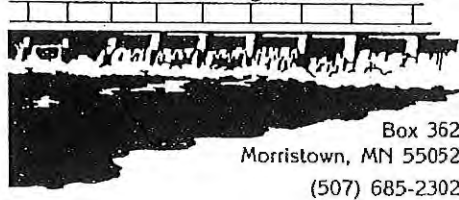


City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

Best Little Town By A "Dam Site"



MORRISTOWN CITY COUNCIL MEETING MINUTES

Regular Meeting 7:00 p.m.

Public Hearing 7:00 p.m. (Master Fee Schedule & Demolition Permit)

Monday, January 3, 2022

Council Present: Mayor Tony Lindahl, Linda Murphy, Ralph Barney, Jake Golombeski, Tim Flaten

Council Absent:

Others Present: City Attorney Mark Rahrlick, Steve Nordmeier, John Ankrum, Jack Schwichtenberg, Kristen Barney, Kyle Morris, Mike O'Rourke, Lisa Karsten, Leon Gregor, Kyle Green, Johnathan Chmelik, Tim Boese, Todd Schmidtke, Sergeant Nathan Budin, Terry Meschke, Ellen Judd, City Clerk/Treasurer Lisa Duban.

1. **Call to Order:** Lindahl called the regular meeting of the Morristown City Council to order on Monday, January 3, 2022 at 7:02 pm., in the Council Chambers, at 402 Division Street S., Morristown, MN.
2. **Pledge of Allegiance:** The Pledge of Allegiance was recited.
3. **Additions/Corrections to Agenda:**
 - Addition: New Business Item P** - Consideration of Proposals for Geotechnical Services – 2022 Street and Utility Improvement Project
 - Addition: New Business Item Q** – Spending City Funds
 - Addition: New Business Item R** – Ellen Judd working during maternity leave
 - Correction: New Business Item G** – change from Resolution 2022-5 to Resolution 2022-3Motioned by Flaten, seconded by Golombeski, and was carried unanimously to approve the agenda.

Motioned by Flaten, seconded by Murphy, and was carried unanimously to close the regular meeting and open the public hearing.

PUBLIC HEARING – 7:00 P.M. MASTER FEE SCHEDULE & DEMOLITION PERMIT TIME FRAME

Motioned by Flaten, seconded by Golombeski, and was carried unanimously to close the public hearing and open the regular meeting.

4. **Comments and Suggestions from Citizens Present:** Comments included sidewalks not cleared of snow/ice, appreciation for the holiday parade, burning at the compost site, icy streets, plowing of streets and potential of city being included with the Morristown Township recycle day in 2022.
5. **Consent Agenda:**
 - A. **Police Report** – December 2021
 - B. **Fire Department Report** – December 2021
 - C. **Public Works Report** – December 2021
 - D. **City Council Meeting Minutes** – Regular Meeting 12/6/21, Emergency Meeting 12/4/21, Special Meeting 12/13/21
 - E. **Zoning Board Meeting Minutes** – None
 - F. **Financial Reports Month Ending** – December 31, 2021 (Cash Control Stmt, Interim Financial Report YTD, Account Balances)Motioned by Barney, seconded by Murphy, and was carried unanimously to approve the consent agenda.
6. **Unfinished Business:**

6. **City Council as acting City Administrator** – Mark Rahrnick noted that the chicken and tobacco permits will need to be changed to remove City Administrator (Mark will get to me) and that Section 30.15 of the city code relates to the City Administrator job description. The Clerk will send Section 30.15 to Council to review and assign duties as needed. The chicken and tobacco permit updates will be added to the next meeting agenda.
 7. **Deputy Clerk Update** – Murphy noted that she and the Clerk are working on a job description but is suggesting that we advertise for an Office Assistant versus a Deputy Clerk. Motioned by Murphy, seconded by Flaten, and was carried unanimously to advertise for an Office Assistant position for 15-25 hours/week for \$15-\$18/hour depending on experience.
 8. **Snowplow Backup Posting** - No applications received. Extend for another month.
7. **New Business:**
- A. **Ordinance 2022-1 Master Fee Schedule** – Motioned by Barney, seconded by Murphy, and was carried unanimously to approve Ordinance 2022-1 Master Fee Schedule as presented.
 - B. **Resolution 2022-4 Approving Summary Publication of Ordinance 2022-1** – Motioned by Barney, seconded by Murphy, and was carried unanimously to approve Resolution 2022-4.
 - C. **Ordinance 2022-2 Section 152.296 Demolition Permit Timeframes** – Motioned by Flaten, seconded by Golombeski, and was carried unanimously to approve Ordinance 2022-2.
 - D. **Resolution 2022-5 Approving Summary Publication of Ordinance 2022-2** – Motioned by Flaten, seconded by Golombeski, and was carried unanimously to approve Resolution 2022-5.
 - E. **Sanitary Sewer Maintenance Agreement** – Motioned by Flaten, seconded by Barney, and was carried unanimously to approve the one year Sanitary Sewer Maintenance Agreement with Empire Services at a cost of \$19,661 to be completed in 2022.
 - F. **Morristown Fire Relief Donations** – Leon Gregor and Terry Meschke with the Fire Relief Association presented donations to the City of Morristown as follows: \$10,000 to be used for the Morristown Fire Hall parking lot, \$100,000 for the Fire Department Equipment Fund, \$10,000 to be used for the Centennial Park bathrooms, \$60,000 for the Fire Department Rescue Truck Fund, \$20,000 for the Morristown Fire Department Building Bond and \$15,000 for a Fire Department Memorial Statue.
 - G. **Resolution 2022-3 Accepting Donation from Fire Relief Association** – tabled for acceptance at next months meeting.
 - H. **Approve Annual Firefighter's Wages for 2021** - Motioned by Barney, seconded by Flaten, and was carried unanimously to approve the 2021 Annual Firefighter's Wages.
 - I. **Camp Omega Request to hold Polar Plunge at City Hall on 2/20/22** – Motioned by Flaten, seconded by Golombeski, and was carried unanimously to allow Camp Omega to hold Polar Plunge at City Hall on 2/20/22 with the conditions that they provide a certificate of liability insurance, have all participants sign a liability waiver, sign an agreement stating that they indemnify the City from any liability and provide a donation of \$500 to cover the cost of water usage.
 - J. **2022 City Community Appointments** – Lindahl made the following changes: remove Michael Mueller as City Administrator and Solutions Task Force Chairman; add Tim Flaten as Solutions Task Force Chairman; add Lisa Duban to Solutions Task Force; remove Tim Flaten from EDA and replace with Ralph Barney. Motioned by Barney, seconded by Murphy, and was carried unanimously to approve the 2022 Community Appointments as presented with the above changes.
 - K. **2022 Federal Holidays** – Two meeting dates changed due to holidays. July 4th – Council and EDA meeting changed to 7/5/2022. Labor Day 9/5/2022 – Council meeting changed to 9/6/2022. Motioned by Flaten, seconded by Barney, and was carried unanimously to approve the date changes above.
 - L. **Resolution 2022-1 Designating Authorized Signors for Official Depositories** - Motioned by Barney, seconded by Golombeski, and was carried unanimously to approve Resolution 2022-1.
 - M. **Resolution 2022-2 A Resolution Designating the Official Newspaper for 2022** - Motioned by Flaten, seconded by Barney, and was carried unanimously to approve Resolution 2022-2 designating Life Enterprise as the 2022 official Newspaper.
 - N. **Public Works Clothing Allowance** – Council and the City Attorney clarified that if an eligible employee is employed on January 1st or July 1st of any given year, they will receive their bi-annual payment of \$375 as a clothing allowance. This allowance is a prepayment. For example, if an eligible employee is employed on January 1st they will receive the first half of the allowance and if employed on July 1st they will receive the second half of the allowance.
 - O. **Unemployment Claims** – There are currently two unemployment claims against the City. Mark Rahrnick explained that most cities pay unemployment claims directly out of pocket whereas private employers

typically pay into unemployment insurance. The City of Morristown has elected to pay claims directly. Thus, if an employee leaves the city, finds alternative employment, and then becomes unemployed they still collect in part against the City if it is within 12 months. This is the reason that the City is paying out on prior employees that resigned. Mark noted that he does not believe that there is anything for the City to take action on or reason to file an appeal.

P. Consideration of Proposals for Geotechnical Services – 2022 Street and Utility Improvement Project

– The City received proposals for exploration of subsurface conditions (soil borings) from American Engineering Testing (AET) for \$3,600.00 and Braun Intertec for \$4,550.00. Motioned by Barney, seconded by Flaten and was carried unanimously to approve the AET proposal for \$3,600.

Q. Spending City Funds – Golombeski noted that at the last meeting Council approved a lower levy amount than was suggested and he has been considering ways to cut costs. He noted that the City may want to cut the approximated \$8,000/year that the City spends on Dam Days. In his research he has found that other cities are not incurring cost for events of this nature. Golombeski stated that he will attempt to attend Dam Days meetings to discuss alternate funding for this portion of Dam Days.

R. Ellen Judd working during maternity leave – Ellen has requested permission to continue to work some hours during maternity leave such as helping with rounds and doing some reports as needed. The City Attorney noted it should be clear that Ellen would be voluntarily working, that the City is not asking her to work, and it is not required. Per Barney, Travis Mullenmeister's tentative return date is January 17th. Ellen will work with Travis to come up with a schedule.

8. Correspondence and Announcements: None

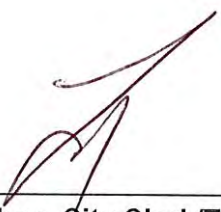
9. Claims and Accounts - Motioned by Barney, seconded by Murphy and was carried unanimously to approve claims and accounts and 2021 fire department wages.

10. Council Discussion and Concerns: None

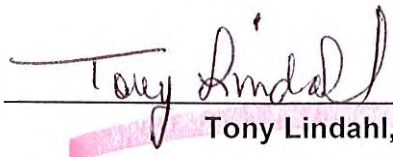
11. Adjournment: Motioned by Barney, seconded by Golombeski, and was carried unanimously to adjourn at 8:49 pm.

12. Next Meeting: Monday, February 7, 2022 – 7:00p.m.

Attest:



Lisa Duban, City Clerk/Treasurer

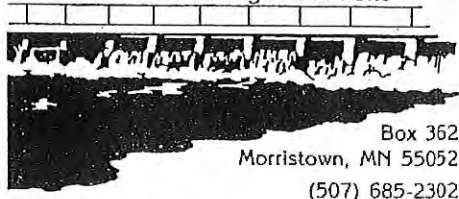


Tony Lindahl, Mayor

City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

Best Little Town By A "Dam Site"



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

MORRISTOWN CITY COUNCIL MEETING MINUTES EMERGENCY MEETING MINUTES 4:00 p.m. Monday, January 17, 2022

Council Present: Mayor Tony Lindahl, Linda Murphy, Ralph Barney, Tim Flaten

Others Present: Council Member Jake Golombeski via phone, City Clerk/Treasurer Lisa Duban, Rice County Sergeant Nathan Budin, Dan Morris, Adam Schlie, Mark Morris

Call to Order: Tony Lindahl called the emergency meeting of the Morristown City Council to order on Monday, January 17, 2022 at 4:05 p.m., in the Council Chambers, at 402 Division Street S., Morristown, MN.

Additions/Corrections to Agenda:

N/A

Additions/Corrections to Minutes:

N/A

1. New Business:

A. Rice County Sheriff's Department Public Fact Sheet/Notification of Release in Minnesota

– Council and citizens expressed their concerns. Sergeant Nathan Budin explained the 3 levels of sex offenders and the notification requirements for each. Discussion included whether there are any city ordinances that would impede a level 3 sex offender from moving into the city. Motioned by Flaten, seconded by Barney and was carried unanimously to hold a city informational/awareness meeting for residents on Monday, January 24, 2022 at 7PM pending the receipt of the required information necessary for this type of meeting.

Council Discussion and Concerns:

None

Adjournment:

Motioned by Flaten, seconded by Barney and was carried unanimously to adjourn at 4:57pm.

Next Meeting: Monday, February 7, 2022 at 7:00 p.m.

Attest:

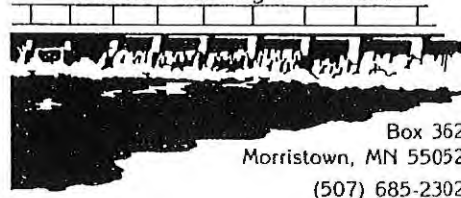
Lisa Duban, City Clerk

Tony Lindahl, Mayor

City of Morrystown

IN SOUTHERN MINNESOTA LAKES REGION

Best Little Town By A "Dam Site"



Box 362

Morrystown, MN 55052

(507) 685-2302

MORRISTOWN CITY COUNCIL MEETING MINUTES

Regular Meeting 7:00 p.m.

Monday, February 7, 2022

Council Present: Mayor Tony Lindahl, Linda Murphy, Ralph Barney, Jake Golombeski, Tim Flaten

Council Absent:

Others Present: City Attorney Mark Rahrick, Steve Nordmeier, Jack Schwichtenberg, Margaret Butler, Sharon Krenik, Pastor Elden, Travis Mullenmeister, Mike O'Rourke, Lisa Karsten, Leon Gregor, Todd Schmidtke, Bruce Morris, Jim Lonergan, Tom Judd, Roy Zimmer, Eric Lindberg, Sergeant Nathan Budin, Ellen Judd, City Clerk/Treasurer Lisa Duban.

