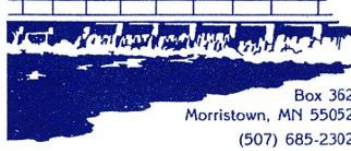


City of Morristown

Best Little Town By A "Dam Site"



MORRISTOWN CITY COUNCIL MEETING MINUTES Regular Meeting 7:00 p.m. Public Hearing 7:00 p.m. (Grass/Snow in Road Ordinance) Public Hearing 7:15 p.m. (Final Bill Pay Policy Ordinance) Tuesday, January 3, 2023

Council Present: Mayor Tony Lindahl, Jake Golombeski, Linda Murphy, Leon Gregor, Joe Caldwell

Others Present: Ellen Judd (City Administrator), Connie Medeiros (City Clerk), Jerry West (Public Works), Bruce Morris (Fire Dept.), Jack Schwichtenberg, Billy Seibel, Jesse Thomas, Steve Nordmeier, Jason Tlusty, Mark Brooks

1. **Call to Order:** Lindahl called the meeting to order of the Morristown City Council on Tuesday, January 3, 2023, at 7:00 p.m., in the Council Chambers, at 402 Division St., S, Morristown.
2. **Pledge of Allegiance:** The Pledge of Allegiance was recited.
3. **Oath of Office:** Mayor: Tony Lindahl, Council Members: Leon Gregor and Joe Caldwell
4. **Additions/Corrections to Agenda:** None.
5. **Comments and Suggestions from Citizens Present:**
6. **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 – December 2022
 - B. Fire Department Report – December 2022
 - C. Public Works Report – December 2022
 - D. City Council Meeting Minutes – Regular Meeting 12/5/2022
 - E. Zoning Board Meeting Minutes – No meeting in December
 - F. Financial Reports – 12/29/22 (Statement of Receipts, Interim Financial Reports YTD)
 - G. Claims and Accounts – 12/1/22 through 12/31/22
 - H. Resolution 2023-3 – A Resolution Designating the Official Newspaper for 2023

Motion by Golombeski, seconded by Caldwell and was carried unanimously to approve the Consent Agenda.

Motion by Gregor, seconded by Golombeski and was carried unanimously to close regular meeting and open public hearing on Grass/Snow in Road Ordinance.

PUBLIC HEARING 7:00p.m. – GRASS/SNOW IN ROAD ORDINANCE: City Attorney explained the changes to the ordinance to reflect snow/grass in public roadway. Letters and fines will be sent to violators.

**Motion by Murphy, seconded by Gregor and was carried unanimously to close public hearing and open regular meeting.*

Discussion with respect to Unfinished Business commenced.

**Motion by Caldwell, seconded by Gregor and was carried unanimously to close regular meeting and open public hearing on Final Bill Pay Policy.*

PUBLIC HEARING 7:15p.m. – FINAL BILL PAY POLICY ORDINANCE: City Attorney presented final bill pay policy ordinance.

Motion by Gregor, seconded by Caldwell and was carried unanimously to close public hearing and open regular meeting.

7. **Unfinished Business:**

- A. Event Set-up Position – Melanie Maniglia and Cheyenne Timm were interviewed: Both candidates were discussed with final approval given to offer position to Cheyenne Timm at payrate of \$25.00/hr. Murphy will also stay on to help the transition at the payrate of \$25.00/hr. *Motion by Murphy, seconded by Golombeski and was carried unanimously to offer position to Cheyenne Timm at the payrate of \$25.00/hr.*

8. **New Business:**

- A. Ordinance 2023-2 – Grass/Snow in Road Ordinance: *Motion by Caldwell, seconded by Gregor and was carried unanimously to approve Ordinance 2023-2 – Grass/Snow in Road Ordinance.*
- B. Ordinance 2023-3 – Final Bill Pay Policy Ordinance: *Motion by Murphy, seconded by Golombeski and was carried unanimously to approve Ordinance 2023-3 – Final Bill Pay Policy Ordinance.*
- C. Ordinance 2023-1 – Master Fee Schedule: *Motion by Gregor, seconded by Murphy and was carried unanimously to approve Ordinance 2023-1 Master Fee Schedule.*
- D. Resolution 2023-1 – Approving Summary Publication of Ordinance 2023-1: *Motion by Murphy, seconded by Caldwell and was carried unanimously to approve Resolution 2023-1 – Approving Summary Publication of Ordinance 2023-1.*

- E. Resolution 2023-4 – A Resolution Approving Transfer from Water Fund to Street Project Debt Fund: *Motion by Golombeski, seconded by Caldwell and was carried unanimously to approve Resolution 2023-4 – Approving Transfer from Water Fund to Street Project Debt Fund.*
- F. Resolution 2023-2 – Designating Authorized Signors for Official Depositories: *Motion by Murphy, seconded by Gregor and was carried unanimously to approve Resolution 2023-2 Designating Authorized Signors for Official Depositories.*
- G. Approve Annual Firefighter’s Wages for 2022: *Motion by Murphy, seconded by Golombeski to Approve Annual Firefighter’s Wages for 2022, noted that Caldwell and Gregor abstained.*
- H. 2023 City Community Appointments: *Motion by Murphy, seconded by Golombeski and was carried unanimously to approve the 2023 City Community Appointments.*
- I. Council Meeting Dates for 2023 – July 4th, Tuesday, council & EDA; Labor Day 9/4/2021, Monday: *Motion by Caldwell, seconded by Murphy and was carried unanimously to change date of July City Council meeting to Wednesday, July 5, 2023 and to change City Council September meeting to Tuesday, September 5, 2023 to accommodate 4th of July and Labor Day holiday dates.*
- J. Post Hours on Public Parking Lots – Fire Hall, CC, and Public Works – No overnight parking. Everywhere else – 18 hrs. Discussed signs to be posted at city parking lots and time frame for parking – all city parking lots (i.e. City Hall, Community Center and Public Works) parking will be no more than 18 hours. *Motion by Golombeski, seconded by Murphy and was carried unanimously to approve Posting Hours on Public Parking Lots, Community Center and Public Works.*
- K. Dam Days Participation – Council participation, candy for parade, government room use: *Motion by Murphy, seconded by Caldwell and carried unanimously to waive Gov’t Room fee for Dam Days meetings. Motion by Caldwell, seconded by Murphy and was carried unanimously to donate \$800 for candy purchase for Dam Days/4th July parade.*
- L. Morristown Commercial Club Liquor License – Transfer to Dam Days. Temporary license for BBQ Cook-off: *Motion by Golombeski, seconded by Murphy and was carried unanimously to approve the transfer of the Commercial Club liquor license to Dam Days and a temporary liquor license for the BBQ Cook-off.*
- M. Invest City Funds into Edward Jones CD’s: Council was presented with 3 term options; 6 months at 3.95%, 12 months at 4.10%, and 18 months at 4.20%. After discussion of longevity of locking money for long period of time, council agreed to 12-month term at 4.10% for up to \$91,000. *Motion by Murphy, seconded by Gregor and was carried unanimously to approve investing funds up to \$91,000 in an Edward Jones CD for the term of 12 months at the rate of 4.10%.*
- N. Increase Vacation Accrual – move up to 15 hours per month: *Motion by Golombeski, seconded by Murphy and was carried unanimously to increase vacation accrual to 15 hours a month for city employees.*
- O. Hire for Zoning Administrator Position: *Motion by Murphy, seconded by Caldwell and was carried unanimously to release K. Jacobson of his position as Zoning Administrator. Motion by Murphy, seconded by Gregor and was carried unanimously to offer position of Zoning Administrator to R. Barney.*
- P. Gordy Adams Payment Plan – Expired May of 2021: Payment plan was discussed with respect to G. Adams, council agreed that starting in January 2023 and running through July 2023 a payment of \$75.00 per month along with any current charges will be due to the city prior to the 20th of each month to avoid any shutoff of water services. City Administrator will contact G. Adams to present payment plan. *Motion by Murphy, seconded by Golombeski and was carried unanimously to accept payment plan option of \$75.00 per month for G. Adams.*
- Q. Travis and Ellen Biosolids Exam – \$390, 3 days, Brainard 4/25-4/27, Mankato 9/12-9/14: *Motion by Murphy, seconded by Caldwell and was carried unanimously to approve 3-day Biosolids Exam at a cost of \$390 per exam, Ellen for 9/12 – 9/14 in Mankato and Travis for 4/25-4/27 in Brainard.*
- R. Administrator Report – Back-up Snowplow Position, no CDL: City Administrator presented an applicate for the part-time position for seasonal snow plowing. City Administrator also presented an exemption for backup snowplow drivers who do not have a CDL license. *All Council members approved City Administrators Report.*
- S. Jason Tlusty Review: City Administrator presented review. Jason has taken over custodial duties of Community Center along with his present duties at City Hall. Jason is doing a great job and payrate should be increased to \$20/hr. *Motion by Murphy, seconded by Golombeski and was carried unanimously to increase Jason’s payrate to \$20.00/hr.*
- T. Resolution 2023-5 – Approving Publication of Ordinance by Title and Summary: *Motion by Murphy, seconded by Golombeski and was carried unanimously to approve Resolution 2023-5 Approving Publication of Ordinance by Title and Summary.*
- U. Fire Department Response Time: B. Morris presented response times and stated that 11 minutes response time would be more accommodating and within the FD constitution. *Motion by Caldwell, seconded by Gregor and was carried unanimously to increase Fire Department response time to 11 minutes.*
- V. Cannon Valley Practice in Great Room – *Motion to Murphy, seconded by Caldwell and was carried unanimously to allow Cannon Valley to practice in the Gov’t Room Sundays and Wednesdays.*

9. **Correspondence and Announcements:**

- * Camp Omega Plunge is scheduled for Sunday, February 26, 2023.
- * Cannon Valley Players have not booked Community Center for dates of play.

10. **Council Discussion and Concerns:**

* Chache (Phil Thoreson) excessive vehicles at City parking lot – *Motion by Murphy, seconded by Gregor and was carried unanimously to forward citation and fine of \$100 to P. Thoreson for failure to remove vehicles from city parking lot.*

* 304 N. Division St., excessive vehicles on property – Council directed City Clerk to forward violation letter to owner of property giving property owner 14 days to remove vehicles.

* Council inquired about house of Franklin St. – City attorney assured Council that property owner's son will have property on the market by or around May1, 2023. Council asked about critters in house and what would be done. Council directed Clerk to send letter to son requesting rodent problem be remedied.

* *Motion by Golombeski, seconded by Caldwell and was carried unanimously to remove Tim Flaten as signor on city banking accounts and add Golombeski to all city banking accounts.*

* *Motion by Caldwell, seconded by Gregor and was carried unanimously to close city streets (Main to Division) from May 31, 2023 to June 5, 2023 to accommodate Dam Days.*

11. **Adjournment:** *Motion by Caldwell, seconded by Murphy and was carried unanimously to adjourn the Morristown City Council monthly meeting at 8:35 p.m.*

12. **Next Meeting:** Monday, February 6, 2023 – 7:00 p.m.

Tony Lindahl, Mayor

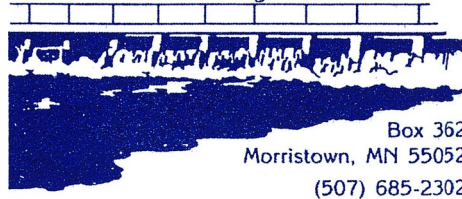
Attest:

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

Regular Meeting 7:00 p.m.

Monday, February 6, 2023

Council Present: Mayor Tony Lindahl, Jake Golombeski, Linda Murphy, Leon Gregor, Joe Caldwell

Others Present: Ellen Judd (City Administrator), Connie Medeiros (City Clerk), Travis Mullenmeister (Public Works); Bruce Morris (Fire Department), Jesse Thomas (County Sheriff), Dennis Luebbe (Rice County Road Project), Jack Schwichtenberg, John Schlie, Michael Schumacher, Sharon Krenik, Eiden Eklund, Rick Vollbrecht, Ralph Barney, Jeff Jandro

1. **Call to Order:** Mayor Tony Lindahl called the meeting to order of the Morristown City Council on Monday, February 6, 2023 at 7:00 p.m. in the Council Chambers, at 402 Division St., 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:** Rick Vollbrecht discussed his frustration at the Public Works plowing done in front of his driveway and that his trailer was damaged. He spoke with the County Sheriff's office about the situation. He is not happy that on two occasions his trailer was damaged due to plowing and ice removal. Mayor stated that he was certain that the damage was not done intentionally. Mr. Vollbrecht stated he will be filing a formal complaint.
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 – January 2023
 - B. Fire Department Report – January 2023
 - C. Public Works Report – January 2023
 - D. City Council Meeting Minutes – Regular Meeting 1/3/2023
 - E. Zoning Board Meeting Minutes – Regular Meeting 1/19/2023
 - F. Financial Reports
 - G. Claims and Accounts – 1/1/23 through 1/31/23

Motion by Gregor, seconded by Murphy and was carried unanimously to approve the Consent Agenda.
6. **Unfinished Business:**
 - A. Gordy Adams Utility Billing Payment Plan – \$60 plus his current bill. *Mr. Adams will sign payment plan at City Hall this week.*
 - B. Ordinance Violation Letter, 106 Division St. S – *Snow removal from sidewalk, resident has complied*
 - C. Violation Letter, 304 Division St. N – Excessive vehicles on property. *Motion by Murphy, seconded by Gregor and carried unanimously to levy a \$100.00 citation on property owner. Property owner will be informed of an Ordinance Violation hearing for March 6, 2023, to discuss remedy of excessive vehicles on property.*
7. **New Business:**
 - A. County Road Project Update – Dennis Luebbe presented an update of the county's road project. He stated that the prices went up 30% and that the project may not commence as previously scheduled but be pushed back a year. The county is still planning on upgrading Hgwy 60 to Franklin. Mr. Luebbe also discussed the need to speak to SEH and find out of any sewer or water lines that may need upgrading before county's work begins. Franklin to Bloomer was also discussed with the county's plans to include a sidewalk on the existing plans to connect to all existing city sidewalks. Mayor inquired that because of costs would a path/trail on Bloomer to Dollar General be more feasible. There is a major concern with the number of people who walk to Dollar General and the hazard of not having a sidewalk and/or pathway. Mr. Luebbe stated that the county will work closely with the city. Also discussed is the intersection of Franklin and 2nd that has no right of way clearly marked. There have been numerous complaints. Council will discuss further in the coming months remedies.
 - B. Mini Storage & Solar Panels – Jeff Jandro discussed his plans for the storage facility and also plans for areas of the property. He will blacktop portions of the property around the storage facility. He is also looking into a five acre

solar farm on portion of property in the far back. He mainly gave an update as to his thoughts on what to do with the remaining portions of the property outside from the storage facility. He wants to work with the council on ideas.

