduced between \$400 to \$500 and serviced since vehicle was not street ready, as indicated. Motion by Ed Schmidtke, seconded by Rick Vollbrecht and carried unanimously to approve the Maintenance Report.

The Maintenance Department is required to do sump pump inspections. A motion was made by Rick Vollbrecht and seconded by Lisa Karsten and carried unanimously that the sump pump inspections and Bevcomm issue were tabled until the October meeting.

Lisa Karsten stated at the August 14, 2015 special meeting, the minutes say that the employee is to reimburse fuel charge, not mileage.

The disciplinary action letter is for the employee to pay the fuel charge, not mileage.

Lisa Karsten clarified a motion she made at the August 14, 2015 emergency meeting that Jamie Walburn can work up to 40 hours for one month, to train the new city clerk. If it takes more hours than 40, she needs permission from the council. Lisa Karsten requested the item be added to the October meeting. Motion made by Lisa Karsten, seconded by Ed Schmidtke and carried to approval the August 14 Special and Emergency Meetings. Stephanie Culhane, Lisa Karsten and Ed Schmidtke voted yes; Rick Vollbrecht voted no.

Comments and Suggestions from Citizens present:

1. Jack Schwichtenberg suggested the dumpsters and fence be moved to the back of the Community Center. Motion by Stephanie Culhane, seconded by Ed Schmidtke and carried unanimously to move the dumpsters.

Unfinished Business:

Troy Dahle, Fire Chief, updated the council on the progress of the new fire hall.

Motion by Rick Vollbrecht, seconded by Ed Schmidtke and carried unanimously to adopt Ordinance 2015-6, "An Ordinance Creating Section 91.18 Of The Morristown City Code" regulating cats. Call to Vote: Lisa Karsten: yes, Ed Schmidtke: yes, Rick Vollbrecht: yes, Stephanie Culhane; yes.

Motion by Ed Schmidtke, seconded by Stephanie Culhane and carried unanimously to adopt Resolution 2015-16, "A Resolution Approving Publication of Ordinance by Title and Summary" regulating cats. Call to Vote: Lisa Karsten: yes, Ed Schmidtke: yes, Rick Vollbrecht: yes, Stephanie Culhane; yes

Bob Lewis was present to discuss insurance options. It was decided to have a Special Meeting, October 01, 2015 at 6:00pm, to discuss health insurance coverage and wage increases, the Personnel Policy and the Purchasing Policy.

Ed Schmidtke added the snow plow truck was purchased, after being inspected by Rick Vollbrecht, Scott Allen and himself. Motion was made by Ed Schmidtke, seconded by Lisa Karsten, and carried unanimously to purchase the snow plow truck from Nuss Truck & Equipment for \$36,244.25.

Motion was made by Ed Schmidtke, seconded by Rick Vollbrecht and carried unanimously to repair the water problem and install a shut-off valve on the line at the mobile home park; after the attorney receives in writing a statement that the owners will be responsible for the repair.

Ordinance 2015-9, the dumpster ordinance was tabled to a future meeting.

New Business:

Motion was made by Stephanie Culhane, seconded by Ed Schmidtke and carried unanimously to schedule the Truth and Taxation Hearing December 7, 2015 at 7:30pm.

Motion made by Rick Vollbrecht, seconded by Ed Schmidtke and carried unanimously to adopt Resolution 2015-20, "A Resolution Adopting the Proposed 2015 Property Tax Levy, Collectible in 2016 and the Proposed Budget for 2016". Call to Vote: Lisa Karsten: yes, Ed Schmidtke: yes, Rick Vollbrecht: yes, Stephanie Culhane; yes  
The sum of money to be levied is \$337,839.00.

Lisa Karsten reported that she and Scott Allen interviewed seven applicants for the city clerk position. They recommended by two applicants should be hired. One to work 32 hours per week, and one to work 10 hours per week;. They recommended applicant number one be hired for 32.5 hours per week and applicant number three be hired for 10 hours per week. Motion by Rick Vollbrecht, seconded by Ed Schmidtke and carried unanimously; to hire applicant number one and that she works from 8:00am to 3:30pm five days per week, with a one hour lunch break. Motion was made by Rick Vollbrecht, seconded by Lisa Karsten and carried unanimously, to hire applicant number three to work 10 hours a week or more if needed. Motion by Ed Schmidtke, seconded by Rick Vollbrecht and carried to hire applicant number two, if applicant number one denies the city clerk position. Lisa Karsten, Ed Schmidtke and Rick Vollbrecht voted yes. Stephanie Culhane sustained from voting.

Motion made by Rick Vollbrecht, seconded by Ed Schmidtke and carried unanimously to adopt Resolution 2015-21, "Authoring Assessment of Construction, Maintenance, and Easement Agreement Payable in 2016 and 2017". Call to Vote: Lisa Karsten: yes, Ed Schmidtke: yes, Rick Vollbrecht: yes, Stephanie Culhane; yes  
This is a special assessment against a parcel of land within the city of Morristown.