1. **Call to Order:** Lindahl called the regular meeting of the Morrystown City Council to order on Monday, February 7, 2022 at 7:00 pm., in the Council Chambers, at 402 Division Street S., Morrystown, MN.
2. **Pledge of Allegiance:** The Pledge of Allegiance was recited.
3. **Additions/Corrections to Agenda:**
 - Addition: New Business Item B1** – LaCanne Electric bid for Wastewater Plant Sensors
 - Addition: New Business Item B2** – Ellen Judd TrainingMotioned by Flaten, seconded by Golombeski, and was carried unanimously to approve the Agenda with the addition of New Business item B1 and B2.
4. **Comments and Suggestions from Citizens Present:** Comments included: Bruce Morris noted that last year Rice County did not charge the City for policing of Dam Days but we did pay in 2019. Steve Nordmeier noted that the City of Waterville donates \$5,000 for Bullhead Days and they also cover the cost of their police and public work employees for time spent for Bullhead Days.
5. **Consent Agenda:**
 - A. **Police Report** – January 2022
 - B. **Fire Department Report** – January 2022 – Report pulled by Fire Chief Bruce Morris
 - C. **Public Works Report** – January 2022
 - D. **City Council Meeting Minutes** – Regular Meeting 1/3/22, Emergency Meeting 1/17/22
 - E. **Zoning Board Meeting Minutes** – January 20, 2022
 - F. **Financial Reports Month Ending** – January 31, 2022 (Cash Control Stmt, Interim Financial Report YTD, Account Balances)Motioned by Barney, seconded by Flaten, and was carried unanimously to approve the Consent Agenda minus the Fire Department Report. Bruce noted that the new rescue truck will be picked up this week. Motioned by Flaten, seconded by Barney, and was carried to approve the FD Report.
6. **Unfinished Business:**
 - A. **Development of parcels 20.27.1.75.002 & 20.27.1.50.005** – Eric Lindberg with Timber Ghost Realty attended on behalf of owner Don Olson. Also in attendance was Roy Zimmer the potential buyer.
 - City Attorney summary: these properties are zoned Agricultural and building a single-family home is a permitted use. Since subdividing is not being proposed at this time the subdivision regulations do not apply. The code states that lots need to have frontage on an improved public street and frontage is defined as "The straight line distance between the intersection of the side lot lines and the front lot lines" which essentially defines a front lot line. There are two possible interpretations of Section 152.068. The Zoning Board has interpreted Section 152.068 to require that the entire front yard must be adjacent to a public street. Another interpretation would be that the front yard must have frontage on an improved public street but does not require the public street to extend along the entire front yard. There appears to be at least a couple other lots in the city where the property owner's driveway extends directly from the end of a street. City code requires that driveways must be hard surfaced with asphalt

or concrete and it is up to Council to determine if this requirement make sense in the Agricultural district. The Zoning Board has stated that the proposed accessory buildings of 40' x 100' and 40' x 50' would not be permitted. However, the Agricultural code states that if the parcel is "actively engaged in the farming profession" the number and size requirements for accessory buildings do not apply. If a trunk water and sewer line are not available within 200 feet of the residence, well and septic can be used. From a zoning perspective, he does not have any reason to say that the culvert at the end of 2nd Street could not act as a driveway to the property and an engineer could be used to confirm the feasibility.

-Realtor Eric Lindberg Summary: he believes the culvert is structurally overrated for a driveway use but the owner/buyer could have an engineer confirm this. The approximate cost for a 1,000 foot driveway would be \$102,000 for asphalt and you would add \$30,000-\$40,000 for concrete which would be very prohibitive for a buyer. The owner has lost 3 buyers and would like to work with the City to see how he can move forward with the sale/development of these properties.

-Zoning Board Chairman Jim Lonergan summary: the proposed development from Roy Zimmer does not comply with many ordinances and should not be allowed.

-Council summary: they understand that it has been difficult to sell the property and they, along with the Zoning Board and City Attorney, will look at the city code and possible changes that could make development of this property less prohibitive.

B. Resolution 2022-3 Accepting Donation from Fire Relief Association – Motioned by Barney, seconded by Flaten, and was carried unanimously to approve Resolution 2022-3.

C. Part-Time Office Assistant Recommendation – Received 13 resumes. Five were interviewed by the Mayor and one council member. Motioned by Flaten, seconded by Barney, and was carried unanimously to offer the position to Jennifer Clark at \$18/hour for 15-25 hours/week and if Jennifer Clark declines, the position will be offered to Marjorie Herrley at \$18/hour for 15-25 hours/week.

7. New Business:

A. Water Tower Exterior Cleaning – Motioned by Barney, seconded by Flaten, and was carried unanimously to approve the KLM Water Tower Exterior Cleaning bid at a cost of \$8,900.

B. Water Tower Dry Tank Cleanout and Evaluation – Tom & Ellen Judd noted that typically you want to have it evaluated every 5 years and cleaned every 2-3 years. Motioned by Flaten, seconded by Barney, and was carried unanimously to approve the KLM Water Tower Dry Tank Cleanout and Evaluation bid at a cost of \$6,000.

B1. LaCanne Electric Bid for Sensors at Sewer Plan – Ellen Judd noted that the sewer plant has one master sensor that activates an alarm. This bid is for additional sensors, parts only and the labor will be estimated in the spring, that would allow monitoring of the sewer plan to be more efficient. Motioned by Murphy, seconded by Barney, and was carried unanimously to approve a purchase from LaCanne Electric bid in the amount of \$988.30.

B2: Ellen Judd Training Request – Motioned by Barney, seconded by Flaten, and was carried unanimously to approve Ellen Judd to attend Exam Refresher Training on 3/23/22 and 3/24/22 at a cost of \$260, to take her Wastewater B Certification Exam on 3/25/22 at a cost of \$55, and be reimbursed for approximately \$250 in mileage for a total cost to the City of \$565.

C. Burn Permit for Compost Site & Fence Bids – Ellen Judd noted that for our compost site burn permit to be approved site we need to install a fence to limiting access, post hours of operation, and burning must occur 100 feet from roadways. Ellen received bids from Bryan Brazil Fencing for \$4,450 for a chain-link fence and \$4,280 for a woven wire fence. Steve Nordmeier noted that in the past the Morristown Fire Department has approved the burn permits through the DNR vs. getting a burning permit directly from the DNR and these requirements did not apply. Steve will look into and report back.

D. Resolution 2022-6 Designating 2022 Fire Department Elected Officials and Pay - Motioned by Flaten, seconded by Barney, and was carried unanimously to approve Resolution 2022-6.

E. Resolution 2022-7 Approving 2021 Fire Department Service Credit Report - Motioned by Flaten, seconded by Barney, and was carried unanimously to approve Resolution 2022-7.

F. Resolution 2022-8 Accepting Resignation of John Ankrum - Motioned by Flaten, seconded by Barney, and was carried unanimously to approve Resolution 2022-8.

G. Part time Community Center Custodian – Motioned by Barney, seconded by Murphy, and was carried unanimously to advertise for Part-Time Community Center Custodian for approximately 10 hours/week at \$15-\$18/hour depending on experience and open until filled with the snow removal being an optional job duty. Motioned by Barney, seconded by Flaten, and was carried unanimously to hire Isaac Murphy as a part-time custodial assistant at \$14/hour. Isaac has worked 8 hours to date.

H. Rice County Sheriff Annual Safety Education Program Donation – The City donated \$50 in 2019 and \$100 in 2021. No motion by Council.

- I. **304 Division Street N. Excess Vehicles** – Motioned by Murphy, seconded by Barney, and was carried unanimously for the City Clerk and City Attorney to create and send a letter to the residents stating that the property is in violation with our code and needs to comply with our parking ordinance.
- J. **Annual Recycle Day** – Morristown Township has invited the City to again participate in Annual Recycle Day on Saturday, April 2, 2022 from 9am - 1pm at Timm's Trucking. Annual recycle day was not held in 2021 and the budgeted funds were used on compost site cleanup. 2022 budget for recycle day is \$6,640. In 2020 when council approved Recycle Day, they put in a stipulation that box springs/mattresses would not be accepted. No motion, Council would not like to participate.
- K. **Animal Vaccination and Licensing** –The number of licenses has drastically reduced since 2019 when the last vaccination clinic was offered (113 in 2019, 29 in 2020 and 16 in 2021). The Clerk has reached out to clinics in Faribault, Janesville, Waseca, Kenyon, Lonsdale & various mobile vets none of which are willing to participate. Possible options include enforcing dog licensing with fee, enforcing dog licensing and waive fee, waive dog licensing requirement for the 2022-2023 licensing period or eliminate dog licensing. Murphy will contact a vet clinic in Owatonna and report at next meeting.
- L. **Lisa Duban Compensation for hours over 35 scheduled hours and additional meeting pay** – Motioned by Flaten, seconded by Golombeski, and was carried unanimously to approve payment of additional compensation to Lisa Duban in the amount of \$828.05 for hours worked over 35 hours/week from 10/31/21 through 2/5/22. The request to be compensated at a rate of 1.5 times pay for meetings outside of regular business hours will be tabled until next meeting.
- M. **Temporary Covid Leave Policy** – As of 9/30/21 all federal incentives that assisted with paid leave due to covid ended. This is a temporary policy retroactively in effect 10/1/21 through 12/31/22 created with the help of LMC and the City Attorney offering full time employees 80 hours of covid pay leave over and above PTO. Motioned by Barney, seconded by Murphy to approve the Temporary Covid Leave Policy. Vote was 2 for, 3 opposed; motion failed. Opposition would like more information and may re-address.
- N. **Travis Mullenmeister Unpaid Leave, Reduced Hours, Return to Full Time** – Motioned by Flaten, seconded by Golombeski, and was carried unanimously to approve unpaid leave for Travis Mullenmeister from 12/11/21 through 2/6/22, a reduced work schedule of 4 hours/day starting 2/7/22, and return to full time hours at some future point when he his clear to go back to full-time hours.
- O. **Travis Mullenmeister Annual Review** – Travis is requesting the review to be closed. Motioned by Flaten, seconded by Golombeski, and was carried to close the regular meeting for Item O.

Closed Meeting

Motioned by Flaten, seconded by Golombeski, and was carried unanimously to close the closed meeting for Item O and open the regular meeting. Motioned by Murphy, seconded by Barney, and was carried unanimously for a 3% merit increase for Travis Mullenmeister effective 2/7/22.

8. Correspondence and Announcements:

- A. Rice County has designated city halls throughout the county as Mask Distribution Sites and we were fortunate enough to receive 300 N99 masks to distribute. These are intended for personal use only.
- B. Rice County Sheriff's office dropped off a bunch of gun locks that are free to the public.

9. **Claims and Accounts** - Motioned by Barney, seconded by Golombeski and was carried unanimously to approve claims and accounts.

10. **Council Discussion and Concerns:** Barney noted that last Thursday, Friday and Saturday he was up at the Capitol lobbying for the 2022 Street Project. He will be going back up this week.

11. **Adjournment:** Motioned by Golombeski, seconded by Barney, and was carried to adjourn at 9:25 pm.

12. **Next Meeting:** Monday, March 7, 2022 – 7:00p.m.

Attest:

Lisa Duban, City Clerk/Treasurer

Tony Lindahl, Mayor

City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

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

MORRISTOWN CITY COUNCIL MEETING MINUTES Regular Meeting 7:00 p.m. Monday, March 7, 2022

Council Present: Mayor Tony Lindahl, Linda Murphy, Ralph Barney, Jake Golombeski, Tim Flaten
Council Absent:

Others Present: City Attorney Mark Rahrlick, Steve Nordmeier, Danny Morris, Jack Schwichtenberg, Margaret Butler, Sharon Krenik, Pastor Elden, Travis Mullenmeister, Leon Gregor, Todd Schmidtke, Bruce Morris, Jim Lonergan, Tom Judd, Tim Minske, Tom Olinger, Kelsey Larson, Brent Kavitz, Doug Scott, City Clerk/Treasurer Lisa Duban.

1. **Call to Order:** Lindahl called the regular meeting of the Morristown City Council to order on Monday, March 7, 2022 at 7:03 pm., in the Council Chambers, at 402 Division Street S., Morristown, MN.
2. **Pledge of Allegiance:** The Pledge of Allegiance was recited.
3. **Additions/Corrections to Agenda:**
 - Addition: New Business Item D1 – LaCanne Electric bid for VFD connection
 - Addition: New Business Item S – Fergus Power Pump Biosolid RemovalMotioned by Barney, seconded by Murphy, and was carried unanimously to approve the Agenda with the addition of New Business item D1 and S.
4. **Comments and Suggestions from Citizens Present:** None
5. **Presentations:**
 - A. Abdo 2021 Financial Audit Presentation
 - B. SEH Plans and Specifications for the 2022 Street & Utility Improvement Project - Council would like to see the use of perforated 6" drain tile (approx. \$10/ft) for drainage versus the 8" pvc pipe noted on the plans presented (approx. \$40/ft). Council would also like to consider having the entire maintenance shop parking lot along 2nd street paved. Motioned by Barney, seconded by Flaten, and was carried unanimously to add the extension of new pavement, which would include mill and overlay at a cost of approximately \$12,000, all the way to the south end of 2nd Street SW.
6. **Consent Agenda:**
 - A. Police Report – February 2022
 - B. Fire Department Report – February 2022
 - C. Public Works Report – February 2022
 - D. City Council Meeting Minutes – February 7, 2022
 - E. Zoning Board Meeting Minutes – February 17, 2022
 - F. Financial Reports Month Ending – February 28, 2022 (Cash Control Stmt, Interim Financial Report YTD, Account Balances)
 - G. Resolution 2022-15 Reestablishing Precincts and Polling Places
 - H. Resolution 2022-16 Designating Polling Places for 2022 ElectionsLindahl noted that he and the City Clerk have discussed adding additional items to the Consent Agenda that are routine in nature and can be approved by one motion such as Items G and H. More items of this nature will be added to the Consent Agenda in the future. There will be no separate discussion of these items unless a Council Member or Citizen so requests, in which event, the item will be removed from the Consent Agenda and placed elsewhere on the Agenda. Motioned by Barney, seconded by Murphy, and was carried unanimously to approve the Consent Agenda.
7. **Unfinished Business:**
 - A. Part-time Custodian/Event Set-Up Position Update – No applications to date. Murphy noted that she and the Clerk have discussed having the set-up portion of this job description as optional which may

widen the applicant pool. Linda Murphy has been donating her time to clean City Hall and Community Center and has requested to be paid for her time until the position is filled. The City Attorney noted that a Council Member may not hold a full-time position with the City, if Council votes on hiring Murphy she should abstain from voting, and he will draft a Resolution for Council to approve regarding this matter. Motioned by Flaten, seconded by Barney, to pay Murphy \$14/hr for cleaning until the position is filled. Vote was 4 for, 0 opposed, Murphy abstained; motion passed.