- C. SEH Service Agreement: *Motion by Golombeski, seconded by Caldwell and was carried unanimously to approve the SEH Service Agreement.*
 - D. Snow Plowing Procedures – Public Works is usually first out on streets during snowstorms. Snow plowing is going as expected. Clean up of built-up snow and ice is current being done.
 - E. Emergency Maintenance Position – *Motion by Murphy, seconded by Caldwell and carried unanimously to approve the hiring of Ralph Barney and Val Krugar for emergency maintenance at the payrate of \$20.00 for weekend rounds and any help T. Mullenmeister may need during J. West’s absence.*
 - F. Add Martin Luther King Jr. Day as a holiday: *Motion by Murphy, seconded by Gregor and was carried unanimously to approve adding the Federal holiday Martin Luther King Jr. Day to City’s holiday calendar and amending Employee Handbook to reflect the addition.*
 - G. Use of Great Hall – Omega Polar Plunge is scheduled for Sunday, February 26th. The Cannon Valley Play is scheduled for Friday, March 3rd and Saturday, March 4th. *Motion by Murphy, seconded by Gregor and carried unanimously to approve the Great Hall for the Cannon Valley play and Polar Plunge with the inclusion of a \$500 damage deposit and payment for water.*
 - H. Resolution 2023-6 Accepting Donations from Fire Relief Association – *Motion by Caldwell, seconded by Gregor and carried unanimously to accept Resolution 2023-6 Accepting Donations from the Fire Relief Association with the exception of the \$4,000.00 donation for the Bouncing House. Also, add Centennial Park to the Nordmeirer Field donation.*
 - I. Delinquency Report – Report was presented at meeting. Council/Mayor directed delinquent letters be sent out immediately.
 - J. Administrator Report – E. Judd presented Administrator’s report.
 - * Sewer service is broken underneath road at 408 3rd St., E. City is responsible. T. Dahle suggests waiting until spring to fix.
 - * Playground vandalism – City will submit damages total including all work and supplies used to clean up vandalism.
 - * J. West workmen’s comp has been submitted. Waiting for doctor’s evaluation on light duty return.
 - * Banyon software is up and running.
 - * Special meeting is scheduled for 2/15/2023 on results of City audit.
 - K. Parking Signs – Council directed Public Works to order 18x12 Red/White Reflective signs “Public Parking 18 Hour Limit” along with 6x12 reflective “Violators will be towed at owner’s expense”. 18 hour parking limit sign will also be placed in ally behind Morris Mart.
 - L. Ordinance, Impoundment – *Motion by Murphy, seconded by Golombeski and carried unanimously to post Ordinance Amending Morristown City Code §71.09 at City Hall, Post Office and on the City of Morristown website.*
8. **Correspondence and Announcements:** B. Morris (Fire Department) stated that the Fire Department’s turnout gear has been received and is all set. All old turnout gear will be disposed of – some firefighters will keep their old gear as keepsakes.
 9. **Council Discussion and Concerns:** Murphy addressed Mullenmeister with respect to monthly/weekly reporting on what has/is done and suggested maybe a standardized sheet/calendar of monthly/weekly activities/jobs to be completed on a regular basis. Mullenmeister stated that he has been turning in weekly sheets of completed project/jobs that are completed. Manhole on 3rd needs to be check every week.
 10. **Adjournment:** *Motion by Murphy, seconded by Gregor and carried unanimously to adjourn the Morristown City Council meeting at 8:30 p.m.*
 11. **Next Meeting:** Monday, March 6, 2023 – 7:00 p.m.

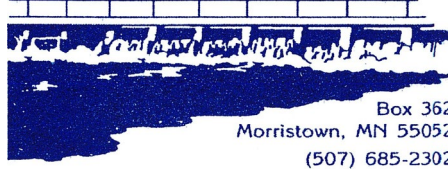
Tony Lindahl, Mayor

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 SPECIAL MEETING

Meeting 6:30 p.m.

Wednesday, February 15, 2023

Council Present: Mayor Tony Lindahl, Jake Golombeski, Linda Murphy, Leon Gregor, Joe Caldwell

Others Present: Ellen Judd, Connie Medeiros, Sara Oberloh (Oberloh & Oberloh, Ltd.)

1. **Call to Order:** Lindahl called the special meeting of the Morristown City Council to order on Wednesday, February 15, 2023, at 6:45 pm, in the Council Chambers, at 402 Division Street S., Morristown, MN.
2. **Pledge of Allegiance:** NA
3. **Additions/Corrections to Agenda:** NA
4. **Comments and Suggestions from Citizens Present:** NA
5. **Consent Agenda:** NA
6. **Unfinished Business:** NA
7. **New Business**
 - A. **2022 City of Morristown Audit Review-** Sara Oberloh was introduced by Lindahl as the auditor for the city. Oberloh began by stating that she would go through the annual financial report by section. She began with the independent auditor's letter which sums up the audit and audit process. She then proceeded to recite numbers within the audit report. She started with explaining the different funds (i.e. general, fire, capital...) for the city and how they are broken down. She broke down the numbers in each fund and explained the relevance of each total.
8. **Adjournment:** Motion by

Tony Lindahl, Mayor

Attest,

Connie Medeiros, City Clerk



MORRISTOWN CITY COUNCIL MEETING AGENDA
Regular Meeting 7:00 p.m.
Public Hearing 7:05 p.m. (Ordinance Violation)
Monday, March 6, 2023

Council Present: Mayor Tony Lindahl, Jake Golombeski, Linda Murphy, Leon Gregor, Joe Caldwell

Others Present: Ellen Judd (City Administrator), Connie Medeiros (City Clerk), Travis Mullenmeister (Public Works), Bruce Morris (Fire Department), Jesse Thomas (County Sheriff), Ralph Barney, Jack Schwichtenburg, Steve Nordmeier, Mike O'Rourke, Nicole Grams, Sabrina Frodl, Sharon Krenik, Elden Eklund, Ross Olson, Brian Brunner, Sherrie Brunner, Larry Hagre, Mike Schmacher, Juan Crus Baez.

1. **Call to Order:** Mayor Tony Lindahl called the meeting to order of the Morristown City Council on Monday, March 6, 2023, at 7:00 p.m. in the Council Chambers at 402 Division St., S, Morristown.
2. **Pledge of Allegiance:** The Pledge of Allegiance was recited.
3. **Additions/Corrections to Agenda:** Add K: Maternity Leave and L. Fire Department Applications.
Motion by Gregor, seconded by Caldwell and was carried unanimously to approve the 2 additions to new business.
4. **Comments and Suggestions from Citizens Present:** Park Bathroom plans – plans in drafting stage and quotes in process.
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 – February 2023
 - B. Fire Department Report – February 2023
 - C. Public Works Report – February 2023
 - D. City Council Meeting Minutes – Regular Meeting 2/6/2023
 - E. Zoning Board Meeting Minutes – Regular Meeting 2/16/2023
 - F. Financial Reports – 2/28/23
 - G. Check Summary – 2/1/23 through 2/28/23
 - H. Water Bill Delinquency Report

Motion by Caldwell, seconded by Gregor and was carried unanimously to approve the Consent Agenda.

Public Hearing - Ordinance Violation - *Motion by Golombeski, seconded by Caldwell and was carried unanimously to close regular meeting and open public hearing on Ordinance Violation at 304 Division St., N.*

Property owner was present to discuss excessive vehicles on property and explain that all vehicles with the exception of 3 derby cars are licensed vehicles on the property. Eight people drive and own vehicles on the property. Council is not concerned with the 8 vehicles that are licensed and operated on the daily. Council's concerns stem from vehicles that have not moved in months and that are snow covered. Property owner stated that two of the vehicles are classic restored vehicles that he does not drive during the winter months. He had a storage facility where he stored his vehicles, but it has closed for renovations, so he has the vehicles at his home.

6. **Unfinished Business:**
 - A. 304 Division St N – *Motion by Murphy, seconded by Gregor and was carried unanimously to send \$100 Citation to property owner at 304 Division St., N.*
 - B. Revised Sheriff's Contract Wording – *Motion by Murphy, seconded by Golombeski and was carried unanimously to accept revised Sheriff's Contract.*
 - C. Ordinance 2023-4 – Impoundment – *Motion by Golombeski, seconded by Gregor and was carried unanimously to accept Ordinance 2023-4 Impoundment.*

7. **New Business:**

A. Bucs Night Out – Approval List

- i. Approval for Raffles/Bingo under Lions Club License - *Motion by Caldwell, seconded by Golombeski and was carried unanimously to approve the Raffles/Bingo under the Lions Club license.*
- ii. Approval MN Original Brat Dog in Parking for food 10-3 – Taken off approval list by Bucs Night Out committee.
- iii. Approval Food Truck Permit Waiver – *Motion by Golombeski, seconded by Gregor and was carried unanimously to approve the waiver of the food truck permit.*
- iv. Approval Hall Rental Fee Waiver as part of 501C3 – Denied by council to waive hall rental fee.

B. Peddler’s License Approval for Fireman’s Dance – *Motion by Gregor, seconded by Golombeski and was carried unanimously to approve the peddler’s permit for the Fireman’s Dance.*

C. Consulting Agreement for Ralph Barney – Ralph Barney explained his lobbying strategy to achieve and secure monies/grants available from the state for the City of Morristown. Ralph will be paid a monthly flat fee of \$1000, for the months of March, April and May. May 31st is the end of the legislative session wherein Ralph’s consulting agreement will end. *Motion by Murphy, seconded by Gregor and was carried unanimously to approve the Consulting Agreement for Ralph Barney.*

D. Resolution 2023-7 – Approving Donation from Commercial Club – *Motion by Gregor, seconded by Golombeski and was carried unanimously to approve Resolution 2023-7 Accepting Donation from the Commercial Club.*

E. Update Personnel Policy to include new PTO accrual – *Motion by Golombeski, seconded by Caldwell and was carried unanimously to approve the updated Personnel Policy with respect to adding 3 hours to city employees PTO accrual.*

F. Re-label Council/Township Chambers – *Motion by Caldwell, seconded by Golombeski and was carried unanimously to relabel the Council Chambers sign to read “Council/Township Chambers.”*

G. Install Card Readers at Community Center – Ellen discussed the advantages of card readers for all the doors at city hall/community center. Council instructed Ellen to get quotes and they will revisit the issue later in the year to consider adding it to the budget for 2024.

H. City-wide Garbage Pickup – Council discussed city wide garbage pickup and decided to not participate again this year.

I. Porta Potty’s at Parks – Council discussed the number of porta potty’s needed at the parks. It was decided that 3 would be best with one being a handicap porta potty. Ellen will get quotes and report back to council at April meeting.

J. Spring Open Burning – Set Date (April 1- May 15, hours of 6 pm-12 noon with no permit required) – *Motion by Golombeski, seconded by Gregor and was carried unanimously to set date of spring open burn to April 1-May 15, with hours being 6pm – 12pm – with no permits being required.*

K. Maternity Leave – Council briefly discussed Ellen’s request for extended paid maturity leave of more than the six weeks offered by the city. Mark will review the city’s personnel policy and report back next meeting.

L. Fire Department Applications – Council briefly discussed Bruce Morris’ request to begin accepting applications for new fire fighters for the city. *Motion by Murphy, seconded by Caldwell and was carried unanimously to approve the request for accepting applications for new fire fighters from present to October 1, 2023.*

8. **Correspondence and Announcements**

- A. Archambault’s garbage cans to be out by 7am each Friday. Archambault’s is considering imposing fines if they need to return to a property to pickup trash.

9. **Council Discussion and Concerns:** Council inquired on J. West’s continued absence. Ellen informed council that J. West is on workmen’s compensation and will remain in that status until his doctor’s release.

10. **Adjournment:** *Motion by Golombeski, seconded by Caldwell and was carried unanimously to adjourn the meeting of the City of Morristown council meeting at 8:15p.m.*

11. **Next Meeting:** Monday, April 3, 2023 – 7:00 p.m.

Tony Lindahl, Mayor

Attest:

Connie Medeiros, City Clerk



MORRISTOWN CITY COUNCIL MEETING MINUTES

Regular Meeting 7:00 p.m.