Motion was made by Ed Schmidtke, seconded by Lisa Karsten and carried unanimously to allow open burning from September 15, 2015 to October 15, 2015, by permit only.

The council discussed patching streets. Motion was made by Stephanie Culhane, seconded by Lisa Karsten and carried unanimously, to spend up to \$10,000 for street repair.

Dan Morris said that his sons applied to Rice County for a variance to the Feed Lot Ordinance to construct a 110' X 280' building that is 12,000 feet east of the gravel pit, to house 8,000 to 10,000 little pigs. Dan stated the council will receive a variance hearing notice.

Motion made by Rick Vollbrecht, seconded by Ed Schmidtke and carried unanimously to allow the Commercial Club to use the Community Center kitchen during the weekends of the Haunted Trail.

Motion by Ed Schmidtke, seconded by Lisa Karsten and carried unanimously to approve the September 14, 2015 claims totaling \$7,053.85 from the General Fund, \$419.52 from the Fire Department Fund, \$1,500.00 from the Capital Project Fund – Fire Hall, \$2,562.00 from the Water Fund, and \$4,031.91 from the Wastewater Fund, and \$4,768.57 from the Refuse Fund.

Motion by Ed Schmidtke, seconded by Rick Vollbrecht and carried unanimously to adjourn. The meeting adjourned at 8:40 p.m.

Sheri Gregor  
City Clerk/Treasurer

MORRISTOWN CITY COUNCIL MINUTES  
Special Meeting  
October 1, 2015

Members Present: Mayor Rick Vollbrecht, Council Members, Lisa Karsten, Stephanie Culhane and Ed Schmidtke

Members Absent: Scott Allen

Others Present: Sheri Gregor – City Clerk

The Special Meeting of the Morristown City Council was called to order on Thursday October 1, 2015 at 6:00 p.m. at the Community Center located at 402 Division Street South by Mayor Rick Vollbrecht.

Health Insurance Benefits:

Motion was made by Ed Schmidtke, seconded by Stephanie Culhane and carried unanimously to add 100% paid single health insurance coverage for full time employees, with the premium to be paid by the city.

Personnel Policy:

Mayor Rick Vollbrecht discussed changing the starting time for full time maintenance employees for training, etc. Normal weekly working hours is 8 hours a day, 40 hours a week, 7:00 a.m. to 3:30 p.m. with ½ hour lunch. Maintenance to contact council member(s) if normal hours need to be adjusted for exceptions to the rule, but not limited to special circumstances, emergencies, snow plowing. No overtime without prior approval. Lisa Karsten will write up the proper terminology for council approval.

Time cards were discussed. They will be simplified by rounding to the quarter hour, using the start-of-the-day “shift round” of seven minutes. Shift round time must be made up at the end of the day.  
If maintenance doesn’t take a lunch, they need to write “no lunch” and a reason why.

The council discussed holding a work session in either January or February 2016, to review the entire personnel policy.

It was discussed to change the definition of a full-time employee to work an average of 32 to 40 hours per week.

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Special Meeting  
October 1, 2015  
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Motion by Ed Schmidtke, seconded by Stephanie Culhane and carried unanimously to adjourn. The meeting adjourned at 6:35 p.m.

Sheri Gregor  
City Clerk/Treasurer



MORRISTOWN CITY COUNCIL MINUTES  
Regular Meeting  
October 5, 2015

Members Present: Mayor Rick Vollbrecht and Council Members Lisa Karsten, Stephanie Culhane, Ed Schmidtke and Scott Allen

Others Present: Pat Kaderlik, Jack Schwichtenberg, Rich Revering – City Engineer, Virginia Schmidtke, Steve Nordmeier, Leon Gregor, Adam Uittenbogaard, Maxine Nordmeier, Margaret Butler, Nick and Kristalynn Morris, and Sheri Gregor – City Clerk/Treasurer.

A regular meeting of the Morristown City Council was called to order on Monday, October 05, 2015 at 7:00 p.m. in the Council Chambers at 402 Division Street South by Mayor Rick Vollbrecht.

The Pledge of Allegiance was recited.

Additions/Corrections to Agenda:

Lisa Karsten would like to add to unfinished business, the maintenance hours and Personnel Policy. Motion made by Ed Schmidtke, seconded by Scott Allen and carried unanimously to approve the agenda with the one correction.

Consent Agenda:

Steve Nordmeier would like to pull the Fire Department Report.

Motion made by Ed Schmidtke, seconded by Scott Allen and carried unanimously to accept the Consent Agenda excluding B. the Fire Department Report.