- B. 304 Division Street N. Excess Vehicles – The residents have informed the city that they currently have 33 vehicles and plan to get rid of 10 in the next 2-3 weeks depending on snow, there are 8 household members that are of driving age with vehicles, and they are requesting to have 20 vehicles on site and may be willing to put up a privacy fence. Council would like the residents to reduce the number of vehicles to 8 by 4/3/22 and if so, Council will re-address at the April meeting.
- C. Temporary Covid Leave Policy – This policy was voted down at the 2/7/22 meeting. The LMC offers short term disability insurance which would cost the City approximately \$403/year to \$1,033/year versus approximately \$7,200 for the Temporary Covid Leave Policy if benefits were used in full. Motion by Barney, seconded by Golombeski, and was carried unanimously to approve payment of 80 hours of pay to Travis Mullenmeister for covid leave.
- D. Animal Vaccination and Licensing – Murphy has contacted the Owatonna Vet Clinic and they may be interested in offering the vaccination clinic in 2022 and she will have more information at the next meeting.
- E. Burn Permit for Compost Site & Fence Bids – Steve Nordmeier with the Morristown Fire Department has assisted the City in getting the burn permit. Conditions include installing a fence and posting hours of operation. The fire department has agreed to burn the current pile provided that the city come up with a plan/agreement to maintain the site in the future.

8. New Business:

- A. Resolution 2022-18 Approving Plans and Specifications and Ordering Advertisement for Bids for 2022 Street Project - Motioned by Barney, seconded by Golombeski, and was carried unanimously to approve.
- B. SEH Proposal for Construction Services for 2022 Street Project - Motioned by Barney, seconded by Murphy, and was carried unanimously to approve proposal at a cost of \$202,400.
- C. Jet Pump for Pump House on the Hill – Motioned by Barney, seconded by Murphy, and was carried unanimously to approve the Bemis Well Drilling estimate for \$2,295.
- D. VFD Drive for Well #1 – Motioned by Flaten, seconded by Golombeski, and was carried unanimously to approve the Bemis Well Drilling estimate for \$6,495 along with the Lacanne Electric estimate for hook up of the VFD drive for \$2,001.13.
- D1. LaCanne Electric bid for VFD connection – Addressed in previous motion.
- E. Chlorine Scale Replacement – Motioned by Flaten, seconded by Barney, and was carried unanimously to approve the Hawkins estimate for \$2,494.06.
- F. Travis Mullenmeister Training Request – Motioned by Barney, seconded by Flaten, and was carried unanimously to approve Travis Mullenmeister to attend Exam Refresher Training on 3/23/22 and 3/24/22 at a cost of \$260, to take his Wastewater D Certification Exam on 3/25/22 at a cost of \$55, and a 3 night hotel stay for approximately \$491 for a total cost to the City of \$806.
- G. Ordinance 2022-3 Amending Sections of the Zoning Code Related to Agricultural Zoned Properties – Motioned by Flaten, seconded by Golombeski, and was carried unanimously to hold a public hearing for this matter at the Zoning meeting on 3/17/22.
- H. Resolution 2022-9 Creation of Capital Reserve Fund (401) and Approving Funds Transfer of \$200,000 – Motioned by Barney, seconded by Flaten, and was carried unanimously to approve.
- I. Resolution 2022-10 Creation of Capital Reserve Fund (402) and Approving Funds Transfer of \$22,637 – Motioned by Flaten, seconded by Golombeski, and was carried unanimously to approve.
- J. Resolution 2022-11 Approving Funds Transfer to Parks Capital Reserve Fund (708) of \$18,800 – Motioned by Barney, seconded by Murphy, and was carried unanimously to approve. Council asked that the Clerk research and confirm the total donations for the Centennial park bathrooms are correct.
- K. Resolution 2022-12 Declaring the City of Morristown as Legal Sponsor of the Outdoor Recreation Project – Motioned by Flaten, seconded by Barney, and was carried unanimously to approve.
- L. Resolution 2022-13 Accepting Donation from American Legion Post 149 in the amount of \$25,100 to be used for the Babe Nordmeier Baseball Field outdoor recreation grant – Motioned by Flaten, seconded by Barney, and was carried unanimously to approve.
- M. Resolution 2022-14 Accepting Donation from Fire Relief Association in the amount of \$93,146.20 to be used for the Pumper Fund (\$73,146.20) and the (\$20,000) Babe Nordmeier Baseball Field outdoor

recreation grant application – Motioned by Flaten, seconded by Barney, and was carried unanimously to approve.

- N. Resolution 2022-17 Designating 2022 Fire Department Elected Officials and Pay – Motioned by Flaten, seconded by Barney, and was carried unanimously to approve.
- O. Spring Open Burning - Motioned by Flaten, seconded by Barney, and was carried unanimously to allow spring open burning from April 1- May 15, 2022 between the hours of 6 p.m. to 12 p.m. noon with no permit required.
- P. Seasonal Part-Time Outdoor Maintenance Position - Motioned by Flaten, seconded by Golombeski, and was carried unanimously to advertise for a Seasonal Part-Time Outdoor Maintenance Position for approximately 20-25 hours/week at \$15-\$18/hour depending on experience.
- Q. Council Member Mileage Reimbursement Request – Motioned by Murphy, seconded by Flaten, to pay Council member Barney milage reimbursement in the amount of \$280.85 for lobbying for the City at the state capital on 4 occasions and approve future reimbursement in the amount of \$800. Vote was 4 for, 0 opposed, Barney abstained; motion passed.
- R. Council Member Travel Request – Barney is anticipating an additional 11 trips to the Capital in March & April which equates to approximately \$800 in mileage reimbursement. Addressed in previous motion.
- S. Fergus Power Pump Biosolid Removal – Motioned by Barney, seconded by Flaten, and was carried unanimously to approve the Fergus Power Pump proposal for \$2,900.

9. Correspondence and Announcements:

- A. Rice County Public Health has designated Morristown City Hall as a Covid Test Distribution Site and we were fortunate enough to receive 90 at home Rapid Covid Tests to distribute for FREE. The only restriction is that they need to be for personal use. They are available to the public during city office hours and will be distributed on a first come, first serve basis with 2 tests allowed per household member. This will be posted on the City's website, and possibly the Community Center Sign board.

10. Claims and Accounts - Motioned by Barney, seconded by Flaten and was carried unanimously to approve claims and accounts.

11. Council Discussion and Concerns: Lindahl asked public works to put dirt in the hole across from the substation, to get a vehicle ready for the summer help, and come up with a plan to hook the generator up to the main shop. Flaten asked public works to chip ice out of catch basins to help with drainage.

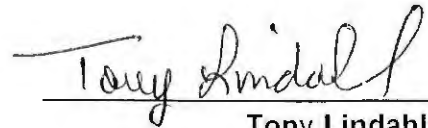
12. Adjournment: Motioned by Flaten, seconded by Golombeski, and was carried to adjourn at 9:25 pm.

13. Next Meeting: Monday, April 4, 2022 – 7:00p.m.

Attest:



Lisa Duban, City Clerk/Treasurer



Tony Lindahl, Mayor

City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

Best Little Town By A "Dam Site"



Box 362
Morristown, MN 55052

(507) 685-2302

MORRISTOWN CITY COUNCIL MEETING MINUTES Regular Meeting 7:00 p.m. Monday, April 4, 2022

Council Present: Mayor Tony Lindahl, Linda Murphy, Ralph Barney, Jake Golombeski, Tim Flaten
Council Absent:

Others Present: City Attorney Mark Rahrick, Randy Archambault, Mike O'Rourke, Jack Schwichtenberg, Lisa Karsten, Madalyn Miller, Brent Kavitz, Doug Scott, Travis Mullenmeister, Margaret Butler, Nathan Budin, Jim Lonergan, Joe Caldwell, Bruce Morris, Todd Schmidtke, Mark Morris, City Clerk/Treasurer Lisa Duban.

1. **Call to Order:** Lindahl called the regular meeting of the Morristown City Council to order on Monday, April 4, 2022 at 7:03 pm., in the Council Chambers, at 402 Division Street S., Morristown, MN.
2. **Pledge of Allegiance:** The Pledge of Allegiance was recited.
3. **Additions/Corrections to Agenda:**
 - Removal: Resolution 2022-19 Resolution Accepting Donation
 - Addition: Richard Gauthier for Seasonal Part-Time Outdoor Maintenance New Business Item MMotioned by Flaten, seconded by Golombeski, and was carried unanimously to approve the Agenda with the removal of Consent Agenda Item G and the addition of New Business Item M.
4. **Comments and Suggestions from Citizens Present:** None
5. **Presentations:**

Archambault: Proposal to Provide 96 Gallon Trash Containers at no additional cost – Randy Archambault would like to provide 96-gallon trash containers to the residents of Morristown at no additional cost to city or residents. He could pick up for the entire city using 2 arm trucks. This will help them to continue to provide a high-level service in a more consistent manner. If approved, they will order the containers which are 2-3 months out. Motioned by Barney, seconded by Golombeski, and was carried unanimously to approve Archambault to provide 96-gallon trash containers to residents.
6. **Consent Agenda:**
 - A. Police Report – March 2022
 - B. Fire Department Report – March 2022
 - C. Public Works Report – March 2022
 - D. City Council Meeting Minutes – Regular Meeting March 7, 2022
 - E. Zoning Board Meeting Minutes – March 17, 2022
 - F. Financial Reports – March 31, 2022 (Cash Control Statement, Interim Financial Reports YTD)
 - G. Resolution 2022-19 Accepting Donation – REMOVED FROM AGENDA
 - H. Resolution 2022-20 Appointing 2022 Election Judges
 - I. Resolution 2022-21 Approving Funds Transfer to Skywarn Capital Reserve Fund (706) for \$18,100
 - J. Resolution 2021-22 Resignation of Jennifer Clark effective 3/28/22
 - K. Claims and Accounts – 3/9/22 through 3/31/22
Travis Mullenmeister noted that he took the 2017 Dodge in for maintenance and a repair for approximately \$640 needs to be completed. Motioned by Flaten, seconded by Golombeski, and was carried unanimously to approve the Consent Agenda.
7. **Unfinished Business:**
 - A. Ordinance 2022-3 Amending Sections of the Zoning Code Related to Agricultural Zoned Properties - Motioned by Flaten, seconded by Golombeski, to approve. Mark Morris raised concerns regarding the ordinance change. Council discussed removing the height changes in the ordinance. Motion withdrawn. Council requested that a new draft be created for the next council meeting.

- B. Part-time Custodian Position Update – Motioned by Barney, seconded by Flaten, and was carried unanimously to offer the position to Jason Tlusty at \$18/hour for 5-10 hours/week and if Jason Tlusty declines, the position will be offered to Dylan Brody at \$18/hour for 5-10 hours/week.
- C. Seasonal Part-Time Outdoor Maintenance Position - Motioned by Flaten, seconded by Golombeski, and was carried unanimously to offer the position to John Schlie at \$18/hour for 15-25 hours/week and if John Schlie declines, the position will be offered to Jerry West \$18/hour for 15-25 hours/week.
- D. 304 Division Street N. Excess Vehicles – The residents of 304 Division Street N. were in attendance and described that the 4 vehicle maximum is a hardship for their family situation. They have removed some vehicles and will continue to do so. Council recommended they attend the next Zoning Meeting on 4/21/22 for their recommendation and in the meantime, they should continue to remove vehicles.
- E. Animal Vaccination and Licensing – Murphy noted that the Owatonna Vet Clinic is interested in offering a vaccination clinic for the City of Morristown provided there would be 50 or more registrants. Council suggested we see if the clinic can be held on 5/14/22 or 5/21/22 and then letters can be sent to residents to preregister/prepay. Murphy will work on getting prices and services for the resident letter.
- F. Burn Permit for Compost Site & Fence Bids – Steve Nordmeier confirmed that the Fire Department will not burn the pile unless an agreement has been made with someone to maintain the site. Murphy noted that Andy Matthes is not willing to agree to maintain the site until it is burned. Flaten suggested pulling out any debris, having the Fire Department burn the site, close the site down and restore the land back to its original condition. Motioned by Flaten, seconded by Golombeski, to start forward progress to make a plan to close the site down and restore it back to the property owner. Vote was 3 for, 2 opposed (Murphy, Barney); motion passed.
- G. Council Member Travel Request Update – Motioned by Murphy, seconded by Flaten, to approve future mileage reimbursement to Council member Barney for lobbying for the City at the state capital on 10 occasions in the amount of \$702. Vote was 4 for, 0 opposed, Barney abstained; motion passed.