Monday, April 3, 2023

Council Present: Mayor Tony Lindahl, Jake Golombeski, Linda Murphy, Joe Caldwell, Leon Gregor

Others Present: Ellen Judd (City Administrator), Connie Medeiros (City Clerk), Travis Mullenmeister (Public Works), Bruce Morris (Fire Department), Loren Dahle, Jack Schwichtenberg, Mike O'Rourke, Marv Velzke, Tim Flaten, Kyle Morris, Steve Nordmeier, Todd Schmidtke, Austin Schulz, Ralph Barney, Matt Rossow,

1. **Call to Order:** Mayor Tony Lindahl called the meeting to order of the Morristown City Council on Monday, March 6, 2023, at 7:00 p.m. in the Council Chambers at 402 Division St., S, Morristown.
2. **Pledge of Allegiance:** The Pledge of Allegiance was recited.
3. **Additions/Corrections to Agenda:**
 - A. New Business: Ralph & Ellen to Capitol April 11th, Fireman's Dance and rental, 2nd camera for composite site.
4. **Comments and Suggestions from Citizens Present:** Loren Dahle presented the suggestion that the County take over the intersection at Morris Mart to one block south. He noted that traffic in that intersection has increased sufficiently. He also requested that the city place sidewalks over by the mill. Tony informed Mr. Dahle that the county is in early stages of street updates and that has been discussed with county. Marvin Velzke commented on the church's assessment and is unhappy with the 10% increase instead of the maximum 6% that was confirmed by the city. He wanted an explanation – Ellen informed him that the interest started in May 2022 which is on 2023 assessment. So that taxpayers are paying partial 2022 and all of 2023. There is 2 years of interest on the 2023 Tax Statement.
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 – March 2023
 - B. Fire Department Report – March 2023
 - C. Public Works Report – March 2023
 - D. City Council Meeting Minutes – Regular Meeting 3/6/2023
 - E. Zoning Board Meeting Minutes – Meeting cancelled, no quorum
 - F. Financial Reports – 3/31/23
 - G. Claims and Accounts – 3/1/23 through 3/31/23
 - H. Water Bill Delinquency Report

Motion by Caldwell, seconded by Gregor and was carried unanimously to approve the Consent Agenda.

Unfinished Business:

- I. 304 Division St N – Vehicle Update – Fine remains unpaid and action to remove vehicles has been taken by the property owner. The Council discussed increasing fine. The Council inquired of Mark what can be done. Mark stated that the city could get a court order to abate but it may be time-consuming and costly. Mark also suggested a firmly written letter and, increase fine. Mark will prepare the letter and send to property owners. Update at May meeting. *Motion by Murphy, seconded by Caldwell and was carried unanimously for City Attorney to prepare and send letter to property owner.*
- J. Maternity Pay – Ellen is requesting 12 weeks of paid maternity leave. Mark confirmed that there is no legal standpoint as to maternity leave. City needs to consider numbers and make a policy for the City. Mark will research other towns/cities. The council will discuss at May meeting.

- K. Resolution 2023-8 – Accepting a Donation from Fire Relief – *Motion by Caldwell, seconded by Gregor and was carried unanimously to accept Resolution 2023 – Accepting a Donation from Fire Relief.*
- L. Jane St Driveway – Ellen began by stating that Seal Kings and M&W come to observe and both companies said they would not be able to fix the issue. M&W looked at everyone else’s driveway and he thinks that if they fix the one in question other residents will also beginning complaining of the same issues. He looked at the overlay and stated that it was bad overlay. Tony inquired about putting a drain on either side of the driveway – Tony and Travis will take a look at the driveway and try and come up with a solution.
- M. Bucs Night Out – Council review paperwork. Connie will reach out to the committee and request copy of liability insurance.
- N. Portable Restrooms Quotes – Ellen requested vendors, Rent & Save, Johnny on the Spot, and Flom Septic & Drain. Only Rent & Save (\$140 Handicap/Standard \$75) and Johnny on the Spot (\$130 Handicap/\$110 Standard) responded with quotes. The Council discussed the options and agreed on Rent & Save to supply 2 handicap; one for Centennial Park and baseball park; and one standard for Centennial Park. *Motion by Golombeski, seconded by Gregor and was carried unanimously to contract Rent & Save for two handicap and one standard portable restrooms for Centennial Park and the Nordmeirer Baseball Field.*
- O. Approval to send out Bids for Park Bathrooms – Mike O’Rourke presented specifications for the park bathroom. *Motion by Murphy, seconded by Gregor and was carried unanimously to proceed with gathering bids and present to Council.*

6. New Business:

- A. Resolution 2023-9 – Approving Fire Department Official’s Pay for 2023 – *Motion by Murphy, seconded by Caldwell and was carried unanimously to approve Resolution 2023-9 – Approving Fire Department Officer’s Pay for 2023.*
- B. Seasonal Summer Help – Val, John (\$20.00), Richard – The Council discussed the part-time summer hiring for 2 positions at \$20/hr. and one backup position also at \$20.00. The city will post the open positions on the website and will accept applications until April 21st. A work session will be scheduled, and the position will be offered to the applicants chosen. *Motion by Murphy, seconded by Caldwell and was carried unanimously to post the seasonal summer part-time positions available at the payrate of \$20.00.*
- C. Ralph Liability Insurance Reimbursement – *Motion by Caldwell, seconded by Murphy and was carried unanimously to accept reimbursement to R. Barney for \$350.00 for Liability Insurance coverage.*
- D. Ralph Progress Report – R. Barney discussed his progress up that the State Capital with respect to \$1.5 million and possibly more for the city. He will continue to work with the Representatives at the Capital.
- E. MRWA Training – Tracer wire and hydrant repair, May 24th & 25th, Chanhassen \$300 – *Motion by Murphy, seconded by Golombeski and was carried unanimously to approve the MRWA Training at the cost of \$300 for E. Judd to attend.*
- F. Pump Maintenance Agreement with MN Pump Works – *Motion by Caldwell, seconded by Gregor and was carried unanimously to accept the Minnesota Pump Maintenance agreement for a 3-year lock-in priced at \$760.00.*
- G. Liquor and Tobacco License Renewal for 2023 – *Motion by Gregor, seconded by Caldwell and was carried unanimously to accept the Liquor and Tobacco License Renewals for 2023.*
- H. Washington St E – Gravel or Asphalt, Ann St E, 1st St SE – Roads are in pretty bad shape. M&W was asked to come out and look at area and see if there is anything that can be done – M&W informed E. Judd that it is too far gone to fix - they could patch the areas at an estimated cost of \$32,000. Discussion was tabled until May meeting.
- I. SEH Road Construction Proposal – No discussion. Tabled until May meeting.

- J. Lawn Spraying Service Quotes – 3 quotes were presented to council. Council discussed the 3 quotes and concluded to offer the job to Filan Lawn Service. The baseball field is excluded from spraying. *Motion by Gregor, seconded by Murphy and was carried unanimously to approve and offer the lawn spraying service to Filan Lawn Service for the amounts of \$1,410.50 per spray.*
- K. Dam Days Street Closing – Main St W, from Division to Second St from 12PM on Wednesday 5/31/23 through Monday 6/5/23 – *Motion by Caldwell, seconded by Gregor and was carried unanimously to the Dam Days Street closing of Main St. from Division to 2nd St from 12pm on Wednesday, May 31, 2023, to Monday, June 5, 2023.*
- L. Esri Renewal – Morristown’s GIS mapping system – No motion needed. Esri added to budget.
- M. Schedule Work Session for Investment Plan / Invest in CD’s – *Motion by Golombeski, seconded by Gregor and was carried unanimously to schedule a Work Session for April 26, 2023, at 7:00 p.m. Motion by Golombeski, seconded by Gregor and was carried unanimously to close regular and open closed meeting with respect Travis Mullenmeister review.*
- N. Review for Travis Mullenmeister – Council discussed current pay rate and job performance - all agreed that it is going well. Travis will receive a raise of \$1.03/hr. retro back to December 2022. *Motion by Golombeski, seconded by Murphy and was carried unanimously to close closed meeting and open regular meeting.*
- O. Ralph and Ellen to Capital on April 11th
7. **Correspondence and Announcements:**
8. **Council Discussion and Concerns:**
9. **Adjournment:** *Motion by Golombeski, seconded by Gregor and was carried unanimously to adjourn the April 3, 2023 meeting at*
10. **Next Meeting:** Monday, May 1, 2023 – 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"



MORRISTOWN CITY COUNCIL MEETING MINUTES (Revised)

Regular Meeting 7:00 p.m.

Monday, May 1, 2023

Council Present: Jake Golombeski (Assistant Mayor), Linda Murphy, Joe Caldwell, Leon Gregor

Other Present: Ellen Judd (City Administrator), Travis Mullenmeister (Public Works), Bruce Morris, (Fire Department), Jack Schwichtenberg, Brian Brunner, Sherrie Brunner, Rick Volbrecht, Mike O'Rourke, John Schlie, Ralph Barney, Sharon Krenik, Steve Nordmeier, Todd Schmidke, Arlen Krause, Lisa Karsten, Evelyn Millen, Jerry West, Richard Gauthier

1. **Call to Order:** Assistant Mayor Jake Golombeski called the meeting to order of the Morristown City Council on Monday, May 1, 2023, at 7:00 p.m. in the Council Chambers at 402 Division St., S, Morristown
2. **Pledge of Allegiance:** The Pledge of Allegiance was recited.
3. **Additions/Corrections to Agenda:**

- A. 4-H Club to Plant Flowers at Centennial Park – Added to New Business at I.

Motion by Gregor, seconded by Murphy and was carried unanimously to approve the Additions/Corrections to the Agenda.

4. **Comments and Suggestions from Citizens Present:** S. Nordmeier brought to the attention of the council that in last months meeting L. Dahle suggested having the county take over the intersection from Morris Mart to one block south when in fact it should have been from Morris Mart to the 2nd Street east which would connect it to highway 15.

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 – April 2023
- B. Fire Department Report – April 2023
- C. Public Works Report – April 2023
- D. City Council Meeting Minutes – Regular Meeting 4/3/2023
- E. Zoning Board Meeting Minutes – 4/20/2023
- F. Financial Reports – 4/30/23
- G. Claims and Accounts
- H. Water Bill Delinquency Report

Motion by Caldwell, seconded by Gregor and was carried unanimously to approve the Consent Agenda minus the Fire Department Report.

6. **Unfinished Business:**

- A. 304 Division St N – Vehicle Update - City Attorney sent a strictly worded letter to the property owners with respect to the excessive vehicles and informing them that the fines remain unpaid and that the next step would consist of court orders to remove the excess inoperable vehicles at homeowner's expenses. Property owners have not reached out to City Hall yet.
- B. Parental Leave Policy – 60-day notice must be given of intention to take maternity/paternity leave. Eight weeks of leave at 65% of pay and C-Section policy consists of 10 weeks at 65% of pay starting at time of birth. 12 total weeks are allowed. It is within the employee's discretion to use any accumulated PTO during this 4-week period following paid leave. Paternity policy is defined as a live-in spouse and/or committed partner the leave will consist of 65% pay up to 8 weeks.

Motion by Murphy, seconded by Caldwell and was carried unanimously to approve with the re-wording the Parental Leave Policy.

- C. Park Bathrooms Update – Only one bid received. Consideration has now turned to updating/modifying existing bathrooms to include utility room.

7. **New Business:**

- A. Water Drainage – Arlen Krause to discuss – He has an issue and is concerned with the water over-flow from rain onto his property being caused by the new construction at 403 Sidney St., W. R. Barney and T. Mullenmeister will view area and take pictures to make sure setbacks and storm drains. Swill and drain tiles may be added to prevent overflow.
- B. Melchert: Fill in ditch in front of house – Mr. Melchert was not present at meeting. L. Murphy suggests before any plan to fill-in the ditch be made – Mr. Melchert must present to the council plans for filling ditch. Engineers need to evaluate the water conditions and approve/inspect the filling. Discussion was tabled.
- C. Seasonal Hiring Decision – The hours were discussed and agreed to change the 3 seasonal employees at 20 hours per week to 2 seasonal employees (Richard Gauthier and John Schlie) to 31 hours per week not to exceed 62 hours per week total for seasonal positions (2). Val Kruger will become a backup seasonal employee covering Richard’s and John’s scheduled vacations with a total time of 31 hours per week not to exceed 62 hours. Council discussed switching Richard’s title to Seasonal Lead and offering up the \$21.30 he was previously paid.

Motion by Murphy, seconded by Caldwell and was carried unanimously to approve the title change to Seasonal Lead for Richard Gauthier and approved the change in payrate to \$21.30 for Seasonal Lead.

- D. Public Works Operator – Part-time – Hire for Position – Council discussed.

Motion by Gregor, seconded by Murphy and was carried unanimously to hire part time Richard Gauthier, Val Kruger, and Ralph Barney at the payrate of \$20.00 for the purpose of weekend rounds.

- E. City Investment Plan –

Motion by Gregor, seconded by Murphy and was carried unanimously to approve \$80,000 be placed in a CD with Lake Country Community Bank for 13 months at 4%; \$250,000 be placed in a CD with Edward Jones for 6 months at 5.0%; and \$100,000 be placed in a CD with Edward Jones for 12 months at 5.5%.

- F. Ralph Progress Report – Nothing new since his last updated.

- G. Baseball Field Fence Approval –

Motion by Gregor, seconded by Caldwell and was carried unanimously to approve the bid by Prairie Creek Fence of \$26,276.80 for the installation of a new fence at the baseball field.

- H. Elect new Zoning Board member –

Motion by Caldwell, seconded by Murphy and was carried unanimously to elect Val Kruger to the Zoning Board.

- I. 4-H Club to Plant Flowers at Centennial Park – 4-H Club would also ask Public Works to supply some mulch for the planters.

Motion by Murphy, seconded by Gregor and was carried unanimously to approve the 4-H Club to plant flowers at Centennial Park and use mulch from Public Works.

- 8. Correspondence and Announcements:** Bruce Morris with the Fire Department is looking into a tanker truck. They are looking to get approval from the council to begin the process.

Motion by Murphy, seconded by Gregor to approve the Fire Department’s request to begin the process of purchasing a tanker truck not to exceed the \$50,000.00.

- 9. Council Discussion and Concerns:** Gregor brought up 204 Franklin (abandoned house) was going to sell, what’s happening with that? The city attorney will again reach out to the son for an update with respect to the property and movement going forward.

- 10. Adjournment:** *Motion by Murphy, seconded by Gregor to adjourn the City of Morristown Council meeting at 8:30 p.m.*

- 11. Next Meeting:** Wednesday, June 5, 2023 – 7:00 p.m.