Steve Nordmeier reported that the Morristown Commercial Club is donating approximately \$7,000 to pay for the “Maltese Cross” and the lettering, that will ornate the new Fire Hall. Motion made by Lisa Karsten, seconded by Ed Schmidtke and carried unanimously, to have the City write a check for the “Maltese Cross” and the Commercial Club will reimburse the City.

Steve asked permission for the firemen to use the Suburban fire truck as part of a skit out at the Haunted Trail, the weekends of October 9<sup>th</sup> and 10<sup>th</sup>, October 16<sup>th</sup> and 17<sup>th</sup>, 2015. Motion made by Ed Schmidtke, seconded by Scott Allen and carried unanimously to let the Haunted Trail use the Suburban fire truck.

Motion was made by Lisa Karsten, seconded by Scott Allen and carried unanimously to accept the Fire Department Report.

Comments and Suggestions from Citizens present:

None

Unfinished Business:

Fire Hall construction is on schedule. New windows and trim should arrive by end of month. Rick Vollbrecht approved one change order; to finish an unfinished cement wall, in the STBA room where cabinets are to be mounted. The Fire Department will come up with the money, if the budget gets short on funds. Steve Nordmeier mentioned a few firemen installed the backing board, that wasn't in the plan, for future display cases, before the sheetrock is done.

Leon Gregor requested acceptance from city council to raise the Firemen's Relief Retirement benefits by \$300 per year of service. Rick recommended reviewing this benefit every year, instead of every five to ten years. Motion was made by Ed Schmidtke, seconded by Scott Allen and carried unanimously to increase the Morristown Firemen's Relief Retirement Benefits by \$300; from \$1,700 to \$2,000 per year.

Motion by Ed Schmidtke, seconded by Scott Allen and carried unanimously to accept the clarifying of the full-time maintenance hours of work, replacing the previous description, in the personnel policy.

New Business:

Motion made by Stephanie Culhane, seconded by Scott Allen and carried unanimously for the city clerk to contact Mark Rahrack, city attorney, to compose a response to Joe Kabes, property owner, in regards to his letter.

Motion was made by Ed Schmidtke, seconded by Stephanie Culhane and carried unanimously to accept Tim Minske's letter of resignation.

Motion made by Stephanie Culhane, seconded by Scott Allen and carried unanimously to release Tim Minske's phone number back to Tim, to contact Verizon, to have Sheri Gregor be the contact person and to have Ed Schmidtke or Rick Vollbrecht sign the agreement if necessary

Motion by Stephanie Culhane, seconded by Scott Allen and carried unanimously to post a job opening for a full-time waste water/water operator/maintenance worker.

Motion by Lisa Karsten, seconded by Scott Allen and carried unanimously to send Eric Hughes to refresher training class and water exam for his "D" license October 27 through October 29, 2015 and pay for the mileage and hotel.

Pat Kaderlik cover weekends at the waste water/water treatment plants and will help train the new employee.

Motion by Stephanie Culhane, seconded by Scott Allen and carried unanimously to change all the locks at City Hall front door and office and Maintenance Shop, Wastewater Treatment Plant and Water Plant.

Motion by Ed Schmidtke, seconded by Scott Allen and carried unanimously to accept the 3% salary increase retroactive for city employees, employed as of July 1, 2015. Also approval of a \$1.00 an hour increase for Eric Hughes, beginning the next pay period, October 12, 2015.

Tom Judd has chosen to no longer work weekends at the waste water plant. Ed Schmidtke will contact Tom to get his resignation letter, to put on file.

Motion made by Stephanie Culhane, seconded by Scott Allen and carried unanimously to split the maintenance of city vehicles, at Eric Hughes discretion, between the local auto repair and service centers, Wholesale Tire & Wheel of Minnesota and Nordmeier Brothers.

Motion by Stephanie Culhane, seconded by Ed Schmidtke and carried unanimously to remove Jamie Walburn and add Sheri Gregor, as an authorized signer, as City Clerk, to the City of Morristown's business checking and money market accounts, at the Lake Country Community Bank, Morristown, MN..

Motion by Stephanie Culhane, seconded by Scott Allen and carried unanimously to approve hours and compensation for Virginia Schmidtke, and anyone else that provides training for the new City Clerk.

Motion by Stephanie Culhane, seconded by Ed Schmidtke and carried unanimously to increase the City Clerk's weekly work hours to 40, until at least the next city council meeting, November 02, 2015.

Motion by Stephanie Culhane, seconded by Scott Allen and carried unanimously to contact Katie Burvee, Deputy City Clerk, ASAP to inform her that her city clerk training will resume the week of October 19, 2015.

Motion was made by Ed Schmidtke, seconded by Scott Allen and carried unanimously, to have Eric Hughes, maintenance, work on a checklist and Sheri Gregor, city clerk, prepare a letter to send to the City of Morristown residents, for a sump pump inspection. Mayor Rick Vollbrecht and the City Clerk will create a procedure. Residents will then call city hall to set up appointment times to schedule inspections.