8. New Business:

- A. Resolution 2022-23 Receiving Bids for 2022 Street and Utility Improvement Project - Motioned by Barney, seconded by Flaten, and was carried unanimously to approve.
- B. Resolution 2022-24 Declaring Cost to be Assessed, Ordering Preparation of Proposed Assessments, and Calling for Hearing on Proposed Assessment – Motioned by Flaten, seconded by Golombeski, and was carried unanimously to approve Resolution 2022-24 with the change from “of 4.00 percent” in paragraph 2 to “not to exceed 6.00 percent” and paragraph 6 to read “paid by October 31, 2022.”
- C. Warsaw Willing Workers 4-H Club Centennial Park Flower Planting – Lisa Karsten and Madalyn Miller are requesting permission for the 4-H club to clean out and replant the planters at Centennial Park as they have done for a number of years. Lisa Karsten also noted that they will be placing the stones for Justin Hunt’s tree. Motioned by Flaten, seconded by Golombeski, and was carried unanimously to approve the 4-H Club to plant flowers at Centennial Park.
- D. Archambault Proposal to Provide 96 Gallon Trash Containers at no additional cost – previously addressed under Presentations
- E. Resolution 2022-26 Accepting Applications for New Fire Fighters – Motioned by Flaten, seconded by Golombeski, and was carried unanimously to approve.
- F. Council & EDA Meeting Date change from 7/5/22 to 7/6/22 to Accommodate Bond Schedule of Events for 2022 Street Project – Motioned by Barney, seconded by Flaten, and was carried unanimously to approve.
- G. Ordinance 2022-4 Dog License Term Dates of May 1 - April 30 - Motioned by Flaten, seconded by Golombeski, and was carried unanimously to approve with license term dates from June 1- May 31.
- H. Golf Cart Permit Expiration on 3/31/22 and Stickers – Council reviewed. No comments.
- I. Resolution 2022-25 Approving Summary Publication of Ordinance 2022-3 – Struck from Agenda as Ordinance was not approved.
- J. City Hall/Community Center Emergency Fire Panel Replacement – replacement bids were received in the amounts of \$3,218.88 plus electric hook up estimated at \$350 for a total of \$3,568.88 from Fette Electronics and \$4,962 from GB Technologies. The Mayor approved an emergency purchase for Fette Electronics quote as there was no current fire monitoring at the time. Motioned by Barney, seconded by Flaten, and was carried unanimously to approve the Fette Electronics quote for \$3,568.88.
- K. Part-Time Office Assistant Recommendation – Motioned by Flaten, seconded by Barney, and was carried unanimously to offer the position to Terri Byers at \$15/hour for 15-25 hours/week.
- L. Park Portable Restrooms – Rent n’ Save out of Faribault offered restrooms for \$135/month/portable and Johnny on the Spot (new local business location) supplied a quote for \$130/month/portable. Council recommended that we do not have a portable at the baseball field and that the automatic locks for the restrooms be set to 9PM. Motioned by Flaten, seconded by Barney, and was carried

unanimously to approve the placement of 3 portable restrooms through the summer to be at the Mill, Centennial Park and the parking lot to the south of the Mill.

- M. Richard Gauthier for Seasonal Part-Time Outdoor Maintenance - Motioned by Flaten, seconded by Golombeski, and was carried unanimously to hire Richard for Seasonal Part-Time Outdoor Maintenance, in addition to his current part-time maintenance position, for 15-25 hours per week at his current rate.

9. Correspondence and Announcements:

- Morries Baseball Chili Feed, April 9th 5:00-7:30 at the Legion
- Spring Dinner, April 10th 11:00-1:00 at the Legion
- Easter Egg Hunt, April 16th 11:00 at the Community Center
- Bucs Night Out, April 22nd at the Community Center
- Fireman's Dance April 23rd at the Community Center

- 10. Council Discussion and Concerns:** Travis Mullenmeister and Ellen Judd expect to get test results from their wastewater license exams in 1-2 weeks.

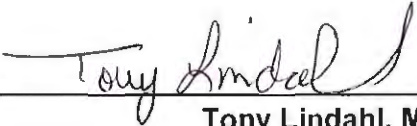
- 11. Adjournment:** Motioned by Flaten, seconded by Barney and was carried unanimously to adjourn at 8:41 pm.

- 12. Next Meeting:** Monday, May 2, 2022 – 7:00p.m.

Attest:



Lisa Duban, City Clerk/Treasurer

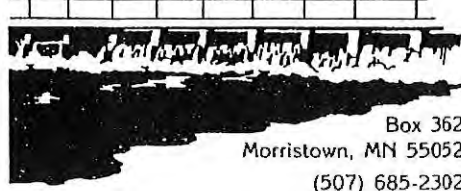


Tony Lindahl, Mayor

City of Morristown

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Box 362

Morristown, MN 55052

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MORRISTOWN CITY COUNCIL MEETING MINUTES

Regular Meeting 7:00 p.m.

Public Hearing 7:00 p.m. (2022 Street & Utility Project Assessment Hearing)

Monday, May 2, 2022

Council Present: Mayor Tony Lindahl, Linda Murphy, Ralph Barney, Jake Golombeski

Council Absent: Tim Flaten

Others Present: City Attorney Mark Rahrick, Marv Velzke, Mike O'Rourke, Jack Schwichtenberg, Lisa Karsten, Dave Schlie, Lynda Schlie, Terry Meschke, John Schlie, Kristen Barney, Margaret Butler, Sharon Krenik, Elden Eklund, Dennis Schmidtke, Michael Schumacher, Kristina Green, Steve Nordmeier, Leon Gregor, Joe Caldwell, Todd Schmidtke, Arnell Anderson, Bo Brunner, Kevin Green, Sue Schiefelbein, Mark Morris, Bob Lewis, Sue Lewis, Diane Pitan, Brent Kavitz, Doug Scott, Dalton Kosek, Nathan Budin, City Clerk/Treasurer Lisa Duban.

1. **Call to Order:** Lindahl called the regular meeting of the Morristown City Council to order on Monday, May 2, 2022 at 7:02 pm., in the Council Chambers, at 402 Division Street S., Morristown, MN.
2. **Pledge of Allegiance:** The Pledge of Allegiance was recited.
3. **Additions/Corrections to Agenda:**
 - Addition: New Business Item R - Independent Consultant for Budgeting and Grant Work
 - Addition: New Business Item S - Resolution 2022-33 Resignation of Tujwana Byers
 - Addition: New Business Item T - Brass Water MetersMotioned by Barney, seconded by Golombeski, and was carried unanimously to approve the Agenda with the addition of New Business Items R, S and T.

Motioned by Barney, seconded by Golombeski, and was carried unanimously to close the regular meeting and open the public hearing.

PUBLIC HEARING – 7:00 P.M. 2022 STREET AND UTILITY PROJECT ASSESSMENT HEARING

Public comments/questions included but were not limited to funding, mill and overlay areas, drainage, storm sewer and access. Motioned by Barney, seconded by Golombeski, and was carried unanimously to close the public hearing and open the regular meeting.

4. **Comments and Suggestions from Citizens Present:** Rick Vollbrecht suggested that we keep the porta potty at the baseball field for the entire summer vs. moving it after the ball field bathrooms are opened. Kristina Green suggested that more stop signs be place along her street because people drive very fast in that area.
5. **Presentations:** None
6. **Consent Agenda:**
 - A. Police Report – April 2022
 - B. Fire Department Report – April 2022
 - C. Public Works Report – April 2022
 - D. City Council Meeting Minutes – Regular Meeting April 4, 2022
 - E. Zoning Board Meeting Minutes – April 21, 2022
 - F. Financial Reports – April 30, 2022 (Cash Control Statement, Interim Financial Reports YTD)
 - G. Claims and Accounts – 4/1/22 through 4/30/22Motioned by Barney, seconded by Golombeski, and was carried unanimously to approve the Consent Agenda.

7. Unfinished Business:


- A. Ordinance 2022-3 Amending Sections of the Zoning Code Related to Agricultural Zoned Properties - Motioned by Golombeski, seconded by Barney, to approve. Murphy noted that she does not think that this is the direction that we want for the future of our agricultural property. Vote was 2 for, 1 opposed, 1 abstained. City Attorney Rahrlick noted that for an ordinance amendment a 3/5th's vote is required. Motion failed.
- B. Resolution 2022-25 Approving Summary Publication of Ordinance 2022-3 - Struck from Agenda as Ordinance was not approved.
- C. 304 Division Street N. Excess Vehicles – Lindahl noted that the residents have cleaned up the property quite a bit and contacted city hall on 5/2/22 to report that they currently have 12 vehicles on site. The Zoning Board noted at the 4/21/22 meeting that the property is in the R-1 Zone which cannot be changed to commercial or industrial as it is being used as a single-family residence. The Zoning Board recommended that Council abide by the current parking ordinance unless they want to change it city wide. Murphy noted concerns with the vehicles that are not operable and unlicensed. Motioned by Murphy, seconded by Golombeski, and was carried unanimously to allow the residents an additional 30 days to remove or correct any inoperable/unregistered/unlicensed vehicles and if not corrected, fines will apply thereafter.
- D. Animal Vaccination and Licensing – Motioned by Murphy, seconded by Barney, and was carried unanimously for the City of Morristown to host a vaccination clinic on June 18th, 2022 at the Community Center which will include pet vaccinations, heartworm and flea/tick pills provided that there are a minimum of 25 registrants with a maximum of 100 registrants.

8. New Business:

- A. Resolution 2022-27 Adopting Assessment for the 2022 Street and Utility Improvement Project - Motioned by Barney, seconded by Golombeski, and was carried unanimously to approve.
- B. Resolution 2022-28 Accepting Bid for the 2022 Street and Utility Improvement Project – Motioned by Barney, seconded by Golombeski, and was carried unanimously to approve.
- C. Consideration of Proposal in the amount of \$19,716 for Engineering Observations & Testing Services for the 2022 Street and Utility Improvement Project – Motioned by Barney, seconded by Murphy, and was carried unanimously to approve.
- D. Dam Days Participation – The City Council will participate in the Dam Days Parade. Motion by Murphy, seconded by Barney, and was unanimously carried for council to participate in the parade and spend up to \$800 in parade candy to be divided between the Dam Days Parade and the 4th of July Parade.
- E. Morristown Commercial Club Liquor License & Dam Days - Motioned by Barney, seconded by Murphy, and was carried unanimously to approve the transfer of the Morristown Commercial Club liquor license to Dam Days on June 3, June 4 & June 5, 2022 to serve alcohol at the beer garden and to approve a one-day temporary liquor license at Centennial Park for the BBQ Cook-off Contest on June 5, 2022.
- F. Liquor License Fees – Council agreed that fees should not be reduced for the upcoming licensing period.
- G. Liquor and Tobacco License Renewal - Motioned by Golombeski, seconded by Murphy, and was carried unanimously to approve the 2022 Liquor and Tobacco Licenses Issued by the City of Morristown.
- H. Advertisements on Scrolling message board – Murphy noted that there have been inquiries to advertise on the message board and is wondering if that is something that the city would like to take on or if it should be turned over to the commercial club. Council recommended that Linda do some research and work with the commercial club to come up with a proposal.
- I. Compost Site Options – Flaten explained via phone that the city does not have the resources or funds to operate the site so we may want to consider keeping it open on a volunteer basis or charge a fee on utility bills to cover the costs. Mike O'Rourke noted that residents may have telephone poles that could be used for fencing and Barney noted that the property owner is not opposed to having a fence installed. Council will continue research and work on getting a plan together. Motioned by Barney, seconded by Golombeski, and was carried unanimously to revoke the motion from the 4/4/22 council meeting to start a plan to close the compost site. Motioned by Barney, seconded by Murphy, and was carried unanimously to approve the purchase and install of a fence at the compost site not to exceed a cost of \$10,000 with materials to include telephone poles, chain link fence and gates.
- J. Resolution 2022-29 Standard Allowance Election for ARPA Funds - Motioned by Barney, seconded by Golombeski, and was carried unanimously to approve.
- K. Resolution 2022-30 Allocation of ARPA Funds to 2022 Rice County Sheriffs Contract. Motioned by Barney, seconded by Murphy, and was carried unanimously to approve.

- L. Resolution 2022-31 Honoring Veterans of the Korean War - Motioned by Barney, seconded by Murphy, and was carried unanimously to approve.
 - M. Resolution 2022-32 Honoring Vietnam Veterans - Motioned by Barney, seconded by Murphy, and was carried unanimously to approve.
 - N. LMCIT Liability Coverage Waiver/Faribo Insurance Agency & Approve Agents of Record - Motioned by Murphy, seconded by Barney, and was carried unanimously approve signing the LMCIT Coverage Form not to waive statutory limits.
 - O. Review of updated EDA Grant/Loan Contract and Application - Motioned by Barney, seconded by Murphy, and was carried unanimously to approve.
 - P. Unemployment charges update - \$3,559.06 due for 1st quarter 2022
 - Q. Review for Travis Mullenmeister Wastewater D License – Barney tabled until next month
 - R. Independent Consultant for Budgeting and Grant Work - Motioned by Golombeski, seconded by Barney, and was carried unanimously to hire Adam Uittenbogaard as an independent consultant.
 - S. Resolution 2022-33 Resignation of Tujwana Byers effective 5/2/22 – Motioned by Barney, seconded by Golombeski, and was carried unanimously to approve.
 - T. Water Meter Brass Fittings – Motioned by Murphy, seconded by Barney, and was carried unanimously to approve public works to sell the brass fittings from the water meters that were replaced and use the funds for the Centennial Park bathrooms.
9. **Correspondence and Announcements:**
Rice County 2022 Road Project: CSAH No. 15 (250th St. W) – Milling, reclamation and bituminous surfacing, shoulder paving and pavement markings on approximately 8.2 miles between the Morristown city limits and CSAH No. 45 (Albers Ave.). The roadway will be open to traffic, however, single lane closures and travel delay should be expected. A construction start date has yet to be determined. Work is expected to be complete in September. Mike O'Rourke noted that he and Flaten are working on a plan for the Centennial Park bathrooms.
10. **Council Discussion and Concerns:** Murphy noted that our new custodian has an opportunity to get a free carpet cleaner and sealer. Motioned by Barney, seconded by Murphy, and was carried unanimously to re-post for the office assistant position as previously posted.
11. **Adjournment:** Motioned by Barney, seconded by Golombeski and was carried unanimously to adjourn at 9:00 pm.
12. **Next Meeting:** Monday, June 6, 2022 – 7:00p.m.