Tony Lindahl, Mayor

Attest,

Connie Medeiros, City Clerk



MORRISTOWN CITY COUNCIL MEETING MINUTES
Special Meeting 6:30 p.m.
Wednesday, May 10, 2023

Council Present: Mayor Tony Lindahl, Jake Golombeski, Linda Murphy, Leon Gregor, Joe Caldwell

Others Present: Ellen Judd, Connie Medeiros

Call to Order: Lindahl called the special meeting of the Morristown City Council to order on Wednesday May 10, 2023 at 6:30 pm., in the Council Chambers, at 402 Division Street S., Morristown, MN.

- A. Pledge of Allegiance:** NA
- B. Additions/Corrections to Agenda:** NA
- C. Comments and Suggestions from Citizens Present:** NA
- D. Consent Agenda:** NA
- E. Unfinished Business:** NA
- F. New Business:**

1. SEH to present WWTP plans

Tom Madden from SEH presented the wastewater treatment facility plan to council. He said that the process would move forward in two phases. The first would be to install a flow meter at the WWTP to get more accurate flows before adopting the official plan. This is estimated to take a few years. At the end of this period, the plan will be revisited based on the new flows. Ellen Judd is working with area contractors to complete phase one.

2. Investment discussion and plan

Jake Womeldorf the financial advisor from Edward Jones in Faribault was present to discuss options for the City of Morristown's financial investment needs. His discussion began with the different options that Edward Jones has to offer with respect to investment. He began by discussing Edward Jones money market opportunities that may, if allowed, work well for the city. He will follow up with Ellen if that option is available. He also discussed short term CD's that EJ may accommodate the city as to not tie up large sums of money for long terms of time. He discussed Edward Jones' short-term CD's which mature on a monthly basis. He discussed the option of having small amounts of monies in short terms CD's which would mature on a monthly basis with the ability to roll over month after month until needed. He also discussed US Treasuries with very short windows of turnaround.

Council discussed CD's from local financial institutions. E. Judd will contact Lake Country Community Bank and set an appointment with the president to discuss CD and percentage rates.

Tony Lindahl, Mayor

Attest,

Connie Medeiros, City Clerk

City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

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MORRISTOWN CITY COUNCIL MEETING MINUTES

Regular Meeting 7:00 p.m.

Monday, June 5, 2023

Council Present: Tony Lindahl (Mayor), Jake Golombeski, Linda Murphy, Leon Gregor, Joe Caldwell

Others Present: Ellen Judd (City Administrator), Connie Medeiros (City Clerk), Travis Mullenmeister (Public Works), Jerry West (Public Works), John Schlie, Ralph Barney, Steve Nordmeier, Jack Schwichtenberg, Sharon Krenik, Elden Eklund, Brian Brunner, Sherrie Brunner, Todd Schmidtke, Rick Vollbrecht, Arlen Krause, Kristen Barney

1. **Call to Order** – Mayor Tony Lindahl called the meeting to order of the Morristown City Council on Monday, June 5, 2023, at 7:00 p.m. in the Council Chambers at 402 Division St., S, Morristown
2. **Pledge of Allegiance** – The Pledge of Allegiance was recited.
3. **Additions/Corrections to Agenda:** Gregor noted a correction to the Meeting Minutes of May 1st. Error in the CD terms it should have read \$250,000 in 6-month CD not 12-month CD.

Motion by Golombeski, seconded by Caldwell and was carried unanimously to approve the Additions/Corrections including the correction in CD term.

4. **Comments and Suggestions from Citizens Present:** No comments or suggestions from citizens present.
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 citizens request, in which event, the item will be removed from the Consent Agenda and placed elsewhere on the agenda.
 - A. Police Report – May 2023 – Will be sent in separate email when received.
 - B. Fire Department Report – May 2023
 - C. Public Works Report – May 2023
 - D. City Council Meeting Minutes – Regular Meeting 5/1/2023 & Special Meeting 5/10/2023
 - E. Zoning Board Meeting Minutes – 5/18/2023
 - F. Financial Reports – 5/31/23 – to come in separate email.
 - G. Claims and Accounts – 5/1/2023-5/31/2023.
 - H. Water Bill Delinquency Report

Motion by Gregor, seconded by Golombeski and was carried unanimously to approve the Consent Agenda.

6. **Unfinished Business:**

- A. 402 3rd St SE – Fill in Ditch – Dale Melchert to present – No discussion. Mr. Melchert was not in attendance.
- B. 304 Division St N – Vehicle Update, Fine remains unpaid. – No fines have currently been paid (total \$300.00). Correspondence will be sent to owners with respect to unpaid fines, noting that there will be a Council meeting on the 5th of July and if nothing has been paid further action will be taken.
- C. Washington St E, Ann St E, 1st St SE – Asphalt Bids – Moved to New Business under M. 2024 Street Project.
- D. Water Drainage at 406 Sidney St SW, Utility Easement – Setbacks are correct except within city easement. R. Barney will speak to new homeowners and inquire about signing an agreement with the city giving access to city easement.

7. **New Business:**

- A. Resolution 2023-11 IRIS -

Motion by Gregor, seconded by Golombeski and was carried unanimously to approve Resolution 2023-11 Recognizing National Pregnancy and Infant Loss Awareness Day.

- B. Resolution 2023-10 Bonding Bill Request

Motion by Caldwell, seconded by Gregor and was carried unanimously to approve Resolution 2023-10 Authorizing the City Administrator to file an application with the Minnesota Management and Budget Office for the purpose of water and sewer improvements.

C. City Investment Plan –

D. Schedule Work Session for Budget -

Motion by Gregor, seconded by Caldwell and was carried unanimously to schedule a Work Session for Tuesday, June 20, 2023, at 7:00 p.m. in Council Chambers at City Hall.

E. Quotes for WWTP Flow Meter Install – No quotes received.

F. Sakatah Singing Hills Trail Yearly Contribution – Council agreed that at this point it is not in the interest of the city.

G. Special Assessment Reimbursement -

Motion by Gregor, seconded by Murphy and was carried unanimously to accept the special assessment reimbursement to residents with respect to the street project and the misinformation regarding interest rates.

H. Pay Verizon bill via ACH -

Motion by Murphy, seconded by Golombeski and was carried unanimously to approve the future payments to the Verizon bill via ACH.

I. Juneteenth Holiday – Council discussed, and all agreed that it should be added to the Employee Handbook as a city holiday.

Motion by Gregor, seconded by Murphy and was carried unanimously to approve the addition to the Employee Handbook the Juneteenth as a city holiday.

J. Water Use from Spigot at Mill -

Motion by Murphy, seconded by Caldwell and was carried unanimously to allow water used from city spigot at Mill.

K. Ralph Barney requesting 1% of Grant Money – Council discussed that R. Barney never mentioned that he would be requesting a percentage of the grant money as compensation for the work he put in at the Capital and statehouse. L. Murphy discussed that R. Barney has been paid by the city \$3,000 and the city also paid his liability insurance and that he never once mentioned to any and/or council about any percentage with respect to monies from the grant money. The Council will discuss at a later date following the city's attorney researches the legality of this issue.

L. Fire Department to sell equipment from vehicle -

Motion by Caldwell, seconded by Golombeski and was carried unanimously to approve the fire department sale of equipment that is not being used – money from sales will be added back to FD Equipment Fund.

M. 2024 Street Project – The proposed street project will entail the streets surrounding the school. SEH proposed a scenario in which the council has voiced agreement in going forward. Further updates to be provided at further council meetings.

N. Liability Coverage Waiver Form -

Motion by Golombeski, seconded by Caldwell and was carried unanimously to not waive liability limits with respect to the city.

O. Review for Jerry West – J. West requested a closed meeting.

P. Quote for Air Conditioning – Awaiting more quotes.

8. Correspondence and Announcements: S. Nordmeier commented that all seemed to go well during Dam Days and Council all agreed. No one had heard of any problems whatsoever.

9. Council Discussion and Concerns:

Motion by Caldwell, seconded by Gregor and was carried unanimously to close the regular meeting open the closed meeting for the purpose of conducting J. West's 6-month review.

Discussions began with acknowledging that J. West was doing a good job and is competent. Council asked J. West if he had any concerns with respect to his position. Since no review forms were submitted by J. West's direct supervisor it was agreed upon by all council members that J. West will receive a \$1.50 increase of pay starting immediately. J. West will be paid back-pay for hours worked.

10. Adjournment: *Motion by Golombeski, seconded by Caldwell and was carried unanimously to adjourn the June 5th, 2023, Council meeting at 8:45 p.m.*

11. Next Meeting: Wednesday, July 5, 2023 – 7:00 p.m.

Tony Lindahl, Mayor

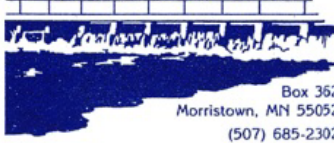
Attest,

Connie Medeiros, City Clerk

City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

Best Little Town By A "Dam Site"



MORRISTOWN CITY COUNCIL MEETING MINUTES

Regular Meeting 7:00 p.m.

Wednesday, July 5, 2023

Council Present: Tony Lindahl (Mayor), Jake Golombeski, Linda Murphy, Leon Gregor and Joe Caldwell

Others Present: Connie Medeiros (City Clerk), Travis Mullenmeister (Public Works), Bruce Morris (Fire Department), Brent Kavits (SEH), Ralph Barney, Kristin Barney, Jack Schwichtenberg, Margaret Butler, Brian Brunner, Sherri Brunner, Sharon Krenik, Elden Eklund, John Schlie, Jim Hilpipre, Arlen Krause, Suzanne Krause, Renae Krause, Rick Vollbrecht, Jenny Hager (sic)

1. **Call to Order:** Mayor Tony Lindahl called the meeting to order of the Morristown City Council on Wednesday, June 5, 2023, at 7:00 p.m. in the Council Chambers at 402 Division St., S, Morristown

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

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

A. Add Resolution 2023-12 Ordering Preparation of Report to New Business section of Agenda.

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

5. **Consent Agenda:**

A. Police Report – June 2023 –

B. Fire Department Report – June 2023

C. Public Works Report – June 2023

D. City Council Meeting Minutes – Regular Meeting 6/5/2023

E. Zoning Board Meeting Minutes – 6/15/2023

F. Financial Reports – 6/30/23 –

G. Claims and Accounts – 6/1/2023-6/30/2023

H. Water Bill Delinquency Report

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

6. **Unfinished Business:**

A. 304 Division St N – Vehicle Update, Fine remains unpaid. Letter was sent. 7/5/2023 homeowner paid fine. Council will continue to monitor property.

B. 403 Sidney St. Utility Easement Damage Agreement – Ralph to contact homeowner. Ralph will contact homeowners.

C. Quotes for Air Conditioning –

The council reviewed all quotes. Motion by Murphy, seconded by Caldwell and was carried unanimously to accept the quote from Comfort Solutions.

D. Ralph Barney requesting 1% of Grant Money – City has no obligation to award R. Barney any extra compensation with respect to City's grant money received.

E. 204 Franklin St W – Condemn house – City Attorney has attempted to contact homeowner's son. He will continue to reach out and have any update at the council's next meeting.

7. **New Business:**

A. 2024 Street Project – Brent Kavitz, SEH. Brent presented the Supplement Letter Agreement for the 2024 Street and Utility Improvement Project which will include Ann St., SW & E, Chestnut St, E, Washington St., E, 1st St., NE & SE, and 2nd St., NE & SE. The proposal outlined the feasibility phase of the project at the estimated cost of \$104,100. This phase includes preparing the Feasibility Report which will include a review of the existing water main and structural conditions of the existing roadways. Brent reported that this report will identify the structural severity of the exiting

water main system, rehabilitation and/or reconstructions options, preliminary pipe sizing and catch basin placements, street width along with other constructions details of the entire project.

B. Sewer Charge Removal for Water Use without 2nd Meter

- i. Snow birds pay \$60/month and don't use any water
- ii. Bulk water charge is \$30 minimum. It costs \$50 extra in sewer charges.
- iii. People could want a discount all summer long for lawn irrigation.

The Council discussed and rejected the sewer charge removal for water use with 2nd meter.

C. Quotes for WWTP Flow Meter Install

Motion by Caldwell, seconded by Gregor and was carried unanimously to accept the Dahle Enterprises' quote for WWTP flow meter installation.

D. Letter of Support for Cannon River Watershed Flood Study

The Council briefly discussed supporting the Cannon River Watershed flood study. The city will support the Cannon River Watershed Flood Study but with no financial input from the City.

E. Hire for Temporary Event Set-up Position – Cheyenne Maternity Leave, Adrienne O'Rourke willing.
Motion by Murphy, seconded by Caldwell and was carried unanimously to hire Adrienne O'Rourke at a payrate of \$25/hr. for the temporary event set up position.

F. Addition: Resolution 2023-12 Ordering Preparation of Report

Motion by Gregor, seconded by Murphy and was carried unanimously to accept Resolution 2023-12 Ordering Preparation of Report.

H. Access to City email – Connie

Motion by Golombeski, seconded by Gregor and carried unanimously to allow Connie access to city/admin email.

I. 6-month review – City Clerk

Motion by Murphy, seconded by Golombeski and was carried unanimously to close regular meeting and open closed meeting to discuss City Clerk's 6-month review.

The council discussed job responsibilities and performance to date.

Motion by Golombeski, seconded by Murphy and was carried unanimously to raise City Clerk's payrate by \$1.25 per hour.

Motion by Murphy, seconded by Golombeski and was carried unanimously to close closed meeting and reopen regular meeting.

8. Correspondence and Announcements:

9. Council Discussion and Concerns: Lindahl firmly expressed the need to strictly abide by the water shut off date for the delinquent water bill homeowners.

10. Adjournment: *Motion by Golombeski, seconded by Caldwell and was unanimously agreed to adjourn the Morristown City Council monthly meeting at 8:30 p.m.*

11. Next Meeting: Monday, August 7, 2023 – 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

Regular Meeting 7:00 p.m.

Public Hearing 7:05 p.m. (204 Franklin St.)