Motion was made by Ed Schmidtke, seconded by Scott Allen and carried unanimously to extend the open burning to November 15, 2015. Open burning permits are issued at City Hall; at no charge.

Claims and Accounts:

Motion was made by Ed Schmidtke, seconded by Scott Allen and carried unanimously to pay the current and late claims totaling \$75,954.47 from the General Fund, \$804.41 from the Fire Department Fund, \$1,500 from the Capital Projects Fund-Fire Hall, \$1,073.47 from the Water Operations Fund, \$3,485.08 from the Wastewater Operations Fund and \$4,183.22 from the Refuse Fund.

Motion by Stephanie Culhane, seconded by Scott Allen and carried unanimously to adjourn. The meeting adjourned at 8:00 p.m.

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/s/ Sheri Gregor  
City Clerk/Treasurer

ATTEST:

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/s/ Rick Vollbrecht, Mayor

MORRISTOWN CITY COUNCIL MINUTES  
Regular Meeting  
Monday, November 02, 2015

Members Present: Mayor Rick Vollbrecht and Council Members Lisa Karsten, Stephanie Culhane, Ed Schmidtke and Scott Allen

Others Present: Rich Revering – City Engineer, Mark Rahrick – City Attorney, Jack Schwichtenberg, Virginia Schmidtke, Margaret Butler, Steve Nordmeier, Mike O'Rourke, Mark Morris, Adam Uittenbogaard, Trevor Carroll, Richard Venero, Katie Burvee, and Sheri Gregor – City Clerk

A regular meeting of the Morristown City Council was called to order on Monday, November 02, 2015 at 7:00 p.m. in the Council Chambers at 402 Division Street South by Mayor Rick Vollbrecht.

The Pledge of Allegiance was recited.

Additions/Corrections to Agenda:

Lisa Karsten would like to add to New Business, the end-of-year council salaries. A motion was made by Ed Schmidtke, seconded by Lisa Karsten and carried unanimously, to approve the agenda with the one addition.

Consent Agenda:

D. Skywarn had no report.

Rick Vollbrecht asked that everyone who submits a report, for the Agenda, to have it turned in by the Thursday prior to the regular monthly Monday meeting. A motion was made by Ed Schmidtke, seconded by Lisa Karsten and carried unanimously to accept the Consent Agenda.

Comments and Suggestions from Citizens present:

Trevor Carroll, owner of a residence in town, and Richard Venero, his renter, had high utility billings the last few cycles. Upon our maintenance man, Eric Hughes, and owner looking into the problem, a damaged water line on the property was discovered. Trevor Carroll asked if the city would adjust the utility bill. A motion was made by Rick Vollbrecht, and seconded by Lisa Karsten and carried unanimously to forgive the excessive sewer usage, only charging for the normal sewer usage; having a 90 day grace period, paying in full by February 1, 2016.

A motion was made by Ed Schmidtke, second by Scott Allen and carried unanimously to allow the Haunted Trail volunteers after party to be held in the Community Center Hall, Saturday, December 5, 2015; per Mark Morris' request. The council waived the hall fee.

A motion was made by Ed Schmidtke, seconded by Lisa Karsten and carried unanimously to allow the Morristown Commercial Club to hold the Annual Christmas Drawing on Saturday, December 12, 2015 at the Community Center Hall; per Steve Nordmeier's request. The council waived the hall fee.

Unfinished Business:

- A. Fire Hall Update – Steve Nordmeier reported on the progress at the new fire hall.
- B. The City had 38 applicants for the maintenance worker job posting. Each Council Member will evaluate the applications/resumes, and narrow the number of candidates to five or six to be interviewed. A motion was made by Ed Schmidtke, seconded by Scott Allen and carried unanimously for Rick Vollbrecht, Stephanie Culhane and Eric Hughes to interview the final contenders. A Special Meeting will be held Tuesday, November 17, 2015 at 6pm, to approve the interview committee's selection, for the maintenance worker position.
- C. A motion was made by Stephanie Culhane, seconded by Lisa Karsten and carried unanimously that Sheri Gregor, City Clerk, will continue to work a 40 hour week; with Virginia Schmidtke training and to eliminate the part time deputy clerk position at this time, but revisit the position at the discretion of the city council with input from the clerk and trainer.
- D. Water Issue-Mobile Home Park – Mark Rahrlick, City Attorney, sent a draft agreement to MHC, LLC. Robert Thomas, of MHC, wants to meet on-site with a representative of the City. Rick Vollbrecht, Mayor, and Eric Hughes, Maintenance, plan to meet Monday, November 9, 2015 at 1pm, to resolve who is responsible to finance this repair.
- E. Dumpster Ordinance 2015-10, Resolution 2015-21 – The council reviewed the proposed ordinance and noted that it allows the use of garbage bags, instead of requiring a garbage can. Rick Vollbrecht will speak with the owner of the group homes on Bloomer St, about the usage of containers versus their dumpster.