Attest:



Lisa Duban, City Clerk/Treasurer



Tony Lindahl, Mayor

City of Morrystown

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Box 362
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(507) 685-2302

MORRISTOWN CITY COUNCIL MEETING MINUTES EMERGENCY MEETING MINUTES 8:00 p.m. Wednesday, May 11, 2022

Council Present: Mayor Tony Lindahl, Linda Murphy, Ralph Barney, Tim Flaten, Jake Golombeski

Call to Order: Tony Lindahl called the emergency meeting of the Morrystown City Council to order on Wednesday, May 11, 2022 at 8:00 p.m., in the Council Chambers, at 402 Division Street S., Morrystown, MN.

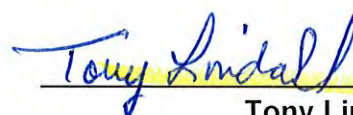
- 1. Call to Order:** Tony Lindahl called the emergency meeting of the Morrystown City Council to order on Wednesday, May 11, 2022 at 8:00 p.m., in the Council Chambers, at 402 Division Street S., Morrystown, MN.
- 2. City Clerk Resignation:** Motioned by Flaten, seconded by Murphy, and was carried unanimously to accept the resignation effective 5/24/22. Motioned by Murphy, seconded by Flaten, and was carried unanimously to hire a full time City Clerk at 40 hours/week starting \$22/hour depending on experience and accepting applications until 5/31/22. Motioned by Flaten, seconded by Golombeski, to hire a full time City Administrator at 40 hours/week starting \$30/hour depending on experience. Vote was 4 for, 1 opposed, 0 abstained; motion passed.
- 3. Street/Parking Lot Striping Bids:** The city received two bids for striping. Seykora Striping: \$2,432 and Seykora Asphalt: \$2,450. Council agreed to hold off on striping this year since we have a street project coming up and suggested that we hand paint the lines as needed.
- 4. Daikin Community Center Rental:** Motioned by Flaten, seconded by Murphy, and was carried unanimously to allow Daikin to rent the community center and allow an exemption for them to consume alcohol outside of the community center.

Adjournment:

Motioned by Murphy, seconded by Golombeski and was carried unanimously to adjourn at 9:09pm.

Attest:

Lisa Duban, City Clerk



Tony Lindahl, Mayor

City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

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Box 362

Morristown, MN 55052

(507) 685-2302

MORRISTOWN CITY COUNCIL MEETING MINUTES EMERGENCY MEETING MINUTES 8:15 p.m. Thursday, May 12, 2022

Council Present: Mayor Tony Lindahl, Linda Murphy, Ralph Barney, Tim Flaten, Jake Golombeski
Others Present: Travis Mullenmeister, Steve Nordmeier, Mike O'Rourke

Call to Order: Tony Lindahl called the emergency meeting of the Morristown City Council to order on Thursday, May 12, 2022 at 8:15 p.m., in the Council Chambers, at 402 Division Street S., Morristown, MN.

- Possible hiring options and City Clerk Resignation:** Flaten noted that he had spoken with the City Clerk and she would like to continue with her position but needs assistance in the office and would like to see forward progress from Council in hiring. Council discussed hiring a City Clerk/Administrator and what the job duties would entail. Council would like to move forward with hiring for a position but the details as to the position and job description will need to be created first. In the meantime, Ellen Judd from Public works will help in the office for 5-15 hrs/week. Council will also reach out to Jamie, a former City of Morristown City Clerk, to see if she is willing to come into the office and assess what position needs to be hired for and what duties each position will have in addition to assessing if some additional training needs to be done.
- Dam Days:** Motioned by Flaten, seconded by Golombeski, and was carried unanimously to close West Main Street from Division to Second Street for Dam Days from 12PM on June 1, 2022-June 6, 2022.

Adjournment:

Motioned by Murphy, seconded by Flaten and was carried unanimously to adjourn at 9:59pm.

Attest:

Lisa Duban, City Clerk

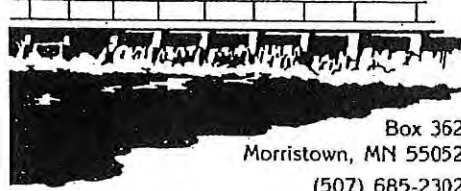


Tony Lindahl, Mayor

City of Morristown

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MORRISTOWN CITY COUNCIL MEETING MINUTES Regular Meeting 7:00 p.m. Monday, June 6, 2022

Council Present: Mayor Tony Lindahl, Linda Murphy, Ralph Barney, Jake Golombeski, Tim Flaten
Council Absent:

Others Present: City Attorney Mark Rahrlick, Jack Schwichtenberg, Brian Brunner, Jamie Walburn, Sharon Krenik, Elden Eklund, Sherrie Brunner, Bruce Morris, John Schlie, Doug Scott, Rick Vollbrecht, Todd Schmidtke, Margaret Butler, Mike O'Rourke, Kristen Barney, Virg Pilcher, Sue Pilcher, Lisa Karsten, Steve Nordmeier, Nathan Budin, Mark Morris, Ellen Judd, Travis Mullenmeister, Lisa Duban.

1. **Call to Order:** Lindahl called the regular meeting of the Morristown City Council to order on Monday, June 6, 2022 at 7:00 pm., in the Council Chambers, at 402 Division Street S., Morristown, MN.
2. **Pledge of Allegiance:** The Pledge of Allegiance was recited.
3. **Additions/Corrections to Agenda:**
 - Addition: New Business Item J – Minnesota Comfort Solutions Quote
 - Addition: New Business Item K – Public Works Safety EquipmentMotioned by Barney, seconded by Murphy, and was carried unanimously to approve the Agenda with the addition of New Business Items J and K.
4. **Comments and Suggestions from Citizens Present:** Steve Nordmeier thanked the city workers for their work before and after Dam Days and Linda Murphy for her cleanup efforts. Mike O'Rourke noted that he and Troy Dahle did some work on the Centennial Park Bathrooms and that they have been open since fishing opener.
5. **Presentations:** None
6. **Consent Agenda:**
 - A. Police Report – May 2022
 - B. Fire Department Report – May 2022
 - C. Public Works Report – May 2022
 - D. City Council Meeting Minutes – Regular Meeting 5/2/22
 - E. City Council Emergency Meeting Minutes - 5/11/22 & 5/12/22
 - F. Zoning Board Meeting Minutes – 5/19/22
 - G. Financial Reports – May 31, 2022 (Cash Control Statement, Interim Financial Reports YTD)
 - H. Claims and Accounts – 5/1/22 through 5/31/22
 - I. Resolution 2022-34 Resolution Accepting Resignation Rescission
 - J. Jamie Walburn May 2022 Invoice
 - K. Adam Uittenbogaard May 2022 InvoiceMotioned by Murphy, seconded by Barney, and was carried unanimously to approve the Consent Agenda.
7. **Unfinished Business:**
 - A. SEH Amendment to Professional Services Agreement (Supplemental Letter Agreement) for Easement Work – Doug Scott with SEH noted that this will add an estimated \$6,500 to the professional services agreement as easement work is outside the scope of the original contract. Motioned by Flaten, seconded by Barney, and was carried unanimously to approve.
 - B. Ordinance 2022-3 Amending Sections of the Zoning Code Related to Agricultural Zoned Properties – City Attorney Mark Rahrlick noted that this did not pass at the last meeting and would need three votes to pass. Murphy expressed concerned with passing this amendment. Council tabled for possible future discussion.

- C. Resolution 2022-25 Approving Summary Publication of Ordinance 2022-3 – Struck from Agenda as Ordinance was not approved.
- D. 304 Division Street N. Excess Vehicles Update – The City Clerk noted that the residents were sent a letter on 5/24/22 regarding inoperable vehicles and nuisance parking/storage to be corrected by 6/24/22. This item will be reviewed at the next meeting.
- E. Animal Vaccination and Licensing – Murphy noted that the Owatonna Vet Clinic will not be able to host the vaccination clinic this year. Council agreed that although we will not have the vaccination clinic we will continue to enforce the dog licensing ordinance for the 2022 licensing period.
- F. Compost Site Options – Flaten presented a proposal which included information on burning of the site, fence install, and resident access plan. Fire Chief Bruce Morris noted that the plan presented is sufficient for the Fire Department to agree to burn the debris at the site. Mike O'Rourke will get contact information to the city for citizens who are willing to hold site keys and check out for resident use.
- G. Council Member Travel Request Update – mileage reimbursement request for Barney in the amount of \$351.00. Motioned by Flaten, seconded by Golombeski, to pay out a reimbursement of \$27.85 for mileage. Vote was 3 for, 1 opposed, 1 abstained; motion passed.

8. New Business:

- A. Jamie Walburn Capital Reserve Project – Jamie presented her research on the general fund capital outlay balances from 2015-2021. Jamie suggested that Council review and determine if it makes sense to keep these balances or to transfer them to different budget items. Murphy suggested that Jamie and Ellen work together for the water, sewer, and public works budgets and capital improvement plans.
- B. Jamie Walburn Request for Reimbursement for Purchase of Liability Insurance - Motioned by Flaten, seconded by Golombeski, and was carried unanimously for reimbursement in the amount of \$425.
- C. Adam Uittenbogaard Project Update – Adam noted that he has been primarily working on the street project which is anticipated to start next Monday. He has been in contact with Tammy from Northland regarding the bond for the 2022 Street project and she is recommending that we move forward with a bond for the full amount of the construction estimate. Murphy requested clarification on the duties that are assigned to Adam, his qualifications for those assigned duties, and a maximum amount of time allowed for those duties. Flaten and Lindahl noted that Council approved the hiring of Adam with his duties being assigned at the direction of Council. City Attorney Mark Rahrick noted that it would be beneficial for Adam along with Council to know exactly what the duties are. Motioned by Murphy, seconded by Flaten, and was carried unanimously to assign Adam to work on bonding and grants.
- D. Adam Uittenbogaard Independent Consultant for Budgeting and Grant Work Clarification of Duties – addressed in previous motion.
- E. Hiring for City Clerk/Administrator and Job Descriptions – Flaten noted that Council may want to consider posting for both an Administrator/Clerk position but also an Administrator/Public Works Director position. Council reviewed the job descriptions for both positions. Motioned by Flaten, seconded by Murphy, and was carried unanimously to post for a full time City Administrator/Public Works Director at 40 hours per week and at \$35-\$40+/hours depending on qualifications along with posting for a full time City Clerk/Administrator at 40 hours per week and at \$25-\$35/hour depending on qualifications with the application period for both positions to close on 7/1/22.
- F. Discussion regarding additional Stop Signs on Main Street E – Lindahl noted that residents have expressed concerns with the speed of traffic in these areas. Flaten suggested that we request additional patrol and Murphy suggested that we place our traffic speed sign in this area. Council will discuss at a future time and after the street project is complete.
- G. Kevin Jacobson for Zoning Administrator – Motioned by Flaten, seconded by Murphy, and was carried unanimously to appoint Kevin Jacobson as the Zoning Administrator effective immediately.
- H. Email address for Ellen Judd – Motioned by Flaten, seconded by Murphy, and was carried unanimously to have a separate email address for Ellen.
- I. Travis Mullenmeister Wastewater D License – Barney noted that it was his understanding that employees were to be compensated when they received licenses and Travis now has his Class D Wastewater License. Flaten noted that in the past that employees were compensated for licenses when costs could be cut by eliminating subcontractors. Travis noted and Flaten confirmed that the discussion at the time of his hire was that if licenses were received additional compensation could be discussed. Flaten suggested that this be considered at his next review. Motioned by Murphy, seconded by Barney, and was carried unanimously to approve a \$0.25 raise for Travis to be in effect as of the date the license was received.
- J. Minnesota Comfort Solutions – Public works received a bid for a 5 year preventative maintenance agreement for the City Hall/Community Center HVAC system. Council suggested that we table this item

until public works is able to get additional bids and until the current heat and fire system problem is resolved. Travis noted he would look into getting additional bids.

- K. **Public Works Safety Equipment** – Travis noted that there was a sulfur dioxide leak at the wastewater plant on 6/6/22. Ellen Judd entered the area of the leak, inhaled some of the gas and noticed burning in her eyes. Ellen was taken to the Emergency Room. Travis contacted the Fire Department and the Rice County non-emergency line. Travis will have to babysit plant until the problem is fixed. Murphy asked if there are additional safety measures that need to be considered. Travis mentioned that there is a visual alarm, but it is difficult to see. Flaten suggested an audio alarm or outside light that would alert employees of an issue prior to entering the building. Public works will research additional safety measures.

9. Correspondence and Announcements:

Zoning Board Membership: The Zoning Board is in need of new members. Pass the word and contact City Hall for additional information.

- 10. Council Discussion and Concerns:** Council requested that Jamie Walburn and Ellen work together on the 2023 budget.

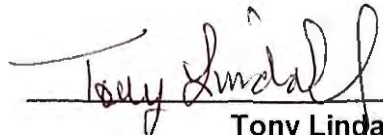
- 11. Adjournment:** Motioned by Flaten, seconded by Barney and was carried unanimously to adjourn at 9:32 pm.

- 12. Next Meeting:** Wednesday, July 6, 2022 – 7:00p.m.

Attest:



Lisa Duban, City Clerk/Treasurer

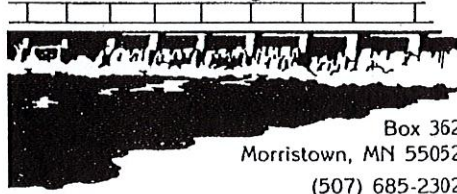


Tony Lindahl, Mayor

City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

Best Little Town By A "Dam Site"



Box 362

Morristown, MN 55052

(507) 685-2302

MORRISTOWN CITY COUNCIL MEETING MINUTES

Regular Meeting 7:00 p.m.