Monday, August 7, 2023

Council Present: Tony Lindahl (Mayor), Linda Murphy, Leon Gregor, Joe Caldwell

Others Present: Travis Mullenmeister (PW), Jerry West (PW), Bruce Morris (FD), Tim Dahle, Jack Schwichtenberg, Gladys Merritt, Brian Brunner, Sherrie Brunner, Keith Remund, Arlen Krause, John Schlie, Karen Schlie, Kyle Ackerman, Ralph Barney, Todd Schmidtke, Ellen Judd, Nick Preuss, Niki Hartman

1. **Call to Order:** Mayor Tony Lindahl called the meeting to order of the Morristown City Council on Monday, August 7, 2023, at 7:00 p.m. in the Council Chambers at 402 Division St., S, Morristown

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

3. **Additions/Corrections to Agenda:** Addition H. Cheyenne Timm Resignation; I. Hometown Heros; and J. Violations *Motion by Murphy, seconded by Gregor and was carried unanimously to approve the 3 additional items to the Agenda.*

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

- Arlen Krause discussed the drainage issue on his property with respect to 403 Sidney St. Water breached ditch between the 2 houses. R. Barney will investigate and report back to council.
- Street Project – Tim Dahle the sod contractor has not been paid in over 285 days. 60% of invoice has been paid but remaining 40% (\$6,104.00) is still outstanding. Council discussed that it is not the city's responsibility to pay the outstanding balance – needs to refer back to contractor and/or SEH. SEH will be notified of outstanding balance.
- N. Preuss discussed the complaints of standing water in ditches. Contractor has not completed all work in the city. Council directed T. Mullenmeister to investigate the standing water issues and report back to council.

5. **Consent Agenda:**

- A. Police Report – July 2023 –
- B. Fire Department Report – July 2023
- C. Public Works Report – July 2023
- D. City Council Meeting Minutes – Regular Meeting 7/5/2023
- E. Zoning Board Meeting Minutes – 7/20/2023
- F. Financial Reports – 7/31/23 –
- G. Claims and Accounts – 7/1/2023 - 7/31/2023
- H. Water Bill Delinquency Report

Motion by Gregor, seconded by Caldwell and was carried unanimously to approve the Consent Agenda.

6. **Unfinished Business:** 204 Franklin St. – Public Hearing

Motion by Caldwell, seconded by Gregor and was carried unanimously to close regular meeting and open public hearing with respect to 204 Franklin St.

Kyle Ackerman was present and discussed his efforts to clean the premises. He has hired a landscaping company to mow the premises every 2 weeks. The City attorney presented an Order Relating to Property at 204 Franklin St., that outlined the grounds for the order and the necessary corrective steps to be taken at the property. After discussions amongst the city attorney, council members and Mr. Ackerman, Mr. Ackerman agreed to all the corrective actions that need to be taken.

Mr. Ackerman has up to 90 days to accomplish all the corrective measures that were outlined in the Order.

Motion by Gregor, seconded by Caldwell and was carried unanimously to accept the Order Relating to Property at 204 Franklin St. as presented by the City Attorney.

The Order Relating to Property at 204 Franklin St., was signed by the mayor and city clerk and filed at City Hall.

Motion by Gregor, seconded by Caldwell and was carried unanimously to close the public hearing and open the regular meeting.

7. **New Business:**

- A. Soil Boring Proposals (AET, Braun, and CVT) -

Soil boring proposals were presented to council along with SEH's recommendations of contracting CVT at the cost of \$4,045.

Motion by Caldwell, seconded by Gregor and was carried unanimously to accept the proposal for geotechnical evaluation to Chosen Valley Testing, Inc.

B. 3 quotes for Garage Door replacement (Public Works)

T. Mullenmiester presented to the council the 3 quotes for the garage door replacement at the public works building. Prime Garage Door, DG Garage Door, and Hometown Garage Door. Council discussed the 3 quotes and agreed that DG Garage Door at the cost of \$1,864.00 including sensors, be contracted to replace/repair the garage door at the public works building.

Motion by Murphy, seconded by Caldwell and was carried unanimously to accept the quote of DG Garage Door to replace/repair the garage door.

C. R. Barney – Discuss Zoning Board Admin compensation –

R. Barney discussed the need to have the zoning board administrator position a paying position with the city. He discussed the time and money spent on gas to visit sites. The council inquired about what he exactly wanted in terms of compensation i.e., mileage reimbursement, paid monthly for opened and closed permits, etc. R. Barney will consider the options and report back to council at the next meeting with an exact proposal for the council to consider.

D. 2nd and Bloomer – Gas company never hard surfaced (Travis)

The council discussed the surface that was never completed and the need for Travis to contact the gas company for reimbursement for hard surfacing that the city provided.

E. Review Peddler's License – Ice Queen (Ice cream truck)

The council reviewed the Peddler's License and approved.

F. Fire Department Relief Association – Approval of Retirement Benefits

The Fire Department Relief Association presented the Retirement Benefits audit to the council.

Motion by Gregor, seconded by Murphy and was carried unanimously to accept the Fire Department Relief Association's Retirement Benefits audit.

G. Jerry Review – Moved to end of meeting (closed meeting)

H. Cheyenne Timm resignation

Motion by Caldwell, seconded by Gregor and was carried unanimously to accept the resignation of Cheyenne Timm from the Events Set-Up position.

Motion by Murphy, seconded by Caldwell and was carried unanimously to post the Community Center Events Set-Up position at the payrate of \$25.00.

I. Hometown Heros

Keith Remund in association with the American Legion is looking for approval to purchase and showcase banners of local hometown veterans on polls in city's mail streets. Banners and brackets will be purchased – only looking for PW to install on city polls.

J. Violations

The council discussed the violations with respect to excessive vehicles and parking. The city clerk will call violators to remedy violations. If no contact is made letters will be sent to residents.

8. Correspondence and Announcements:

9. Council Discussion and Concerns:

10. Adjournment:

11. Next Meeting: Tuesday, September 5, 2023 – 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"



MORRISTOWN CITY COUNCIL MEETING MINUTES

Regular Meeting 7:00 p.m.

Tuesday, September 5, 2023

Council Present: Tony Lindahl (Mayor), Jake Golombeski, Linda Murphy, Leon Gregor, Joe Caldwell

Others Present: Ellen Judd (City Administrator), Travis Mullenmeister (PW), Jerry West (PW), Jack Schwichtenberg, Margaret Butler, Brian Brunner, Sheryl Brunner, Sharon Krenik, Elden Eklund, Mike O'Rourke, John Schlie, Steve Nordmeier, Kristina Green, Kyle Green, Jim Lonergan, Tim Flaten, Kristin Barney, Ralph Barney, Josh Malechan, Terry Schweistal, Brad Vandervest, T. Vonrouk

1. **Call to Order:** Mayor Tony Lindahl called the meeting to order of the Morristown City Council on Tuesday, September 5, 2023, at 7:00 p.m. in the Council Chambers at 402 Division St., 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:**
 - Jim Lonergan, the Zoning Board Chair, requested a work session from the City Council to allow the Zoning Administrator to vote when there isn't a quorum. Lindahl stated that the City Administrator will contact the City Attorney to discuss the options.
 - Many citizens had questions about the convicted criminal sexual conduct offender that is moving to the City of Morristown. Deputy Josh Malecha and the Minnesota Department of Corrections Notification Coordinator, Brad VanderVegt were in attendance to answer questions. Lindahl stated that there is an ordinance, 152.038 Sex Offender Transitional Housing, that says the offender cannot be closer than 1,000 feet to a church or school. This means he cannot step outside his door without breaking that ordinance. Brad VanderVegt and Josh Malecha stepped out in the lobby to finish answering questions, to allow the meeting to continue.
 - Tim Flaten stated that he would like to see aprons on the roads that were overlaid fixed in the near future to protect the longevity of the road.
5. **Consent Agenda:**
 - A. Police Report
 - B. Fire Department Report
 - C. Public Works Report
 - D. City Council Meeting Minutes – Regular Meeting 8/7/2023
 - E. Zoning Board Meeting Minutes – No Minutes
 - F. Financial Reports
 - G. Claims and Accounts
 - H. Water Bill Delinquency Report – Will come next month
 - *Motion by Golombeski, seconded by Gregor and was carried unanimously to approve the Consent Agenda.*
6. **Unfinished Business:**
 - A. 204 Franklin St.

No update, as of yet. Homeowner still has 60 days to comply with cleaning up the property.
7. **New Business:**
 - A. Park Bathrooms Update

Mike O'Rourke gave an update on the park bathrooms. He gave council plan sets and asked for permission to potentially use park funds to finish the project.

 - B. Payment Application #5 from Wencl Construction

Council expressed concerns with this potentially being the last payment. They feel there is too much work left to do. *Motion by Murphy, seconded by Golombeski and was carried unanimously to approve payment #5 in the amount of \$243,775.02 to Wencl Construction, contingent on this not being the last payment.*

 - C. Post for seasonal part-time snowplow position

Motion by Gregor, seconded by Caldwell and was carried unanimously to approve posting of the part-time snow plow position at \$25/hour with a closing date of November 1st, 2023.

D. Resolution 2023-13 Proposed Tax Levy

A citizen expressed concern with the 10% increase. Council explained that it has to be high because it cannot be lowered. There will be a final meeting and public hearing before the end of the year to approve the budget and levy.

Motion by Golombeski, seconded by Gregor and was carried unanimously to approve Resolution 2023-13 Proposed Tax Levy.

E. Set TNT Hearing Date

Motion by Murphy, seconded by Gregor and was carried unanimously to approve the TNT hearing date of December 4th, 2023 at 7:15pm.

F. Set Work Sessions – All budgets

Motion by Caldwell, seconded by Gregor and was carried unanimously to approve work sessions for the budget for October 11th at 7:00pm, and November 8th at 7:00pm.

G. New Liquor License – Old Town Tavern

Motion by Gregor, seconded by Golombeski and was carried unanimously to approve granting the new owner of Old Town Tavern a liquor license.

H. Resolution 2023-14 Fire Relief Tanker Fund Donation

Motion by Gregor, seconded by Gregor and was carried unanimously to approve Resolution 2023-14 Fire Relief Tanker Fund Donation, in the amount of \$15,000.

I. Commercial Club – Permission to use Community Center

Steve Nordmeier, from the Commercial Club, requested permission to use the Community Center parking lot and bathrooms to host Trunk or Treat.

Motion by Caldwell, seconded by Gregor and was carried unanimously to approve the use of the Community Center by the Commercial Club for Trunk or Treat.

He also informed the council that the Christmas drawing is scheduled for December 16th. Murphy requested that the events get added to the city calendar.

Motion by Gregor, seconded by Murphy and was carried unanimously to approve the use of the Community Center by the Commercial Club on December 16th.

J. Banyon Proposal – Invoice Module

Judd explained that the new invoice module would allow the city to bill a customer directly from the accounting software, and allow them to pay online.

Motion by Murphy, seconded by Golombeski and was carried unanimously to approve the Banyon proposal for the invoice module.

K. Resolution 2023-15 Allow City to Submit to MPFA

Judd explained that the resolution is required in order for the city to receive the grant funds.

Motion by Golombeski, seconded by Caldwell and was carried unanimously to approve Resolution 2023-15 Allow City to Submit to MPFA.

L. Letter from LMC – Jasinski, Legislator of Distinction

Mayor Lindahl read a letter from the League of Minnesota Cities that honored Senator John Jasinski for the work he's done for Minnesota cities.

8. Correspondence and Announcements:

Mike O'Rourke asked Council if he needs two bids for the park bathrooms. Lindahl said that two bids are required unless O'Rourke can't get them.

John Schlie asked who owns the baseball field. He wants to know who is going to pay for the toilet that's leaking. Council decided that the City should coordinate the repairs with the Baseball Association.

9. Council Discussion and Concerns:

Murphy asked if anyone has applied for the Event Set-up position. Judd said she wasn't sure, but would find out and be in touch.

Gregor asked if the letters got sent out for ~~tree trimming~~ parking violations. Judd said she believes they did.

Golombeski asked about the weeds next to the county road by the guardrail, and asked who's responsible. Mullenmeister said he would reach out to the County and figure it out.

Golombeski asked if anything has been done about the new marijuana laws. Judd said that our City Attorney has already been looking into it.

Nordmeier asked about the parking lot. Judd said that Seal King is coming next month to fix it.

Lindahl asked about franchise fees. Judd said she would look into them.