7. New Business:

- A. Paperwork has been completed with Verizon Wireless, for Sheri Gregor to be the contact person. Tim Minske will return the maintenance cell phone, which has his personal number, when his new phone arrives and that number gets transferred. At that time, a new maintenance number will be assigned.
- B. A motion made by Ed Schmidtke, seconded by Lisa Karsten and carried unanimously to authorize Sheri Gregor, City Clerk/Treasurer, to be the City's signer at Edward Jones.

- C. Sump Pump Inspection – A motion made by Scott Allen, seconded by Lisa Karsten and carried unanimously to accept the extension of the Ordinance 2015-11, amending to Section 50.062 to the Morristown City Code. A motion was made by Lisa Karsten, seconded by Scott Allen and carried unanimously to approve the publication of ordinance by title and summary of Resolution No. 2015-17. Roll Call Vote – Lisa Karsten: yes, Stephanie Culhane: yes, Scott Allen: yes, Ed Schmidtke: yes, Rick Vollbrecht: yes. Resolution Passed
- D. BusinessWare Solutions – A motion was made by Stephanie Culhane, seconded by Scott Allen to renew our WatchGuard LiveSecurity Service for the 3 Year Extended Service at \$325.
- E. The City of Morristown's 2015 financial audit is set for January 19-20, 2016, done by Abdo, Eick & Meyers, LLP. Sheri Gregor, City Clerk, will check on the cost of audit.
- F. Correspondence received of Floodplain Management Training to be held November 13, 2015 at the Owatonna Fire Department.
- G. A motion was made by Rick Vollbrecht, seconded by Ed Schmidtke and carried unanimously to send Sheri Gregor, City Clerk, to a City Government Challenges and Regulations seminar on November 17, 2015 in Mankato, MN.
- H. Correspondence received concerning Rice County Community Forums Comprehensive Plan for 2016.
  - I. Correspondence received concerning Rice County Planning Commission Regular Meeting to be held November 05, 2015.
- J. A motion was made by Lisa Karsten, seconded by Scott Allen, and carried unanimously that the end-of-the-year council salaries be dispersed at the December council meeting from this day forward.
- K. Lisa Karsten announced that the claim for \$3,379.94 to Emily Ganzel was covered by the Morristown Historical Society's grant, G-MHCG-1406-04792: Historic Property Evaluation of the Morristown Mill and Millrace.

Claims and Accounts:

A motion was made by Ed Schmidtke, seconded by Scott Allen and carried unanimously to pay the October 2015 middle of the month claims totaling \$14,683.55 from the General Fund, \$4,100.85 from the Fire Department Fund, \$971.81 from the Water Operations Fund, and \$7,187.06 from the Waste Water Operations Fund; the November 2, 2015 current claims totaling \$9,216.78 from the General Fund, \$1,619.76 from the Fire Department Fund, \$1,379.71 from the Water Operations Fund, \$3,667.68 from the Wastewater Operations Fund and \$4,299.89 from the Refuse Fund; the late claims totaling \$21,432.26 from the General Fund, 450.00 from the Fire Department Fund

A motion was made by Scott Allen, seconded by Ed Schmidtke and carried unanimously to adjourn. The meeting adjourned at 7:50 p.m.

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/s/ Sheri Gregor  
Sheri Gregor  
City Clerk/Treasurer

ATTEST:

/s/ Rick Vollbrecht  
Rick Vollbrecht, Mayor



MORRISTOWN CITY COUNCIL MINUTES  
Special Meeting  
Tuesday, November 17, 2015

Members Present: Mayor Rick Vollbrecht, Council Members, Lisa Karsten, Stephanie Culhane and Ed Schmidtke

Members Absent: Scott Allen

Others Present: Sheri Gregor – City Clerk, Virginia Schmidtke, Troy Dahle, Fire Chief

The Special Meeting of the Morristown City Council was called to order on Tuesday November 17, 2015 at 6:00 p.m. at the Community Center located at 402 Division Street South by Mayor Rick Vollbrecht.