Monday, August 1, 2022

Council Present: Mayor Tony Lindahl, Linda Murphy, Ralph Barney, Jake Golombeski, Tim Flaten

Council Absent:

Others Present: City Attorney Mark Rahrick, Jack Schwichtenberg, Brian Brunner, Jamie Walburn, Bruce Morris, John Schlie, Mike O'Rourke, Peter Meidal, Leon Gregor, Steve Nordmeier, Ellen Judd, Todd Schmidtke, Jesse J Thomas, Travis Mullenmeister, Joe Caldwell, Kristen Barney, Troy Dahle.

1. **Call to Order:** Lindahl called the regular meeting of the Morristown City Council to order on Monday, August 1, 2022 at 7:00 pm., in the Council Chambers, at 402 Division Street S., Morristown, MN.
2. **Pledge of Allegiance:** The Pledge of Allegiance was recited.
3. **Additions/Corrections to Agenda:**
 - Addition: Consent Agenda Item K – Training for Travis Mullenmeister at \$664.36
 - Addition: Unfinished Business Item B – Compost cameras and an update
 - Addition: New Business Item P – 2022-40 Resolution establishing interest rate for the 2022 street project Motion by Flaten, second by Golombeski, and was carried unanimously to approve the Agenda with 3 additions.
4. **Comments and Suggestions from Citizens Present:** None
5. **Presentations:** None
6. **Consent Agenda:**
 - A. Police Report – July 2022
 - B. Fire Department Report – July 2022
 - C. Public Works Report – July 2022
 - D. City Council Meeting Minutes – Regular Meeting 7/6/22
 - E. Zoning Board Meeting Minutes
 - F. Financial Reports – 7/31/22 (Cash Control Statement, Interim Financial Reports YTD)
 - G. Claims and Accounts – 7/1/22 through 7/31/22
 - H. Resolution 2022-37 Resolution Accepting Resignation of Lisa Duban
 - I. Quote from Minnesota Pump Works
 - J. Jamie Walburn July 2022 Invoice
 - K. Training for Travis Mullenmeister at \$664.36
Motion by Flaten, second by Barney, and was carried unanimously to approve the Consent Agenda.
7. **Unfinished Business:**
 - A. 304 Division Street N. Excess Vehicles Update – Mark Rahrick noted that Lisa Duban asked for a draft citation. Due to him and Lisa being on vacation, the citation has not been sent yet.
 - B. Compost cameras and an update – Tony thanked the Fire Department for taking care of the burning at the compost site. Bruce noted that there were 115 volunteer hours spent for the two-day burning, and that it went well. Mike O'Rourke noted that the email is working well. It has been stopping commercial contractors and people from outside city limits from dumping. He also noted that he would still like to see cameras out there. Mike said Amazon has cameras that work remotely and it would cost roughly 400 dollars per year. Tim would like to see two cameras set up. Mike would also like to add new signs. Motion by Flaten, second by Barney, and was carried unanimously to approve the purchase of a camera for the compost site.
8. **New Business:**
 - A. 2022 Street Project Bond Sale Summary – Peter Meidal from Northland Securities presented. He stated that they were general obligation improvement bonds with a term of 20 years. They did not have

- a rating. They priced the bonds on July 21st, in the amount of \$2,065,000. Northland Securities underwrote the bonds, and the true interest cost came in at 4.05%.
- B. Resolution 2022-38 Awarding the Sale of General Obligation Improvement Bonds, Series 2022A for 2022 Street Project – Motion by Flaten, second by Golombeski, and was carried unanimously to approve Resolution 2022-38 Awarding the Sale of General Obligation Improvement Bonds.
 - C. Resolution 2022-39 Resolution Approving Post-Issuance Compliance Procedure and Policy for Tax-Exempt Governmental Bonds – Motion by Barney, second by Murphy, and was carried unanimously to approve Resolution 2022-39.
 - D. 2022 Street Project Application for Payment No. 1 – SEH gave an update on the street project. Watermain installation is complete, and storm pipe installation will start soon. He also noted that the alternate bid item was not done, so two assessments will be lowered. Motion by Golombeski, second by Flaten, and was carried unanimously to approve application for payment from Wencil Construction in the amount of \$353,061.39.
 - E. Selling of the Rescue Truck – Mark Rahrack stated that the Fire Department needs to consult another party to get the best price for the public. Motion by Flaten, second by Barney, and was carried unanimously to approve collecting bids for the truck until 5 p.m. next Monday, then opening bids and awarding the sale at Monday's meeting. Motion by Flaten, second by Barney, and was carried unanimously to allow Tony Lindahl and Ellen Judd sign the title.
 - F. Morristown Fire Relief Association Annual Audit Review – Leon Gregor presented the annual audit. He explained where their revenue comes from and what their liabilities were. Leon thinks the Fire Department has put themselves in a good position at the end of the year. Motion by Flaten, second by Barney, and was carried unanimously to allow Ellen Judd to sign the Fire Department's forms.
 - G. Fire Department Parking Lot Seal Coat Bids – Steve Nordmeier got bids for Fire Hall. Fire Department lot was paved in 2015. Bids were from Seal King and Bargaen. They would like to bring to the Fire Relief Association and see about funds. Motion by Flaten, second by Barney, and was carried unanimously to hire Seal King at \$7,939.00 to crack fill and seal coat the Fire Hall parking lot.
 - H. City Hall Parking Lot Seal Coat Bids – Steve Nordmeier got bids for the Community Center. Bids were from Seal King and Bargaen. Jamie Walburn mentioned the funds could be expensed from current line items. Motion by Linda, second by Barney, and was carried unanimously to hire Seal King at \$19,820.00 to crack fill and seal coat the Community Center parking lot.
 - I. Start Date and Pay rate for City Administrator/Public Works Director – Motion by Barney, second by Flaten, and was carried unanimously to approve Ellen Judd's payrate at 35 dollars per hour, 40 hours per week, retroactive 7/22/2022, with her pay allocated 60% general fund, 20% water, 20% wastewater, with a 60 day evaluation. Motion by Murphy, second by Flaten, and was carried unanimously to approve insurance going forward for all employees will be a separate line item, not an hourly pay, at 160 dollars per week.
 - J. Budget Work Session Dates - Motion by Barney, second by Flaten, and was carried unanimously to approve work session dates of 8/11/2022 and 8/18/2022 at 7 p.m.
 - K. Authorized Signer to Lake Country Community Bank – Motion by Flaten, second by Golombeski, and was carried unanimously to remove Lisa Duban from Lake Country Community Bank. Motion by Flaten, second by Golombeski, and was carried unanimously to add Ellen Judd to the checking account at Lake Country Community Bank.
 - L. City Clerk Position – Motion by Murphy, second by Flaten, and was carried unanimously to post a position for a city clerk at full-time, 40 hours/week, at 20-22 dollars per hour, open until filled. Motion by Flaten, second by Golombeski, and was carried unanimously to appoint Ellen Judd as interim city clerk.
 - M. Worker's Compensation Deductible - Motion by Flaten, second by Barney, and was carried unanimously to choose the regular premium option with zero dollar deductible.
 - N. Drive-In Movie at Community Center – Motion by Flaten, second by Murphy, and was carried unanimously to approve use of the community center parking lot and restrooms for the drive-in movie on August 19th, 2022 or August 20th, 2022.
 - O. Storm Sewer for American Legion – Motion by Barney, second by Golombeski, and was carried unanimously to approve the American Legion to tie into our catch basin for their downspouts, at no cost to the city.
 - P. 2022-40 Resolution establishing interest rate for the 2022 street project – Motion by Barney, second by Golombeski, and was carried unanimously to approve Resolution 2022-40, establishing interest rate for the 2022 street project.

9. Correspondence and Announcements:

A. Morristown City Offices up for election during the 2022 General Election to be held Tuesday, November 8, 2022 are Mayor two year term and Council Members two positions at four year terms. Filing for candidacy is open from Tuesday, August 2, 2022 through Tuesday, August 16, 2022.

B. National Night out on August 2nd. – Fire Department will be cooking hotdogs.

10. **Council Discussion and Concerns:**

A. Linda would like to add Brady to the payroll to help with set up since it's busy. Tony said to have him stop by and fill out the paperwork.

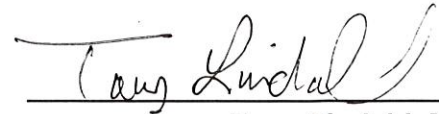
B. Public Works would like to change hydrant flushing to the second Wednesday of the month.

C. Tony will stop at City Hall tomorrow to go over public works applicants.

D. John Schlie brought up the fact that a resident on Main St and Franklin has vehicles in the public parking lot and vehicles on his lots. There are concerns about items on the sidewalk. Tony will stop and talk to him about it.

11. **Adjournment:** Motion by Flaten, second by Barney, and was carried unanimously to adjourn at 8:13pm.

12. **Next Meeting:** Tuesday, September 6, 2022 – 7:00p.m.



Tony Lindahl, Mayor

Attest:

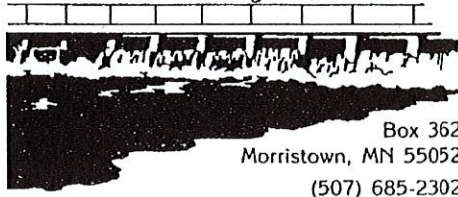


Ellen Judd, Interim City Clerk

City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

Best Little Town By A "Dam Site"



Box 362

Morristown, MN 55052

(507) 685-2302

MORRISTOWN CITY COUNCIL MEETING MINUTES Emergency Meeting 8:45 p.m. Wednesday, September 28, 2022

Council Present: Mayor Tony Lindahl, Linda Murphy, Jake Golombeski, Tim Flaten, Ralph Barney

Council Absent:

Others Present: City Administrator Ellen Judd, City Clerk Connie Medeiros

1. **Call to Order:** Lindahl called the emergency meeting of the Morristown City Council to order on Wednesday, September 28, 2022, at 8:45 pm., in office at City Hall, at 402 Division Street S., Morristown, MN.
2. **Pledge of Allegiance:**
3. **Additions/Corrections to Agenda:**
4. **Comments and Suggestions from Citizens Present:**
5. **Presentations:**
6. **Consent Agenda:**
7. **Unfinished Business:**
8. **New Business:**
 - A. Set Truth and Taxation Hearing Date – Motion by Flaten, second by Barney, and was carried unanimously to set the Truth and Taxation Hearing for December 5th, 2022 at 7:15 PM. Motion by Flaten, second by Golombeski, and was carried unanimously to not get paid for the emergency meeting on September 28th, 2022.
9. **Correspondence and Announcements:**
10. **Council Discussion and Concerns:**
11. **Adjournment:** Motion by Flaten, second by Golombeski, and was unanimously to adjourn at 8:46 p.m.
12. **Next Meeting:** Monday, October 3, 2022 – 7:00 p.m.

Tony Lindahl, Mayor

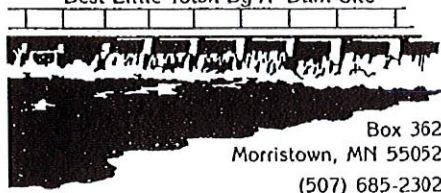
Attest:

Ellen Judd, City Administrator

City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

Best Little Town By A "Dam Site"



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

MORRISTOWN CITY COUNCIL MEETING MINUTES PUBLIC HEARING Regular Meeting 7:00 p.m. Monday, October 3, 2022

Council Present: Mayor Tony Lindahl, Ralph Barney, Linda Murphy, Jake Golombeski, Tim Flaten

Others Present: Ellen Judd (City Administrator), Connie Medeiros (City Clerk), David Walz, Margaret Butler, Jack Schwichtenberg, John Schlio, Dennis Schmidtke, Travis Mullenmeister, Tylor Wilson, Leon Gregor, Todd Schmidtke, Mike O'Rourke, Joe Caldwell, Tammy Mulder, Dean Mulder, Bruce Morris, Carla Minervin, Mike Sigerud

1. **Call to Order:** Lindahl called the meeting to order of the Morristown City Council to order on Monday, October 3, 2022, at 7:00 p.m., in the Council Chambers, at 402 Division Street S, Morristown, MN

2. **Pledge of Allegiance:** The Pledge of Allegiance was recited.

3. **Additions/Corrections to Agenda:**

4. **Comments and Suggestions from Citizens Present:** None.

5. **Consent Agenda:**

A. Police Report – September 2022

B. Fire Department Report – September 2022

C. Public Works Report – September 2022

D. City Council Meeting Minutes

E. Zoning Board Meeting Minutes

F. Financial Reports – 9/30/22 (Statement of Receipts, Interim Financial Reports YTD)

G. Claims and Accounts – 9/1/22 through 9/30/22

Motion by Flaten, seconded by Barney, and was carried unanimously to approve the agenda.

6. **Unfinished Business:**

A. 304 Division Street N. Excess Vehicles Update: Only a few cars remaining.

B. High Water Bill: Water and Sewer Leak Credit Policy presented by Ellen. Council are in favor of adopting policy with conditions set that homeowner sign up for EyeOnWater alerts. Motion by Linda, seconded by Tim, and was carried unanimously to approve adopting policy with conditions to set up alerts. Will be addressed at Special Meeting next month on new policy.

C. 313 Thruen Storm Drainage: Resident withdrew request.

D. Approving Sheriff's Contract: Motion by Flaten, seconded by Barney, and was carried unanimously to approve the Special Hearing to be held to revisit the Sheriff's Contract for Wednesday, October 26, 2022, at 7:00 p.m.