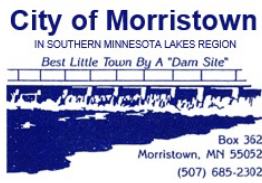
10. Adjournment: *Motion by Golombeski, seconded by Caldwell and was carried unanimously to adjourn the meeting of the City of Morristown council meeting at 8:24p.m.*

11. Next Meeting: Monday, October 2, 2023 – 7:00 p.m.

Tony Lindahl, Mayor

Attest:

Ellen Judd, City Administrator



MORRISTOWN CITY COUNCIL MEETING MINUTES
Regular Meeting 7:00 p.m.
Monday, October 2, 2023

Council Present: Tony Lindahl (Mayor), Jake Golombeski, Linda Murphy, Leon Gregor, Joe Caldwell

Others Present: Ellen Judd (City Administrator), Travis Mullenmeister (PW), Jerry West (PW), Bruce Morris (Fire Chief), Jack Schwichtenberg, Steve Nordmeier, Mike O'Rourke, John Schlie, Troy Dahle, Jim Lonergan, Ralph Barney, Doug Scott (SEH), Todd Schmidtke, Klye Green, Josh Malecha

1. **Call to Order:** Mayor Tony Lindahl called the meeting to order of the Morristown City Council on Monday, October 2, 2023, at 7:00 p.m. in the Council Chambers at 402 Division St S, Morristown.
2. **Pledge of Allegiance:** The Pledge of Allegiance was recited.
3. **Additions/Corrections to Agenda:**
 - A. Hire for Seasonal Plow Drivers
 - B. Bathroom Update
 - C. Change Order from Wencl
 - Bruce Morris asked for the Fire Report to be pulled from the Consent Agenda.
 - *Motion by Murphy, seconded by Caldwell and was carried unanimously to approve the Agenda with three additions and the Fire Report being pulled.*
4. **Comments and Suggestions from Citizens Present:**
 - Kyle Green asked about the stake that's in his yard. Lindahl said it would be addressed in 7A.
 - Mike O'Rourke said that the AC unit at the Community Center had a plugged drain line and water was on the floor. They unplugged the line and cleaned up the floor, but he wanted to make City Council aware.
 - Jack Schwichtenberg said that Coffee Club has been thinking about how the sign by the creek should be updated. Jack said he talked to the bank, and they don't want anything to do with the sign.
 - Steve Nordmeier said that people are not stopping at the intersection of Division St & Franklin St. Rahrlick recommended that the City post a sign that says "No parking here to corner".
5. **Consent Agenda:**
 - A. Police Report – September 2023 – Will be sent in separate email when received
 - B. Fire Department Report – September 2023
 - C. Public Works Report – September 2023
 - D. City Council Meeting Minutes – Regular Meeting 9/5/2023
 - E. Zoning Board Meeting Minutes – None
 - F. Financial Reports – 9/30/23 – to come in separate email
 - G. Claims and Accounts – 9/1/2023-9/30/2023
 - H. Water Bill Delinquency Report
 - Gregor mentioned that the meeting minutes from last meeting (9/5/2023) incorrectly stated "Gregor asked if the letters got sent out for tree trimming violations". Gregor said it should have been "parking violations".
 - Jake Golombeski asked about the high water bill and what can be done. Rahrlick said that it should be assessed to the property.
 - *Motion by Gregor, seconded by Caldwell and was carried unanimously to approve the Consent Agenda with the Fire Report being pulled and the minutes from last month being corrected.*
 - Bruce Morris informed the City Council that one of the Fire Department members was taken by ambulance to the hospital after responding to a fire call on Saturday. Morris said the member is okay as of now. He also stated that they have five potential new members that will be going before the board.
 - *Motion by Caldwell, seconded by Golombeski and was carried unanimously to approve the Fire Department Report.*
6. **Unfinished Business:**
 - A. 204 Franklin St – Has 30 days left, progress update
 - John Schlie said that progress has been made. Schlie stated that the resident hopes to have it cleaned up and taken care of hopefully this weekend or next weekend.

- B. Letters sent out to homeowners for grass violations, progress update
 - Murphy said that she would provide an updated list for who has complied. A fine is the next step.
 - *Motion by Murphy, seconded by Golombeski and was carried unanimously to fine \$100 to anyone that has not been compliant with the letter.*
- C. Re-post Event Set-up Position - \$100/event proposed
 - *Motion by Murphy, seconded by Golombeski and was carried unanimously to post the Event Set-up position at \$100 per event per person for up to two positions.*
- D. Rice County Presence at TNT Hearing – See attached email
 - Rice County will not attend our hearing, because the hearing is meant to be for the City’s levy only.

7. New Business:

- A. 2022 Street Project Update – Doug Scott from SEH to present
 - Scott stated that the contractor will be coming into town soon to finish the last few items on the punch list. Two inlets will also be taken care of if the change order is approved.
- B. 2024 Road Project Update – Doug Scott from SEH to present
 - Street width, storm drainage, and a sidewalk plan was discussed. Scott was interested in the opinion of the council so that he could move forward with the feasibility report. Lindahl expressed interest in sidewalk on 2nd St so kids can walk to school. Scott stated he would try to stick to the main corridors for sidewalk. He then asked how council feels about 24-foot-wide street widths, and if adding parking on the side of the road is something Council is open to. Council did not make any definitive decisions but gave their opinions for what they would like to see included in the project.
- C. Approval to pay Bevcomm online in advance
 - *Motion by Murphy, seconded by Gregor and was carried unanimously to pay Bevcomm online, in advance.*
- D. Marijuana Ordinance
 - Rahrnick stated that he feels there are three routes the City Council could take. One being regulating public use, two being regulating it on properties that the City has ownership rights, three being City Council not regulating it at all.
 - *No motion was made, but the consensus of City Council was that Judd post the updated ordinance for ‘route two’ for 10 days, to be potentially approved at the next city council meeting.*
- E. Alley Maintenance Quotes – N of Bloomer between Division & 2nd St NW
 - Gregor stated that he would like to see this item tabled until the City can definitively prove that they own the alley. *City Council didn’t take any action.*
- F. Snow Plow Quote – Timm’s Trucking
 - City Council discussed having the Public Works Department plow primarily, with Timm’s Trucking helping when needed. Golombeski expressed interest in comparing the costs again in the future.
 - *Motion by Caldwell, seconded by Murphy and was carried unanimously to hire Timm’s Trucking for snow removal.*
- G. CDL Policy
 - Judd explained that the policy allows the City to pay for employees to get their CDL. It would include a clause that says the City doesn’t have to pay if the employee fails the test, and the City would get reimbursed if the employee decides to quit the City within a certain period of time.
 - *Motion by Murphy, seconded by Caldwell and was carried unanimously to send Jerry to get his permit on City time and go to Iowa to get his CDL license, with the policy coming later.*
- H. Investments – Edward Jones & LCCB
 - Judd explained that two CD’s just came due at Edward Jones in the amount of \$28,407.49. Re-investment options are an 18-month CD at 5.5%, a 12-month CD at 5.5%, and a 24-month CD at 5.35%. The recommended CD is the 18-month.
 - *Motion by Murphy, seconded by Gregor and was carried unanimously to re-invest the \$28,407.49 in an Edward Jones CD at 18 months at 5.5%.*
 - Judd explained that the City has two CD’s coming due on October 31st at Lake Country Community Bank. They CD’s are currently at 0.4%. Lake Country is offering a 13 month CD at 4.5%.
 - *Motion by Gregor, seconded by Murphy and was carried unanimously to take the two CD’s and roll them into an Edward Jones CD in even dollars at 18 month at 5.5%. \$763.01 will be put into the checking account.*
- I. Appoint the Zoning Administrator as a member of the Board, or amend Zoning Code
 - Jim Lonergan, the Zoning Chair, stated that the Zoning Board frequently doesn’t have a quorum and would benefit from adding the Zoning Administrator as a voting member to help them have a quorum.

- *Motion by Gregor, seconded by Golombeski and was carried unanimously to appoint the Zoning Administrator to the Zoning Board.*
 - J. Pay all City employees monthly – Council, Fire, Zoning
 - Judd stated that a State of MN statute says that all employees should get paid at least once every 31 days. Judd would like to pay all employees at least once per month. Rahrick said that he would look into the statute to see what he can find.
 - *Motion by Golombeski, seconded by Caldwell and was carried unanimously to pay the Zoning Administrator monthly.*
 - K. ServiceMaster Quote
 - Judd stated that ServiceMaster came and looked at the floors and determined they need a Shower Scrub. Murphy wants the work to take place after the first of the year and would also like to look into the cost of a new floor.
 - *Motion by Caldwell, seconded by Gregor and was carried unanimously to accept ServiceMaster’s quote for resurfacing the floors.*
 - L. Employee Handbook Language – Trainings
 - Judd stated that the language now states that only City Council can approve trainings. She would like it to also say City Administrator. She would also like to change the language for the meals to a flat per diem amount.
 - *Motion by Murphy, seconded by Caldwell and was carried unanimously approve the handbook language change to allow the City Administrator to approve trainings as well as a flat fee of 30 dollars for meals.*
 - M. Remove Stop Sign at Main & 2nd St W
 - Judd stated that lots of residents have concerns about the stop sign in the NE intersection of 2nd St W and Main St. Her proposal to City Council is to remove the stop sign and make it a 3-way intersection.
 - *After a discussion, no action was taken by City Council.*
 - N. Work Session for Master Fee Schedule – Nov 8th proposed
 - *Motion by Murphy, seconded by Gregor and was carried unanimously to schedule a work session on November 8th, 2023.*
 - O. Ellen’s Review
 - *Moved to the end of the meeting.*
 - P. Connie’s Review
 - *Connie was not present for the meeting. No action was taken by City Council.*
 - Q. *Addition: Hire for Seasonal Plow Driver*
 - Judd stated that John Schlie, Richard Gauthier, and Val Kruger all applied. Gregor pointed out that last month’s meeting minutes indicate that the position is open until November 1st.
 - *Motion by Murphy, seconded by Caldwell and was carried unanimously to hire John Schlie and Richard Gauthier for the Seasonal Plow Driver position with Val Kruger as a back-up, contingent on not receiving any other applications by November 1st.*
 - R. *Addition: Bathroom Update*
 - Mike O’Rourke said that they got multiple bids back. He thinks they will be short on funds to complete the bathrooms. He would like permission to move forward with the foundation this year. He also asked if the City Council would be interested in reallocating some funds that were donated by the Fire Department, to put towards completing the bathrooms. Lindahl asked for it to be added to the next work session to discuss it.
 - *Motion by Murphy, seconded by Gregor and was carried unanimously to allow the Park Bathroom Committee to move forward with the foundation work for \$8,500.*
 - S. *Addition: Change Order from Wenc*
 - Contingency for the project has the funding to take care of the change order. Caldwell asked why some inlets work and some don’t. Scott stated that it’s impossible to tell without digging them up and investigating, and inlets are the best way to fix the problem. Council indicated that they’d like to see the contractor fix the water ponding issue without adding new inlets. *Change order was not approved.*
- 8. Correspondence and Announcements:**
- A. Utility Bills can now be emailed to residents. Please call City Hall to enroll.
 - B. Community Center parking lot closed October 16th-20th to allow SealKing to fix the parking lot.
- 9. Council Discussion and Concerns:**
- Caldwell stated that he thinks there should be more black dirt added around the castings and at the edge of the road on Main St.

- Mullenmeister stated that he checked into the storm water concerns for 403 Sidney St. He said that they have created a swale and built a berm to help with the storm water runoff.

-Closed Meeting-

City Administrator, Ellen Judd, Review

- *Motion by Gregor, seconded by Golombeski and was carried unanimously to close the regular meeting and open the closed meeting to discuss the City Administrator's yearly review.*
- The City Council discussed job performance and what they would like to see moving forward.
- *Motion by Golombeski, seconded by Murphy and was carried unanimously to close the closed meeting and reopen the regular meeting.*
- *Motion by Murphy, seconded by Caldwell and was carried unanimously to approve Ellen's review and a 3% raise, equivalent to \$1.20, back-paid to July 22nd.*

10. Adjournment:

- *Motion by Caldwell, seconded by Golombeski and was unanimously agreed to adjourn the Morristown City Council monthly meeting at 9:32 p.m.*

11. **Next Meeting:** Monday, November 6, 2023 – 7:00 p.m.

Approved:

Tony Lindahl, Mayor

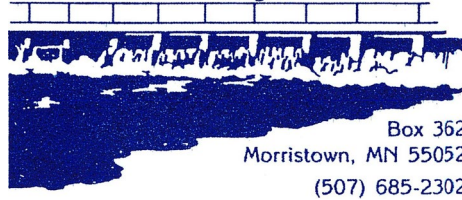
Attest:

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 WORK SESSION Wednesday, October 11, 2023

Council Present: Mayor Tony Lindahl, Jake Golombeski, Linda Murphy, Leon Gregor, Joe Caldwell

Others Present: Ellen Judd, (City Administrator), Travis Mullenmeister, (Public Works), Connie Medeiros (City Clerk), Ralph Barney, Jim Lonergan

Call to Order: N/A **Pledge of Allegiance:** N/A

1. **Additions/Corrections to Agenda:** N/A
2. **Comments and Suggestions from Citizens Present:** N/A
3. **Consent Agenda:** N/A
4. **Unfinished Business:** N/A
5. **New Business**

➤ Zoning Board Administrator Method of Payment -

It was discussed at a Special Meeting held on October 11th (both Ralph Barney and Jim Lonegran were present) that per the city council's meeting minutes of January 4, 2021- R. Barney will be paid for permits opened and closed for new construction, fences, sheds, i.e., any permits that require his presence for setback, height, or conditional use and/or any special circumstances.

➤ 205 Main Street, W Payment Plan -

City Administrator presented to the Council a payment plan for 205 Main St., W with respect to turning on the water due to resident moving back into the home. T. Lindahl and Council rejected the plan outright. The water will not be turned back on until water bill debt is paid in full. The Council discussed assessing the property for the water bill. A resolution will be presented at the next council meeting on November 6, 2023.

➤ Budget and Levy -

City Administrator presented to the Council the preliminary 2024 budget and levy for the city. The Council reviewed the budget numbers instead of having the City Administrator read off each and every line item. The council discussed a few numbers inquiring as to specifics with respect to certain line items. As of the end of discussion the council was in agreement with the preliminary budget for 2024.

The work session started at 7:40 p.m. and was completed by 8:45 p.m.

Tony Lindahl, Mayor

Attest:

Connie Medeiros, City Clerk



MORRISTOWN CITY COUNCIL MEETING MINUTES
Special Meeting 6:30 p.m.
Wednesday, October 11, 2023

Council Present: Mayor Tony Lindahl, Jake Golombeski, Linda Murphy, Leon Gregor, Joe Caldwell
Others Present: Ellen Judd (City Administrator), Connie Medeiros (City Clerk), Travis Mullenmeister (Public Works)
Call to Order: Lindahl called the special meeting of the Morristown City Council to order on Wednesday October 11, 2023, at 6:30 pm., in the Council Chambers, at 402 Division Street S., Morristown, MN.