1. Maintenance Position – A motion was made by Stephanie Culhane, seconded by Lisa Karsten and carried unanimously to offer the full- time Maintenance position to applicant #1, at \$18.00 per hour, with a \$0.50 increase in 60 days. A motion was made by Rick Vollbrecht, seconded by Ed Schmidtke and carried to offer the Maintenance position to candidate #2, at the same wage, if candidate #1 declines the offer. . Rick Vollbrecht, Lisa Karsten and Ed Schmidtke voted yes; Stephanie Culhane abstained and Scott Allen was absent.
2. City of Morristown Investment Policy – A motion was made by Stephanie Culhane, seconded by Ed Schmidtke and carried unanimously, to approve the signatures updated to Rick Vollbrecht, Mayor and Sheri Gregor, City Clerk/Treasurer; with the City of Morristown Investment Policy to be reviewed and approved, and be put on the Monday, December 7, 2015 Agenda.
3. Brennan Construction Payment Request – A motion was made by Ed Schmidtke, seconded by Lisa Karsten and carried unanimously to make this payment on the construction of the new Morristown Fire Station.
4. American Red Cross Blood Drive – December 31, 2015 – A motion was made by Rick Vollbrecht, seconded by Ed Schmidtke and carried unanimously to allow using of the Community Center hall with no charge.
5. A conversation was held about when the construction end date is for the new fire station. Troy Dahle stated that it is six months from the ground breaking. Troy submitted a list of items they would like to purchase with donations the fire department has and will receive.

6. A discussion was held of having a separate meeting about the storage space that will be allowed for city organizations to use in the old fire hall at 109 2<sup>nd</sup> St SW. In attendance should be the City Council Members; Eric Hughes, City Maintenance; David Osborne, Police Dept.; Dan Morris, Commercial Club President; Steve Nordmeier, Dam Days President; Lisa Karsten, Historical Society. A January 2016 date will be set at the next regular meeting on December 7, 2015.

A motion was made by Rick Vollbrecht, seconded by Ed Schmidtke and carried unanimously to adjourn. The meeting adjourned at 6:30 p.m.

Sheri Gregor  
City Clerk/Treasurer

MORRISTOWN CITY COUNCIL MINUTES  
Regular Meeting  
Monday, December 07, 2015

Members Present: Mayor Rick Vollbrecht and Council Members Lisa Karsten, Ed Schmidtke and Scott Allen

Absent: Stephanie Culhane

Others Present: Rich Revering – City Engineer, Mark Rahrick – City Attorney, Jack Schwichtenberg, Margaret Butler, Troy Dahle – Fire Chief, Steve Nordmeier, Mike O'Rourke, Mark Morris, Adam Uittenbogaard, John Hiller, Jim Hilpipre, Tim Flaten, Travis Semmann, Mike Bubak, Dave Osborne – MPD, Virginia Schmidtke and Sheri Gregor – City Clerk

The regular meeting of the Morristown City Council was called to order on Monday, December 07, 2015 at 7:00 p.m. in the Council Chambers at 402 Division Street South by Mayor Rick Vollbrecht.

The Pledge of Allegiance was recited.

Additions/Corrections to Agenda:

Rick Vollbrecht asks for the November 02, 2015 EDA minutes to be pulled.

Consent Agenda:

A motion was made by Ed Schmidtke, seconded by Scott Allen, and carried unanimously, to approve the consent agenda, excluding the EDA minutes.

Steve Nordmeier, chairman of the EDA board, asks if it would be legal to put up for sale the city owned property at 3rd St SE. The parcel would first be offered to the adjoining property owners. If they chose not to purchase this land and another individual wants it, a shed, garage etc. could be built. The council could change the ordinance and the zoning board makes a change also to allow a structure. The lot is non-conforming, so a house couldn't be built there. There may have to be an easement and/or retain the right of way for a future road. Troy Dahle believes a water line runs through that property. These issues will need to be looked into. This item will be tabled until next spring.

A motion by Ed Schmidtke seconded by Scott Allen and carried unanimously, to approve the EDA minutes.

Comments and Suggestions from Citizens present:  
None

Unfinished Business:

- A. Fire Hall Update –Troy Dahle gave a breakdown of the changes orders that were done, that weren't proposed, totaling approximately \$2,600.00. According to Troy's calculation, there is money left in the bond fund to cover those change orders. A motion was made by Scott Allen, seconded by Ed Schmidtke, and carried to pay Brennan Companies for the additional change orders. Voting for the motion were Scott Allen, Lisa Karsten and Ed Schmidtke. Rick Vollbrecht voted no.  
With the new fire hall not quite ready, Troy Dahle asks the council if the Fire Department could use the Community Center Hall to host the Regional Meeting, the evening of Tuesday, December 8, 2015. The Morristown Fire Department will set up and take down. A motion was made by Ed Schmidtke, seconded by Scott Allen, and carried unanimously to allow the firemen to use the Community Hall for their Regional Meeting.
- B. Maintenance Position – A special meeting was held Tuesday, November 17, 2015 to approve the interview committee's selection, for the maintenance worker position. The City's offer was accepted and Brad Standke has been hired and officially began employment on December 7, 2015. A motion was made by Lisa Karsten, seconded by Scott Allen, and carried unanimously to approve the hiring of Brad Standke for the maintenance position.
- C. Water Issue-Mobile Home Park – Rick Vollbrecht, Mayor, and Eric Hughes, Maintenance, met with Robert Thomas, of MHC, LLC, to resolve the water issue. The manhole doesn't seal properly. Eric Hughes will look into getting prices on a couple manhole covers and sealing. MHC will cover the cost, as long as it's not a crazy amount. Mr. Thomas will contact Badger about purchasing new radio unit system heads.
- D. Dumpster Ordinance 2015-10, Resolution 2015-19 – Rick Vollbrecht will speak with the owner of the group homes on Bloomer St, about the usage of containers versus their dumpster. Acceptance for this ordinance was tabled to the next meeting.
- E. Cell Phone–A new number has been issued for Brad Standke's maintenance phone.
- F. Sump Pump Inspection – Rick Vollbrecht, Sheri Gregor and Virginia Schmidtke will be preparing a letter to send the residents with information on the upcoming inspection and appointment scheduling.
- G. Abdo, Eick & Meyers, LLP – The charge for the City of Morristown's 2015 financial audit will be \$10,700.00. A motion was made by Rick Vollbrecht, seconded by Ed Schmidtke, and carried unanimously to approve the audit be done by Abdo, Eick & Meyers
- H. Investment Policy – A motion was made by Lisa Karsten, seconded by Scott Allen, and carried unanimously to approve the City of Morristown Investment Policy as written.