E. Community Center Floors: Commercial Club will donate \$1,000 towards redoing floors, or if Council comes up with an acceptable maintenance plan, the Commercial Club would be willing to pay half of the cost. City Administrator will reach out to contractor who is working on contract to schedule work for week of Thanksgiving. Motion by Murphy, seconded by Flaten, and was carried unanimously to approve budget of \$7000 to have the floors of the Community Center finished by Thanksgiving. To be revisited for any donation made by Commercial Club.

F. Community Center Sign: Proposed pricing was presented by Linda Murphy. Non-profits will be asked to pay only setup fee of \$10.00. Slots will be filled first come first serve. One slot/roll will remain open for hall rentals. Discussions are ongoing as to who/how the electric sign will be managed. Trial of 5 businesses to test in October.

7. **New Business:**

- A. Request for a Variance for Our Homes South: Variance approved for a wheelchair ramp, and permit allowed. Motion by Flaten, seconded by Barney, and was carried unanimously to approve the variance. Permit issued.
- B. Unsafe Trees on Boulevard: City Administrator will get 2 quotes for tree removal and present to homeowner with understanding that the cost will be assessed to their property taxes. City Clerk to send letter to homeowner at 101 Main Street E with unsafe tree on property to remove and/or upkeep.
- C. Sidewalk 101 2nd St.: They had just finished paying their sidewalk assessment – sidewalk was new. City had it ripped up to have all the city road project uniform. Remove \$1,741.56 from homeowners, assessment. City Administrator will reach out to City Attorney to reconfigure assessment.
- D. 2022 Street Project Application for Payment No. 3: Motion by Golombeski, second by Barney, and was carried unanimously to approved payment No. 3 of the 2022 Street Project.
- E. American Legion Sidewalk: Dennis Schmidtke presented concerns with sidewalk outside of Legion. The concerns stem from the fact that the sidewalk slopes and that patrons will get hurt on sidewalk. If nothing gets done Legion wants to know who is liable. Changes need to be made. SEH will look at plans on how to rectify problem. Council will speak with City Attorney with respect to ADA and variance and revisit issue at the next meeting.
- F. New Park Bathrooms: Council approves park bathrooms at Centennial Park. Earmark \$18,800 of park budget. Motion by Barney, seconded by Flaten, and was carried unanimously to approve Centennial Park bathroom project.
- G. Ordinance for grass in the road: Motion by Flaten, seconded by Barney, and was carried unanimously to approve City Attorney draw up city Ordinance with respect to grass clippings on public roads.
- H. Implement Final Bill Pay Policy: Motion by Flaten, seconded by Golombeski, and was carried unanimously to create policy crediting new homeowners any overage of payment in closing out utility bills from previous owners.
- I. Schedule Work Session for Enterprise Fund Budgets: Motion by Murphy, seconded by Flaten, and carried unanimously to schedule Work Session for October 26, 2022, at 8:00 p.m. Jamie Walburn.
- J. Repair Walk Bridge over the Dam: Motion by Murphy, seconded by Golombeski, and was carried unanimously to approve up to \$7,000 for repairs to walk bridge over dam. Work to be completed by city's public works department.
- K. Move Jerry West to full-time: Motion by Flaten, seconded by Murphy, and was carried unanimously to approve Jerry West as full time at current pay rate. Council will revisit pay rate at 6-month review.
- L. CD's at Lake Country Community Bank. Discuss with Jamie Walburn at Work Session on October 26th.
- M. Bathrooms at Baseball Field & Centennial Park: Public Works will close public bathrooms and porta potties November 1, 2022.
- N. Historical Society Log Cabin on City Property: Motion by Golombeski, seconded by Flaten, and carried unanimously to move the log cabin to city property as long as the placement is in compliance with City ordinances. City will insure and own the building at no cost to the city. Insurance and moving expenses will be covered by Historical Society.
- O. Connie Medeiros Email: Motion by Murphy, seconded by Flaten, and carried unanimously to have email set up.
- P. Connie Medeiros Signer at Lake Country Community Bank: Motion by Flaten, seconded by Murphy, and carried unanimously to add Connie as signee of all City's accounts and Bank Account.
- Q. Connie Medeiros Notary: Motion by Golombeski, seconded by Flaten, and carried unanimously to pay \$120.00 notary application fee.
- R. Resolution 2022-43 IRIS Recognizing National Pregnancy and Infant Loss Awareness Day on October 15, 2022: Motion by Barney, seconded by Flaten, and carried unanimously to adopt Resolution 2022-43.
- S. Keep Community Center open for walking in the evenings: Reach out to walking individual who made the inquiry and inform her of the conditions for walking in the winter evenings.
- T. Seasonal Part-time Snow Plowing: Motion by Murphy, seconded by Flaten, and carried unanimously to post seasonal snow removal position at pay rate of \$25.00/hr.
- U. Date to Certify Election Results: Motion by Flaten, seconded by Golombeski, and carried unanimously to schedule the certify election results for Monday, November 14, 2022, at 7:00 p.m.

- V. House at 204 Franklin St: Discuss with City Attorney the process to condemn home. Revisit with discussion at next council meeting.
- W. Travis Mullenmeister: Asked that his 40-hour work week be completed during week and rounds of 2 hours be overtime. Council will have a definitive answer at next council meeting.
- X. Seasonal Employees End Date: Council agreed that the seasonal employees will remain until city projects are completed.
- Y. Edward Jones Investments: Will discuss further with Jamie at the October 26th work session.
- Z. Change Order (Old Town sidewalk): Motion by Barney, seconded by Flaten, and carried unanimously to pay the change order in the amount of \$12,327.45.


8. Council Discussion and Concerns:

- A. Where are we with the Stop signs ordered. Public Works have them at the shop, and will work on placement.
- B. SEH question on 200 Franklin St concrete patch elevated, why? And tree stumps need to be removed
- C. Any feedback about road surfaces? SEH discussed with contractors to correct road surfaces in spring.
- D. City work truck is unrepairable, Council agreed, truck is not to leave city limits.
- E. Congrats to Travis for passing his class D water test.
- F. Mailboxes need to be moved back to original locations.

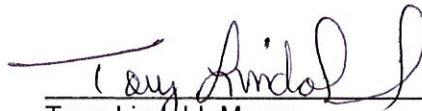
9. Adjournment: Motion by Barney, seconded by Flaten, and carried unanimously to adjourn at 9:20 p.m.

10. Next Meeting: Monday, November 7, 2022 – 7:00 p.m.

Attest:



Connie Medeiros, City Clerk

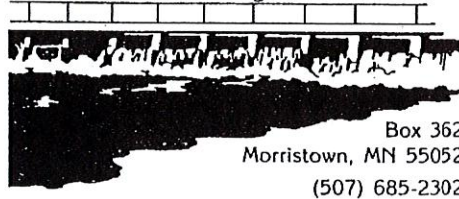


Tony Lindahl, Mayor

City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

Best Little Town By A "Dam Site"



MORRISTOWN CITY COUNCIL MEETING MINUTES

Regular Meeting 7:00 p.m.

Monday, November 7, 2022

Council Present: Mayor Tony Lindahl, Ralph Barney, Linda Murphy, Jake Golombeski, Tim Flaten

Others Present: Ellen Judd (City Administrator), Connie Medeiros (City Clerk), Travis Mullenmeister (Public Works), Marvin Velzke, Jack Schwichtenberg, John Schlie, Dennis Schmidtke, Mike O'Rourke, Leon Gregor, Margaret Butler, Steve Nordmeier, Joe Caldwell, Nathan Budin, Todd Schmidtke, Kristina Green, Doug Scott, Nick Preuss

1. **Call to Order:** Lindahl called the meeting to order of the Morristown City Council to order on Monday, November 7, 2022, at 7:00 p.m., in the Council Chambers, at 402 Division Street S, Morristown, MN
2. **Pledge of Allegiance:** The Pledge of Allegiance was recited.
3. **Additions/Corrections to Agenda:** None.
4. **Comments and Suggestions from Citizens Present:** None.
5. **Consent Agenda:**
 - A. Police Report – October 2022
 - B. Fire Department Report – October 2022
 - C. Public Works Report – October 2022
 - D. City Council Meeting Minutes - Regular Meeting October 3, 2022
 - E. Zoning Board Meeting Minutes – Meeting was cancelled.
 - F. Financial Reports – 10/31/2022 (Statement of Receipts, Interim Financial Reports YTD)
 - G. Claims and Accounts – 10/1/2022 through 10/31/2022Motion by Flaten, seconded by Barney, and was carried unanimously to approve the agenda.
6. **Unfinished Business:**
 - A. 304 Division Street N. Excess Vehicles Update: Clean up has been appropriately completed.
 - B. High Water Bill: Water Reduction Policy in place. Motion by Linda, seconded by Jake, and was carried unanimously to approve adopting Water Reduction Policy. Motion by Tim, seconded by Ralph, and was unanimously carried to approve the adjustment to water bill at 103 4th Street, SW.
 - C. Approving Sheriff's Contract: Motion by Tim, seconded by Ralph and was carried unanimously to approve Rice County Sheriff's Contract for 60 hours pending discussion with City Attorney and County with respect to language. Noted one council member abstained.
 - D. Community Center Floors: \$4,000 added to the budget for next year, week of thanksgiving work will be performed. No maintenance plan established. Contractor will visit yearly to review. Commercial Club will discuss at their next meeting – paying for half of the costs.
 - E. Community Center Sign: Trial period is for spacing (5-10 slots available) – trial has been successful.
 - F. Back-up Snowplowing Position: Motion by Tim, seconded by Ralph, and was carried unanimously to hire R. Gauthier and J. Schlie for seasonal part-time snow removal position at the rate of \$25.00. And to continue search for another part-time snow removal on-call employee.
 - G. American Legion Sidewalk: D. Schmidtke will present to Legion Board options from City Attorney and City (i.e., sell portion of sidewalk to city; convey easement of sidewalk to city) City's easement to the sidewalk, Legion to maintain sidewalk. Mitigation of the sidewalk cannot be completed this year - at this point a prevention plan needs to be put in place for the winter. Follow up from the Legion at December meeting with respect to proposals and monetary issues.
 - H. Final Bill Pay Policy: Motion by Tim, seconded by Jake, and carried unanimously to have a Special Meeting on December 5th to accept amended Ordinance 51.54 to include the new language to overpayment of utility billing.
 - I. 204 Franklin St W: City Attorney will contact executor of the property to arrange for inspection and update property to code and process going forward. Follow-up/update at December meeting.
 - J. Bids for Snow Plowing: Motion by Jake, seconded by Tim, and was carried unanimously to approve Timm's contract as presented including cleaning downtown.

- K. Log Cabin, Historical Society: Coverage should be comparable to the Schoolhouse. Ellen to check on insurable value of log cabin and present at December meeting.
- L. Sidewalk 101 2nd St.: Motion by Ralph, seconded by Jake, and carried unanimously to approve the Special Assessment to forward to Rice County excluding the amount for sidewalk at 101 2nd St.

7. New Business:

- A. Resolution 2022-44 Polling Place Designation: Motion by Ralph, seconded by Tim, and carried unanimously to accept Resolution 2022-44 Polling Place Designation.
- B. Three-month review for Ellen Judd: Requested closed hearing.
- C. Post for a Community Center Event Set-up Position: Motion by Linda, seconded by Tim, and carried unanimously to post position at payrate of \$20-\$25/hr.
- D. Delinquent Utility Bills: Directed to send Delinquent letters as soon as possible for balances of outstanding amounts.
- E. Schedule Work Session and Public Hearing for Master Fee Schedule: Motion by Linda, seconded by Tim, and carried unanimously to schedule a Work Session on November 30th at 7:00 p.m. Motion by Tim, seconded by Jake, and carried unanimously to schedule a Public Hearing on December 5th to discuss Master Fee Schedule.
- F. Payment #4 Wencil Construction: Motion by Jake, seconded by Ralph, and carried unanimously to Payment #4 Wencil Construction in the amount of \$76,248.38.
- G. Ellen to work from home when needed: All council members have no problem.
- H. Fire Department/Community Center Roof Repairs: Motion by Tim, seconded by Ralph, and carried unanimously to accept Kato proposal of \$2,583.50 for repairs pending Fire Department meeting approving funding.
- I. Resolution 2022-46 A Resolution Approving Transfer of Funds from Edward Jones to Lake Country Community Bank Checking Account: Motion by Ralph, seconded by Tim, and carried unanimously to Resolution 2022-46 A Resolution Approving Transfer of Funds from Edward Jones to Lake Country Community Bank Checking Account.
- J. Resolution 2022-47 A Resolution Approving Transfer of Funds from Lake Country Community Bank Check Account to Lake Country Community Bank Money Market Account: Motion by Ralph, seconded by Tim, and carried unanimously to Resolution 2022-47 A Resolution Approving Transfer of Funds from Lake Country Community Bank Check Account to Lake Country Community Bank Money Market Account.
- K. Brush Pile/Compost Site: Motion by Tim, seconded by Jake, and carried unanimously to close Brush Pile/Compost Site for the season on November 21, 2022.

8. Correspondence and Announcements.

- A. Thank you to Coffee Club for buying three of the new council chairs, as well a new American flag. Requires a Resolution to accept donations. A resolution will be presented at December meeting for approval.
- B. Baseball field trees will be discussed at Work Session on November 30th at 7:30 p.m. with Baseball field association, and public works.

9. Council Discussion and Concerns:

- A. Walk bridge over dam – Klein Welding and Braith welding have both looked at it & are getting quotes made up
- B. Stop sign at Franklin and 2nd Street (it's a County road). No right of way is clearly marked.
- C. Open burn banned.

Meeting Closed:

Ellen's review – all in agreement that Ellen is doing exceptionally. Ellen is to now spend 6 hours a week in public works. Position as Director of Public Works. Needs to keep her licenses current. Set payrate to \$ to be discussed at work session for November 30th. Motion by Tim, seconded by Jake, and carried unanimously to close the Closed Meeting and Reopen Regular Meeting.