- A. Pledge of Allegiance:** NA
- B. Additions/Corrections to Agenda:** None
- C. Comments and Suggestions from Citizens Present:** NA
- D. Consent Agenda:** NA
- E. Unfinished Business:** NA
- F. New Business:**

1. SEH to present 2024 Street Project

Doug Scott of SEH presented to the Council the 2024 Street Project requested by the Council. He began his discussion presenting the Feasibility Study which consists of the 2 phases of the project. Phase 1, which will occur in the spring of 2024 and Phase 2 in the spring of 2025. Doug presented highlight maps of the roads that will be included in the street project. Phase 1 include Ann St., W to Division St.; Ann St., E (Division) to 2nd St., E; Washington St., SE (Division) to 3rd St., E; 1st St., SE (Washington to Main); and 2nd St., SE (Ann to Main). The Council inquired about some streets that could potentially be withdrawn and/or added from/to the project. He answered questions from the council with respect to widening roads, sidewalks, drainage, etc. Doug spoke of the existing sanitary sewer and indicated that most of the system is in good working condition with only a few areas needing repairs as opposed to the storm sewers which appear to be from the original system and that drainage routes are flat with slow drainage. The scope of work with respect to these issues are full street reconstruction pedestrian safety improvements, complete water main replacement, complete water service replacement, drainage improvements and sanitary sewer spot repairs. The presentation was a projected insight as to what/will/can be part of the 2024 street project included were estimated costs and assessments to homeowners. Phase 2 which is projected to commence in the spring of 2025 consists of Chestnut St E (Division) to 3rd St., E; Division St., N (Franklin to Bloomer); 1st St., NE (Main) to dead end; and 2nd St., E (Chestnut to Ann, Main to Franklin, from Bloomer to dead end. As opposed to Phase 1, Phase 2 is not as extensive and costly. The Council's questions with respect to Phase 2 were minimal due to the fact that council is mostly viewing and evaluating Phase 1 at this point in time.

Motion by Murphy, seconded by Caldwell, and approved unanimously to approve Resolution 2023-18 Receiving Report & Calling Hearing.

Adjournment: *Motion by Murphy, seconded by Caldwell, and was carried unanimously to adjourn the Morristown City Council special meeting at 7:32 p.m.*

Tony Lindahl, Mayor

Attest,

Connie Medeiros, City Clerk



MORRISTOWN CITY COUNCIL MEETING MINUTES
PUBLIC HEARING 7:00 p.m.
Regular Meeting followed at 8:25 p.m.
Monday, November 6, 2023

Council Present: Tony Lindahl (Mayor), Jake Golombeski, Joe Caldwell, Leon Gregor, Linda Murphy

Others Present: Travis Mullenmeister (PW), Bruce Morris (FD), Doug Scott (SEH), J. Schwichtenberg, S. Nordmeier, M. O'Rourke, J. Schlie, L. Karsten, R. Karsten, J. Regan, D. Schlie, L. Schlie, S. Willing, K. McMullen, J. Rossow, P. Remington, S. Krenik, E. Eklund, J. Chmelik, D. Dulas, O. Gonzales, J. Byers, J. Wenker, K. Anderson, V. Locklier, E. Kaspaski, D. Carter, R. Merritt, T. Ahlman, R. Gauthier, C. Gauthier, T. Pratt, T. Butterfield, J. Butterfield, T. Nusbaum, A. Nusbaum, R. Schniell, M. Mellon, D. Walz

1. **Call to Order:** Mayor Tony Lindahl called the meeting to order of the Morrystown City Council on Monday, November 6, 2023, at 7:05 p.m. in the Council Chambers at 402 Division St., S, Morrystown, MN.
2. **Pledge of Allegiance:** The Pledge of Allegiance was recited.
3. **Additions/Corrections to Agenda:**
 - A. Investment into CD
 - B. Plow Truck Cutting Edges Quotes
 - C. Plow Truck Rear Axle Repair
 - D. Contract Proposal for Final Bidding and Assessments

Motion by L. Gregor, seconded by J. Caldwell and was carried unanimously to accept the Agenda with the additions added and with the Fire Department report being pulled.

Motion by J. Caldwell, seconded by L. Gregor and was carried unanimously to close regular meeting at 7:10 p.m. and open public hearing.

PUBLIC HEARING – NOTICE ON IMPROVEMENT

The public meeting was opened with Doug Scott of SEH speaking with a corresponding power point presentation. He introduced himself and stated that the purpose of the meeting is to review the Feasibility Study for the Council's consideration of the project. Doug spoke of the different phases to the 2024-2025 road project – with Phase I (2024) includes Ann St., W to Division St.; Ann St., E (Division) to 2nd St., E; Washington St., SE (Division) to 3rd St., E; 1st St., SE (Washington to Main); and 2nd St., SE (Ann to Main). Phase 2 (2025) includes Chestnut St E (Division) to 3rd St., E; Division St., N (Franklin to Bloomer); 1st St., NE (Main) to dead end; and 2nd St., E (Chestnut to Ann, Main to Franklin, from Bloomer to dead end. Doug spoke of street and utilities issues consisting of the existing water main, lead pipes, water system breakage or leakage and flow due to the age of the original lines. He also stated that MN Dept of Health does not recognize 4" water mains as providing adequate distribution of public water and it does not meet the current municipal standards for fire flow protection. Doug spoke of the existing sanitary sewer and indicated that most of the system is in good working condition with only a few areas needing repairs as opposed to the storm sewers which appear to be from the original system and that drainage routes are flat with slow drainage. The scope of work with respect to these issues are full street reconstruction pedestrian safety improvements, complete water main replacement, complete water service replacement, drainage improvements and sanitary sewer spot repairs.

His presentation continued to the estimated cost of the phases. Phase 1 comes at an estimated construction cost of 2,013,105 adding in the construction contingency and project related costs the estimated total project cost for Phase 1 is \$2,828,345. Phase 2 total construction cost \$1,614,605 and total estimated total project cost \$2,260,445. With that said the funding for Phase 1 is estimated at Special Assessments – 34%=\$952,230, City Fund – 16%=\$456,945, 2022 Bonding Bill – 50%=\$1,409,175. Phase 2 is estimated at Special Assessments – 49%=\$1,107,540, City Fund – 7%=\$152,910, 2024 Bonding Bill (city is asking for \$1M from bonding bill) – 44%=\$1,000,000.

In final he presented the Morrystown Special Assessment Policy in percentages and the Assessment Rates in dollar amounts as follows: Street Reconstruction (FF)- 50% at \$98.27/unit; Curb & Gutter (FF)-100% at \$23.28/unit; Driveways (Sq Ft)- 100% at \$86.47/unit; Reconstructed Sidewalks (FF)- 50% at \$42.05/unit; New Sidewalk (FF)-100% at \$84.10/unit; Storm Sewer Reconstruction (Sq Ft)- 50% at \$42.05/unit; Water Main (FF)- 50% at \$38.16/unit; Water Service – 100% at \$1,444/unit. Finally, he presented the timeline for public hearings and meetings that will take place prior to anything being finalized and signed off on. With all that said, Doug Scott opened the hearing for questions from citizens present.

Many residents voiced their unhappiness with the assessments that will affect their property taxes. They voiced their concerns with the project in full and the extent of disruption. The residents see no need for sidewalks that are part of the project as being necessary and/or wanted. The council informed the residents that the sidewalks are part of the project for allowance of the grant money from the state. The main concern is the necessity of this project, the price tag of this project and the assessments to the residents. Council and Doug Scott stressed to the group that what was being presented was not the final project just a projection. The council informed the

residents that the cost being presented is not the actual final numbers and that they had asked SEH to prepare an aggressive project with the understanding that many changes can and will be made prior to the final project. Nothing is written in stone.

Motion by L. Gregor, seconded by J. Caldwell and was carried unanimously to close the public hearing at 8:25 p.m. and open regular meeting.

4. Comments and Suggestions from Citizens Present:

- S. Nordmeier thanked the council and community for a great turnout on Halloween. The Truck and Treat was a success as was the FD first stop and CC's second stop.
- M. O'Rourke inquired about the closing of the compost site – he would like to turn off cameras. The Council briefly discussed and opined that it should stay open as late as possible or until first snow fall. Council will revisit in December.
- B. Morris (FD Chief) New Hires

Motion by L. Murphy, seconded by L. Gregor and was carried unanimously to accept B. Morris request to hire 4 new applicants to the Fire Department with hire dates of January 4, 2024.

- B. Morris/S. Nordmeier discussed the new tanker truck that at present time is being wrapped. FD is requesting approval to begin the process of putting out bids for sale of current tanker truck.

Motion by J. Caldwell, seconded by L. Murphy and was carried unanimously to approve the beginning process of putting out bids for sale of current tanker truck.

5. Consent Agenda:

- A. Police Report – October 2023
- B. Fire Department Report – October 2023
- C. Public Works Report – October 2023
- D. City Council Meeting Minutes – Regular Meeting 10/2/2023 & Work Session 10/17/2023
- E. Zoning Board Meeting Minutes – 10/26/2023
- F. Financial Reports – 10/31/23
- G. Claims and Accounts – 10/1/2023-10/31/2023

Motion by J. Caldwell, seconded by L. Gregor and was carried unanimously to approve the Consent Agenda.

6. Unfinished Business:

A. 204 Franklin St – 90-day progress update – Updates have been completed. Premises is in compliance to what was asked of homeowner.

- B. Event Set-up Position – Jessica Purdie & Ryan Seykora

Motion by J. Caldwell, seconded by J. Golombeski and was carried unanimously to hire Jessica Purdie and Ryan Seykora to the Community Center Set-up position. Conditional that Jessica Purdie will be the main contact and only utilize Ryan's assistance with large set-ups.

- C. Change Order from Wencl – Wencl has been back to area to rectify issues.

7. New Business:

- A. Resolution 2023-20 – Doug to Explain

Motion by L. Murphy, seconded by L. Gregor and was carried unanimously to accept Resolution 2023-20 a Resolution Ordering Improvement and Preparation of Plans with the change to Washington Street.

- B. Ordinance 2023-5 - Section 92.70 – Cannabis

Motion by L. Gregor, seconded by J. Caldwell and was carried unanimously to accept Ordinance 2023-5 – An Ordinance Creating Section 92.70 of the Morristown City Code Regulating Use of Cannabis on Public Property.

- C. COLA – Council briefly discussed and tabled until December meeting for further discussion.

D. Earned Safe and Sick Time (ESST) – Council briefly discussed and tabled until December for further discussion with respect to options,

- E. Training Reimbursement Policy

Motion by L. Gregor, seconded by L. Murphy and was carried unanimously with respect to the Training Reimbursement Policy for CDL change being at 75% 1st year and 50% 2nd year.

F. Firefighter Pay Schedule Agreement – Council briefly discussed. No action needed to be taken. Fire Department pay schedule is part of Fire Department's by-laws.

- G. Drug and Alcohol Consortium & MMUA Membership – Council briefly discussed. No action was taken.

- H. Second Public Works Cell Phone - \$41/month

Motion by J. Caldwell, seconded by J. Golombeski and was carried unanimously to approve the purchase of a 2nd cellphone for the Public Works Department (J. West).

- I. Resolution 2023-18 – Post Election Write-In Vote Counting

Motion by L. Gregor, seconded by J. Golombeski and was carried unanimously to accept Resolution 2023-18 A Post-Election Write-In Vote Counting

- J. 4H Club - Permission to use Government room free of charge

- i. Halloween party, Nov 12th starting at 4pm
- ii. Christmas Party – Dec 10th at 4pm
- iii. June 9th – Scrap booking – date may change

Motion by J. Golombeski, seconded by J. Caldwell and was carried unanimously to approve the request of the 4H Club to waive government room charge.

K. ATM at Community Center – O'Rourke's to explain – M. O'Rourke commented that the Commercial Club will be contracting to have an ATM located in the Community Center.

L. Hydrant Removal for Fire Department – B. Morris informed the council that the FD removed hydrants due to lack of use.

Motion by J. Golombeski, seconded by L. Murphy and was carried unanimously to accept the expense of removing the hydrants.

M. Resolution 2023-16 Final Polling Place

Motion by J. Golombeski, seconded by L. Murphy and was carried unanimously to accept Resolution 2023-16 A Resolution Designating Final Polling Place

N. Resolution 2023-17 Assessment of Delinquent Water Bills

Motion by J. Golombeski, seconded by L. Gregor and was carried unanimously to accept Resolution 2023-17 Authorizing Assessment of Delinquent Water Bills for Collection in 2024.

O. WEM Prom Committee – Request to waive hall fees for After-Prom (May 4-5, 2024)

Motion by J. Caldwell, seconded by L. Murphy to approve WEM Prom Committee the rental of the Great Hall for \$250.00 and not waive the fee completely.

P. Resolution 2023-19 Accepting a Donation to the Fire Department

Motion by J. Golombeski, seconded by J. Caldwell and was carried unanimously to accept Resolution 2023-19 A Resolution Accepting Donation to the Fire Department.

Q. Pay Community Co-op Bill through bank account in advance

Motion by L. Murphy, seconded by J. Golombeski and was carried unanimously to allow the payment of the Co-Op invoice through bank account.

R. Copier Rental Agreement

Motion by J. Caldwell, seconded by L. Gregor and was carried unanimously to approve the rental agreement with EO Johnson for the Toshiba Estudio 3025AC 30 CPM Color.

S. Water Bill Delinquency Report – Council discussed depth. City Clerk will mail out delinquency letters and turn off water on scheduled turn off day.

T. Connie Review – Review was moved to end of meeting.

U. Investment into CD

Motion by L. Murphy, seconded by L. Gregor and was carried unanimously to invest into the Edward Jones 12-month CD at 5.45% with Wells Fargo.

V. Plow Truck Cutting Edges Quotes

Motion by J. Caldwell, seconded by J. Golombeski and was carried unanimously to accept Napa quote for the plow truck cutting edges.

W. Plow Truck Rear Axle Repair

Motion by L. Gregor, seconded by J. Golombeski and was carried unanimously to accept Freightliner quote for plow truck rear axle repair conditional that Freightliner expedite work.