- I. Employee Insurance – A motion was made by Lisa Karsten, seconded by Scott Allen, and carried unanimously to renew the Life and Accidental Death & Dismemberment portion of the policy for Eric, Sheri and Brad, once he becomes eligible. A motion was made by Lisa Karsten, seconded by Scott Allen, and carried unanimously to remove from the personnel policy under Article 10-Insurance, in 10.1 Eligibility remove long-term disability and dental; remove Dental which is 10.3, and remove the Health Savings Account.
- J. Usage of Old Fire Hall – The City Maintenance Shop will relocate to its new location, at 109 2<sup>nd</sup> St SW, after the Morristown Fire Department moves into their new fire hall, at 506 S Division St. The extra space may be used for storage, by a few clubs/committees; i.e. Commercial Club, Historical Society, Dam Days. This item is tabled to a special meeting on Thursday, January 7, 2016, at 6:00pm, when the city council and clubs' representatives have a walk-through.

7. New Business:

- A. Truth and Taxation Hearing – The 2015 Proposed Property Tax is \$278,229.00. The 2016 Proposed Property Tax is \$337,839.00. The difference of \$52,610.00, as 21.42% increase. A motion was made by Ed Schmidtke, seconded by Scott Allen, and carried unanimously to open the Truth & Taxation Hearing. No one spoke concerning the proposed property tax. A motion was made by Ed Schmidtke, seconded by Scott Allen, and carried unanimously to close the Truth & Taxation Hearing.
- B. On-Sale Liquor License – John Hiller wishes to expand his business, Last Call Liquor. John needs an on-sale liquor license to be able to have a catering business. John wants to be able to run and operate his beer trailer/ beer sales/food services. He will need to put in a mini kitchen, in order to have these licenses; starting with the application procedure at the city level. Mark Rahrlick, City Attorney, will draft an amendment to city ordinance 110.09 – Limit on the Number of Licenses, to increase on- sale liquor licenses from three to four. John requested the city council to give him preliminary approval, to get the ball rolling, with his bank. It was pointed out that the minutes will reflect the council's intention to revise the ordinance and give John a copy of the minutes.
- C. Old Maintenance Shop – Jim Hilpiper inquired about the city's future plans, regarding the usage of the shop, once the city's maintenance department moves. Jim proposed a 10-year lease plan to the council. The matter was tabled until after a walkthrough of the old fire hall (new maintenance shop).
- D. Middle of the Month Claims – A motion was made by Ed Schmidtke, seconded by Scott Allen, and carried unanimously to have the city council approve the middle of month claims to be paid, at the regular council meeting; with late claims to be paid the middle of the month.
- E. Employee Insurances – This item was resolved under Old Business, Item I.
- F. Personnel Policy changes - This item was resolved under Old Business, Item I.