- D. Storage unit site – digging a whole, equipment is present on site. No permit pulled from City. Are they in City limits? Yes. Bring to Zoning Board's attention.
- E. Review of Council pay in December meeting.

10. Adjournment: Motion by Tim, seconded by Ralph, and carried unanimously to adjourn meeting.

11. Next Meeting: Monday, December 5, 2022 – 7:00 p.m.



Tony Lindahl, Mayor

Attest:

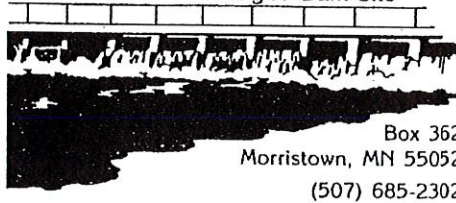


Connie Medeiros, City Clerk

City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

Best Little Town By A "Dam Site"



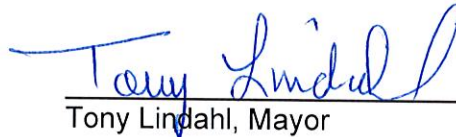
Box 362
Morristown, MN 55052
(507) 685-2302

MORRISTOWN CITY COUNCIL MEETING MINUTES Special Meeting 7:00 p.m. Monday, November 14, 2022

Council Present: Mayor Tony Lindahl, Ralph Barney, Linda Murphy and City Clerk Connie Medeiros
Call to Order: Lindahl called the meeting to order of the Morristown City Council on Monday, November 14, 2022, at 7:00 p.m., in the City Clerk's Office, at 402 Division Street S, Morristown, MN


1. New Business:

- A. Canvassing the Election Results. Motion by L. Murphy, seconded by R. Barney to accept the election results. Motion Carried.
- B. Motion by L. Murphy, seconded by R. Barney to not get paid for this meeting. Motion carried.
- C. Motion by L. Murphy, seconded by R. Barney to adjourn. Motion carried.



Tony Lindahl, Mayor

Attest:

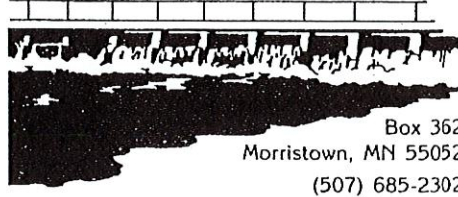


Connie Medeiros, City Clerk

City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

Best Little Town By A "Dam Site"



MORRISTOWN CITY COUNCIL MEETING MINUTES Regular Meeting 7:00 p.m. Public Hearing 7:00 p.m. (Master Fee Schedule) Public Hearing 7:15 p.m. (Truth in Taxation Hearing) Monday, December 5, 2022

Council Present: Mayor Tony Lindahl, Tim Flaten, Ralph Barney, Linda Murphy, Jake Golombeski

Others Present: Ellen Judd (City Administrator), Connie Medeiros (City Clerk), Jerry West (Public Works), Jack Schwichtenberg, Margaret Butler, Leon Gregor, Joe Caldwell, Bruce Morris, Dennis Schmidtke, Brian Brunner, Sharon Krenik, Elden Eklund, Todd Schmidtke, Kyle Green, Kristina Green, Steve Nordmeier

- 1. Call to Order:** Lindahl called the meeting to order of the Morristown City Council on Monday, December 5, 2022, at 7:00 p.m., in the Council Chambers, at 402 Division Street S, Morristown.
- 2. Pledge of Allegiance:** The Pledge of Allegiance was recited.
- 3. Additions/Corrections to Agenda:** None.
- 4. Comments and Suggestions from Citizens Present:**

Motion by Flaten, seconded by Barney and was carried unanimously to approve closing the regular meeting and open public hearing with respect to the Master Fee Schedule.

PUBLIC HEARING 7:00p.m. – MASTER FEE SCHEDULE: Citizen present asked how many changes were made – Lindahl replies all of them minus just a few. Peddlers stayed the same, zoning stayed the same, Water/Sewer access charges stayed the same, late fee on the water and reconnection fee stayed the same. Sign rental was newly added. *Motion by Flaten, seconded by Barney and was carried unanimously to close the public hearing and re-open the regular meeting.*

- 5. Consent Agenda:** - These items are considered to be routine and will be approved by one motion. There will be no separate discussion of these items unless a Council member or citizen so requests, in which event, the item will be removed from the Consent Agenda and placed elsewhere on the agenda.
 - A. Police Report – November 2022
 - B. Fire Department Report – November 2022
 - C. Public Works Report – November 2022
 - D. City Council Meeting Minutes – Regular Meeting 11/7/2022 and Special Meeting 11/14/2022
 - E. Zoning Board Meeting Minutes – No meeting was held - no quorum
 - F. Financial Reports – 11/30/22 (Statement of Receipts, Interim Financial Reports YTD) – to come in separate email
 - G. Claims and Accounts – 11/1/22 through 11/30/22

Motion by Barney, seconded by Murphy and was carried unanimously to approve the Consent Agenda.

Motion by Flaten, seconded by Barney and carried unanimously to close regular meeting and open public hearing on Truth in Taxation.

PUBLIC HEARING 7:15p.m. – TRUTH IN TAXATION HEARING

Resident question about property tax increase with respect to his agricultural zoned property. How/why did his agricultural property tax increased such a significant amount. His land has no actual access from any road. He will contact County for answers with respect to his agricultural property taxes. His goal is to remove the land from city limits. Mark will send over Statute regarding agricultural properties and taxes.

Motion by Flaten, seconded by Golombeski and carried unanimously to close public hearing on Trust in Taxation and open regular meeting.

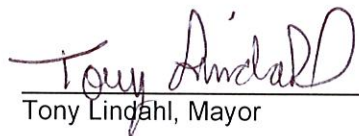
6. Unfinished Business:

- A. Grass/Snow in Road Ordinance – Draft from Mark. Mark will have a final at next council meeting.
- B. American Legion Sidewalk – Legion would like to give city the easement to the sidewalk. Nothing can be done for now with respect to mitigation of sidewalk during wintertime. Legion/City will wait and see what happens this winter and revisit the issues, if any, in May.
- C. Christmas Tree Drop Off Day – Tuesday, January 10 through Saturday, January 14 Christmas trees may be left out on the property curb for pickup. Trees must be clean of all decorations.
- D. Event Set Up Position – No applicants have applied. L. Murphy declined back pay. *Motion by Flaten, seconded by Golombeski and carried to backpay Isaac and Brady Murphy at the rate \$20.00/hr. for Community Center set up work performed and raise their pay to \$20/hr. going forward. Noted Murphy abstained. Motion by Flaten, seconded by Golombeski and carried to raise L. Murphy's rate of pay to \$25/hr. going forward on Community Center set up. Noted L. Murphy abstained.*
- E. Condemning House on Franklin St. – City Attorney presented. Owner of property is in nursing home. Son is guardian and taking care of property as best he can. The home cannot be sold for less than market value. He wants to sell home. He will contact real estate company and put the home on the market.
- F. Signage on Franklin & 2nd St NE – If city wants to pursue signage on the road it will need a unanimous vote from council stating that the city wants a sign there. (Meeting minutes will need to be sent to County). County will then bring it to County meeting and vote thereof. *Motion by Murphy, seconded by Flaten and carried unanimously to make a request to County for a traffic control sign on Franklin and 2nd, NE.*

7. New Business:

- A. SEH, Tom Madden presented Wastewater Facility Plan – Tom Madden presented the next steps for the City to take to move forward with the Facility Plan for the Morristown Wastewater Treatment Plant. He asked City Council's thoughts on the growth of the town over the next 20 years. The Council chose the 5% growth option that was offered. The next step was deciding what to do about the wide range of data coming from the flow meter at the plant. He expressed the concern that the plant design could be inaccurate due to the discrepancies between the flow meter and the lift station run times. He suggested doing the upgrades in two phases, starting with the flow meter. Tim Flaten and Ellen Judd expressed their concern with being able to get grants if the project is reduced in size. Tom Madden agreed, and the decision was made to come up with an alternative method of increasing the accuracy of the flow meter using cheaper options. Tom Madden and Ellen Judd will discuss at a later date and come up with a plan.
- B. Resolution 2022-50 - A Resolution Adopting the Final 2022 Property Tax Levy, Collectible in 2023 and the Final Budget for 2023 -
- C. Connie Pay Rate Review – *Motion by Murphy, seconded by Flaten and carried unanimously to increase the payrate to \$22/hr.*
- D. Ellen Judd Pay Rate Review and back pay – *Motion by Golombeski seconded by Barney and carried unanimously to raise payrate to \$40/hr. and backpay to last council meeting.*
- E. Resolution 2022-48 Resolution Accepting Donation – *Motion by Flaten, seconded by Barney and carried unanimously to accept Resolution 2022-48 Accepting Donations from the Coffee Club.*
- F. Vacating City Street – 3rd St SW, just south of Main St – Notice must be given to all neighboring properties. Do not want to land lock. Only one lot if sold will be landlocked. Requesting resident is only looking to vacate the alley between 2 houses. Requesting resident is going to wait and revisit vacating options in future.
- G. Resolution 2022-49 Transfer from Water Fund to the 2022 Street Capital Project Debt Fund - *Motion by Flaten, seconded by Murphy and carried unanimously to accept Resolution 2022-49 Transfer from Water Fund to the 2022 Street Capital Project Debt Fund.*
- H. Approve Amounts for Council/Zoning Board/Fire Fighters Pay – Fire Fighters Pay had previously been approved by Resolution. *Motion by Flaten, seconded by Barney and carried unanimously to approve the total \$7,950 annual pay amount to be paid to Fire Department officers. Motion by Flaten, seconded by Golombeski and carried unanimously to approve total \$6,150 annual pay amount to be paid to Mayor/City Council. Motion by Flaten, seconded by Golombeski and carried unanimously to approve total \$2,000 annual pay amount to be paid to the Zoning Board.*
- I. COLA 1/1/23 - Proposed 3% Increase – Council discussed. 0% COLA. No council member motioned.
- J. Audit Firm Quotes – 10 firms were contacted – only 3 responded with quotes; Burkhardt & Burkhardt at \$15,700; Oberloh & Oberloh at \$9,100; and Smith Larsen & Co. at \$11,500. Smaller firms are best for our City needs. Oberloh & Oberloh will come with a 3-year handshake agreement at the rate of \$9,100.00. *Motion by Flaten, seconded by Golombeski and carried unanimously to approve proposal by Oberloh & Oberloh.*
- K. Banyon – Fund Accounting, Payroll Module Quotes –\$7,700 for software and initial upfront cost and \$840 yearly for fund support and \$840 payroll support. This is very helpful and having customer support is essential. It also makes City more desirable to audit firms. *Motion by Flaten, seconded by Barney and carried unanimously to approve purchase of Banyon at the cost of \$7,700.*

- L. VacWagon – Public Works presented quotes from Cyclone Rake, DR Leaf & Lawn Vacuum, and Billy Goat DL. It was discussed to have these companies come and demo equipment to figure out which equipment would be better suited to the city’s needs. Permission by council to earmark \$5,000 for future purchase. *Motion by Murphy, seconded by Barney and carried unanimously to approve earmarking \$5,000 to purchase VacWagon.*
 - M. Walk Bridge Quotes – 3 quotes were presented to council. Kline Welding, Inc. (\$22,124.84); Welding Braith Fabricating (\$19,922.20); and Rice Lake Fabricating (presented 3 options at costs of \$20,192, \$23,411 and \$17,421 with stalling at \$7,800). Discussion ensued can we give the bridge back to DNR? Murphy asked if we could construct new bridge. Flaten asked if we are responsible for concrete underneath bridge. City Attorney mentioned that the DNR has many grants available. Mayor suggested to investigate grants from the DNR. Flaten suggested also including other bridge. City Administrator instructed to look into available grants.
 - N. City Administrator’s Report –
 - 1. Stop signs/Yield signs/Truck Route signs – County Engineers are reevaluating signage for the upcoming road project scheduled for 2023. We are allowed to purchase our own signs for truck routes. Engineers want to talk to council with respect to road project which is scheduled for 2023 is now being pushed back to 2024-2025.
 - 2. Historical Society is reviewing the coverage for the log cabin to see if it’s adequate.
 - 3. Community Center floors have been resurfaced in Great Hall.
 - 4. Kato Roofing – the roof repairs are completed and covered under original contract.
 - 5. Muddy Paws Dog Impound – they do not have capacity to accommodate anyone else.
 - 6. Edward Jones transfer – FD’s funds have been transferred into LCCB. Must be moved into Money Market account with City official’s signatures.
 - 7. Filing cabinets – City Hall is looking for tall 4 drawer filing cabinets.
 - 8. Jason is willing to do the cleaning of Great Hall. But not the set up and take down. *Motion by Flaten, seconded by Murphy and carried unanimously to approve having Jason take over the cleaning of the Community Center.*
 - O. Delinquency Report – Shut off letters will be sent out immediately to residents with outstanding balances.
 - P. Travis Mullenmeister Yearly Review – Not discussed due to Travis not being present for meeting.
8. **Correspondence and Announcements:** Christmas drawing on Saturday, December 17th at 2pm and parade of lights at 5:30p.m.
9. **Council Discussion and Concerns:** Tim Flaten thanked all for the last 7 years- welcomed the 2 new council members. Ralph also spoke and thanked the council.
10. **Adjournment:** *Motion by Flaten, seconded by Barney and carried unanimously to adjourn December 5th city council meeting.*
11. **Next Meeting:** Tuesday, January 3, 2022 – 7:00 p.m.



 Tony Lindahl, Mayor

Attest:

 Connie Medeiros, City Clerk