X. Contract Proposal for Final Bidding and Assessments

Motion by L. Murphy, seconded by J. Golombeski and was carried unanimously to accept the contract proposal for final bidding and assessments as of today November 6, 2023, and 2024 project.

Motion by L. Murphy, seconded by J. Golombeski and was carried unanimously to close regular meeting and open closed meeting for Connie's review.

City Clerk discussed review and items for improvement. Council discussed. Not a monetary review.

Motion by J. Golombeski, seconded by L. Gregor and was carried unanimously to close the closed meeting and open regular meeting.

8. Correspondence and Announcements:

- Utility Bills can now be emailed. Please call City Hall to enroll or email admin@ci.morristown.mn.us
- November 29th Senate Capital Investment Tour – Leon Gregor and Joe Caldwell will attend.

9. Council Discussion and Concerns:

10. Adjournment:

Motion by J. Golombeski, seconded by L. Murphy and was carried unanimously to adjourn the Morristown City Council meeting at 10:10 p.m.

11. Next Meeting: Monday, December 4, 2023 – 7:00 p.m.

Tony Lindahl, Mayor

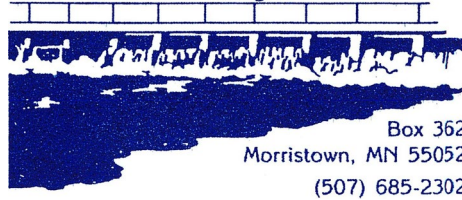
Attest:

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 WORK SESSION Wednesday, November 8, 2023

Council Present: Mayor Tony Lindahl, Jake Golombeski, Linda Murphy, Leon Gregor, Joe Caldwell

Others Present: Ellen Judd, (City Administrator), Travis Mullenmeister, (Public Works), Connie Medeiros (City Clerk)

Call to Order: N/A **Pledge of Allegiance:** N/A

1. **Additions/Corrections to Agenda:** N/A
2. **Comments and Suggestions from Citizens Present:** N/A
3. **Consent Agenda:** N/A
4. **Unfinished Business:** N/A
5. **New Business**

- Marijuana License – Council discussed the fee for future marijuana licenses. The Council agreed that a fee will be added to the Master Fee Schedule for 2024.
- Office Privacy – The council discussed the City Administrator's request for a private office. The office in question is the Skywarn office. Discussions ensued as to the new location of the Skywarn office. As of this meeting the Council will ask the Fire Department to acquire unused office space at the fire station for Skywarn.
- Budget and Levy – City Administrator outlined the City's 2024 Budget. Instead of going over the entire budget spreadsheet the council reviewed and asked questions respectively.
- Snow Removal Options – Council discussed the options for this winter's snow removal from city streets and roads. It was discussed to contact Timm's Trucking and other companies that might be available. Public Works is fine with having a company do the plowing so that they can concentrate on the alleyways, sidewalks and parking lots. The City Administrator will look into contacting other snowplowing providers and report back to council.
- Unemployment Payouts – The City Administrator stated that a seasonal employee has applied for unemployment benefits. The Council discussed what can be done to avoid claims of this nature in the future. The discussion turned to possibly having seasonal employees employed at part-time employees. The City Administrator will look into options with respect to seasonal employees. The city will not deny the employees unemployment benefits.
- Master Fee Schedule – The Master Fee schedule was discussed for changes to 2024.

The work session started at 7:05 p.m. and was completed by 9:40 p.m.

Tony Lindahl, Mayor

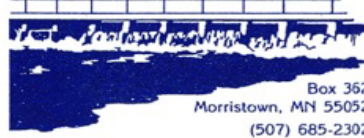
Attest:

Connie Medeiros, City Clerk

City of Morristown

IN SOUTHERN MINNESOTA LAKES REGION

Best Little Town By A "Dam Site"



MORRISTOWN CITY COUNCIL MEETING MINUTES

Regular Meeting 7:00 p.m.

Monday, December 4, 2023

Public Hearing 7:15 p.m. (Truth-in-Taxation)

Council Present: Tony Lindahl (Mayor), Jake Golombeski, Linda Murphy, Leon Gregor, Joe Caldwell

Other Present: Ellen Judd (City Administrator), Connie Medeiros (City Clerk), Mark Rahrick (City Attorney), Bruce Morris (Fire Department), Jack Schwichtenberg, Skip Schwartz, Phil Thoreson, Tim Winsor, Josh Malecher, Steve Nordmeier, Rick Vollbrecht, Ron Wegner, Jeremy Hanson, Lisa Karl, Paul Meyer, Jan Rossow

1. **Call to Order:** Mayor Tony Lindahl called the meeting to order of the Morristown City Council on Monday, December 4, 2023, at 7:05 p.m. in the Council Chambers at 402 Division St., S, Morristown, MN.

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

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

A. New Business 7CC: DSG Meter Quote

Motion by Caldwell, seconded by Gregor and was carried unanimously to accept the agenda with the addition of DSG Meter Quote.

4. **Comments and Suggestions from Citizens Present:** R. Vollbrecht spoke on behalf of the baseball field, he informed Council that he would like to purchase a fabric for the field. The Council informed Mr. Vollbrecht that he needs at least 2 quotes before approving any purchase.

5. **Consent Agenda:**

A. Police Report – November 2023

B. Fire Department Report – November 2023

C. Public Works Report – November 2023

D. City Council Meeting Minutes – Regular Meeting 11/6/2023 & Work Session 11/8/2023
i. Special Meeting 10/11/2023

E. Zoning Board Meeting Minutes – 11/16/2023

F. Financial Reports – 11/31/23

G. Claims and Accounts – 11/1/2023-11/31/2023

H. Water Bill Delinquency Report

Motion by Golombeski, seconded by Gregor and was carried unanimously to approve the Consent Agenda.

Motion by Golombeski, seconded by Gregor and carried unanimously to close the regular meeting at 7:15pm and open the Special Meeting on Truth-in-Taxation.

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

Mayor requested from the residents in attendance if anyone had any comments or concerns. No one spoke up.

Motion by Gregor, seconded by Caldwell and was carried unanimously to close the Special Meeting at 7:17pm and open Regular Meeting.

6. **Unfinished Business:**

A. ESST Policy

Motion by Murphy, seconded by Gregor and was carried unanimously to approve the ESST Policy.

B. Drug and Alcohol Consortium and MMUA Membership

Motion by Murphy, seconded by Caldwell and was carried unanimously to approve the MMUA Membership.

C. Fine Letters

Murphy will confirm vehicle violations have been rectified and get back to City Clerk with continued violations. City Clerk will send out letters which will include fines.

7. New Business:

A. Resolution 2023-22 Adopting Final Property Tax Levy

Motion by Murphy, seconded by Gregor and was carried unanimously to approve Resolution 2023-22 Adopting Final Property Tax Levy

B. Resolution 2023-24 – Requesting the Establishment of Parking Restrictions – Discussions commenced with respect to no parking signs being placed in front of Chache’s (100 Franklin St., W). Mr. Thoreson has verbally agreed to keep vehicles in rotation if it is necessary to park on the side of street, no vehicles will be parked for extended periods of time. If any issues arise the city will inform Mr. Thoreson immediately. Mr. Thoreson agrees to work with City to avoid any problems at the intersection. The camper that was parked across the street has been moved and will not return.

Resolution 2023-24 Requesting the Establishment of Parking Restrictions has been denied. No further action at this time will be taken on Resolution 2023-24 Requesting the Establishment of Parking Restrictions.

C. Proposed Master Fee Schedule, Schedule Hearing: January 2nd, 7:05pm proposed

Motion by Gregor, seconded by Golombeski and was carried unanimously to approve the review of the Master Fee Schedule at the public hearing on January 2, 2024, at 7:05 pm.

D. SEH – Wencil Final Pay Application

Motion by Caldwell, seconded by Golombeski and was carried unanimously to approve SEH – Wencil Final Pay Application.

E. Re-Schedule January Meeting – Tuesday, January 2nd

Motion by Golombeski, seconded by Caldwell and was carried unanimously to approve the changing of the City Council meeting from Monday, January 1, 2024, to Tuesday, January 2, 2024.

F. Re-approve Resolution 2023-21 Post-Election Write-In Vote Counting with correct number

Motion by Gregor, seconded by Golombeski and was carried unanimously to approve the Resolution 2023-21 Post Election Write-In Vote Counting with the correct Resolution number.

G. All About Signs Quote for Permitting Required Signs

Motion by Golombeski, seconded by Murphy and was carried unanimously to approve \$360.00 for All About Signs quote for 4 signs at \$90 each sign.

H. Fund Balance Policy

Motion by Murphy, seconded by Golombeski and was carried unanimously to approve the Fund Balance Policy at no less than 50% with a targeted goal of 75%.

I. CD Investment Option – With 2 CDs coming to maturity – the City Administrator presented 2 Edward Jones options to the Council to consider - 3-year term at 4.75% with a cushion of 4.60% for \$130,000 and 2-year term at 4.80% with a cushion of 4.70% for \$129,000. Both terms have no early withdrawal penalties.

Motion by Gregor, seconded by Caldwell and was carried unanimously to invest the total of \$259,021.31 in the 3-year CD at the 4.75% rate with the 4.60% cushion.

J. Sidewalk on Main St – Rice County Proposal

Motion by Murphy, seconded by Golombeski and was carried unanimously to accept the proposal from Rice County with respect to a sidewalk on northside of Main Street to the parking lot entrance.

K. Fence Dispute -

The discussion centered around a homeowner erecting a fence at the wrong property pin that was instructed by the Zoning Administrator. The Council agreed to reimburse the property owner up to the estimated cost (\$263.00) for removing the newly installed fence poles due to the fact the Zoning Administrator erroneously identified the wrong property pin. M. Rahrlick spoke about how other small cities/towns do not have zoning administrators and how they deal with permits. He explained that the permit process should consist of the property owner applying for a permit and included with the application a drawing of the property lines. That the permit should be issued under those guidelines and that if it is incorrect that the burden/liability is on the property owner to rectify the error. No liability is place on the city.

L. Permitting Process – Explained above.

M. Wholesale Tire – Parcel Division – M. Rahrlick explained to the Council that a preliminary plat is needed to be submitted prior to any division of property before any action can be taken.

N. Fire Department Call Amount - \$10 to \$15 per call

Motion by Murphy, seconded by Golombeski, Gregor and Caldwell abstained, motion carried to allow FD request to change call amount pay from \$10 per call to \$15 per call.

O. Fire Relief Spending – B. Morris presented 2024 proposed levy (Fire Relief spending) with numbers as

follows: with Fire Relief Funding a total of \$615,647 a 7.2% increase and without Fire Relief Funding a total of \$666,147 a 16.0% increase. He also presented the numbers for “Turn out gear” at \$12,500; SCBA at \$8,000; and Radios at \$30,000 a total of \$50,000.

P. Tanker Fund to increase from \$50,000 to \$65,000

Motion by Caldwell, seconded by Murphy and was carried unanimously to approve the Tanker Fund increase from \$50,000 to \$65,000.

Q. Sheriff’s Contract

Motion by Murphy, seconded by Golombeski and was carried unanimously to begin the process of renegotiating the Sheriff’s Contract from 60 hours down to 40 hours.

R. After Prom, Hall Use – Murphy explained that the After Prom would like permission to have access to the Great Hall and Gov’t room (when not in use) to prepare for the After Prom event.

S. Pay City Council, Zoning Board, and Elected Fire Officials

Motion by Golombeski, seconded by Gregor and was carried unanimously to approve the annual payments to Mayor and City Council members, Zoning Board members, and Elected Fire Department Officials.

T. Commercial Club Parking Lot Use, Christmas Parade – Commercial Club will be using the Community Center’s parking lot as the staging and line up for the 2024 holiday parade.

U. Supervisor for 2024 Street Project – The Council discussed the need for a city supervisor for the 2024 Street project. The Council agreed that no supervisor will be appointed. The Council agreed that SEH and the contractors have supervisors watching the project and that adding a city supervisor will just cause unnecessary problems.

V. Approval to Pay Bills in Advance – Entire List for Council Consideration and Approval

Motion by Murphy, seconded by Gregor and was carried unanimously to approve bill pay in advance.

W. Resolution 2023-26 Creation of Fund 403, 2024 Street Project

Motion by Murphy, seconded by Golombeski and was carried unanimously to approve Resolution 2023-26 for the Creation of Fund 403, 2024 Street Project.

X. Resolution 2023-25 Creation of Fund 703 Sewer Capital Fund

Motion by Gregor, seconded by Murphy and was carried unanimously to approve Resolution 2023-25 for the Creation of Fund 703 Sewer Capital Fund.

Y. Resolution 2023-23 Creation of Fund 702 Water Capital Fund

Motion by Caldwell, seconded by Golombeski and was carried unanimously to approve Resolution 2023-23 for the Creation of Fund 702 Water Capital Fund.

Z. Bill Public Works time to Homeowner

Motion by Caldwell, seconded by Murphy and was carried unanimously to approve the billing to the property owner for the overtime of Public Works employees of up to \$200.00.

AA. COLA

Motion by Golombeski, seconded by Murphy, objected by Caldwell, motion carried to approve COLA of 3% to city employees starting in January 2024.

BB. Travis Review – T. Mullenmeister was not present at the meeting. Annual review was not discussed.

Motion by Golombeski, seconded by Gregor and was carried unanimously to conduct T. Mullenmeister’s review at the January 2, 2024, City Council meeting.

CC. Addition: DSG Meter Quote

Motion by Murphy, seconded by Caldwell and was carried unanimously to approve the quote from DSG for meter at the quoted amount of \$3,435.30.

8. Correspondence and Announcements:

9. Council Discussion and Concerns:

10. Adjournment: *Motion by Golombeski, seconded by Caldwell and was carried unanimously to adjourn the December 4, 2023, City Council meeting at 8:55 p.m.*

11. Next Meeting: 7:00 p.m. Tuesday, January 2, 2024

Tony Lindahl, Mayor

Attest,

Connie Medeiros, City Clerk