- G. 2016 Faribault Visitor's Guide – The deadline had passed, in order to advertise in the guide.
- H. MCFOA Educational Conference – A motion was made by Scott Allen, seconded by Ed Schmidtke, and carried unanimously to send the City Clerk, Sheri Gregor, to the MCFOA Education Conference in St. Cloud, MN, March 15 – 18, 2016, and to pay for the conference fees and lodging expenses.
- I. Sidewalk Project Assessments – Rich Revering, city engineer, presented three resolutions for the council to consider on sidewalk improvements. A motion was made by Lisa Karsten, seconded by Scott Allen, to approve according to the "Resolution Accepting Work and Initiating Correction Period" 2015-22. Roll Call: Lisa Karsten-yes, Scott Allen-yes, Ed Schmidtke-yes, Rick Vollbrecht-yes. Resolution 2015-22 documents that the sidewalk improvements were satisfactorily completed for the construction cost stated and that a two-year correction period will begin on the date of the resolution. A motion was made by Lisa Karsten, seconded by Scott Allen, to approve the "Resolution Declaring Cost to be Assessed, and Ordering Preparation of Proposed Assessment" 2015-23. Roll Call: Lisa Karsten-yes, Scott Allen-yes, Ed Schmidtke-yes, Rick Vollbrecht-yes. This Resolution 2015-23 includes figures for construction and expenses. A motion was made by Lisa Karsten, seconded by Scott Allen, to approve according to the the "Resolution for Hearing on Proposed Assessment" 2015-24. Roll Call: Lisa Karsten-yes, Scott Allen-yes, Ed Schmidtke-yes, Rick Vollbrecht-yes. The Resolution 2015-24 hearing is set for January 4, 2016 and directs staff to send and publish notices. Rich Revering, of Bolton & Menk, Inc, suggests a 5 year term for the assessments at a 3 percent interest rate.
- J. Semi Parking – Tim Flaten, Travis Semmann, and Mike Bubak requested to allow semi-tractors and trailers to be parked on their residential property. This would require ordinance changes and criteria stipulations. It was decided that the City Council, Police Officer Dave Osborne, the Zoning Committee and the individuals effected to hold a joint special meeting Thursday, February 18, 2016 at 7:00 pm., to review the current ordinances for possible changes.
- K. Website – The City Council ask the city clerk to seek additional website training, for the Morristownmn.org website, from Two Lakes Design, before our agreement/ contract ends in January 2016.
- L. Certificate of Recognition – Ed Schmidtke would like to see the City of Morristown present a certificate of recognition of the veterans and families who walked from Faribault to Morristown to Waseca, on Saturday, November 21, 2015, to raise awareness for veteran suicide. A motion was made by Rick Vollbrecht, seconded by Scott Allen, and carried unanimously to give a Certificate of Recognition.
- M. Police Department – A motion was made by Lisa Karsten, seconded by Scott Allen to approve the purchase of a new Taser and battery pack, replacing the discontinued, non- repairable one.

- N. Water/Wastewater Advancement – A motion was made by Rick Vollbrecht, seconded by Scott Allen, and carried unanimously to put steps, in the personnel policy, for a \$0.50/hr. maintenance employee's salary increase, upon obtaining each new licensing in water/wastewater management, within the city's needs.
- O. The Rice County Historical Society held a Building Expansion Grand Opening and Ribbon Cutting on Saturday, December 12, 2015. The event is free and open to the public.

8. Claims and Accounts:

A motion was made by Ed Schmidtke, seconded by Scott Allen, and carried unanimously to approve/pay the December 7, 2015 Current Claims totaling \$6,398.15 from the General Fund, \$3,452.10 from the Fire Department Fund, \$405.63 from the Capital Fund-Fire Hall, \$1,313.32 from the Water Operations Fund, \$3,777.83 from the Wastewater Operations Fund and \$4,147.49 from the Refuse Fund; the Late Claims totaling \$1,362.01 from the General Fund, \$237.99 from the Fire Department, \$712.08 from the Water Fund; the End-Of-The-Year Claims totaling \$7,955.00 from the General Fund and \$3,510.00 from the Fire Department Fund. Also included in the motion is to give Fire Chief, Troy Dahle, a check toward paying the regional fee of \$5 per fireman attending the regional meeting.

A motion was made by Ed Schmidtke, seconded by Scott Allen, and carried unanimously to adjourn. The meeting adjourned at 8:52 p.m.

The next regular monthly meeting of the Morristown City Council will be Monday, January 4, 2016.

/s/ Rick Vollbrecht  
Rick Vollbrecht, Mayor

ATTEST:

/s/ Sheri Gregor  
Sheri Gregor  
City Clerk/Treasurer

MORRISTOWN CITY COUNCIL MINUTES  
Special Meeting  
Wednesday, December 16, 2015

Members Present: Mayor Rick Vollbrecht, Council Members – Lisa Karsten and Ed Schmidtke

Members Absent: Scott Allen, Stephanie Culhane

Others Present: Virginia Schmidtke, Sheri Gregor – City Clerk

The Special Meeting of the Morristown City Council was called to order on Wednesday, December 16, 2015 at 5:15 p.m. at the Community Center located at 402 Division Street South by Mayor Rick Vollbrecht.

1. A motion was made by Lisa Karsten, seconded by Ed Schmidtke, to adopt Resolution 2015-16, "A Resolution Adopting The Final 2015 Property Tax Levy, Collectible In 2016 And The Proposed Budget For 2016". Roll Call – Lisa Karsten-yes, Ed Schmidtke-yes and Rick Vollbrecht-yes. Absent – Scott Allen and Stephanie Culhane.

A motion was made by Ed Schmidtke, seconded by Lisa Karsten, and carried unanimously to adjourn.

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