

City of Oronoco
Regular City Council Meeting Agenda
July 20, 2011 @ 7:00PM

I. CALL TO ORDER

Councilor Scott Keigley called the meeting at 7:00 pm.

II. ROLL CALL

Member Present: Councilor Scott Keigley, Councilor Nathan Hartung, Councilor Doug Gillard, Attorney Fred Suhler, City Engineer Joe Palen, and Clerk Sandy Jessen. Councilor Skyler Breitenstein and Mayor Kevin McDermott were unable to attend the meeting.

III. APPROVAL OF AGENDA

Councilor Scott Keigley motioned to approve the agenda, Councilor Doug Gillard second; all in favor, motion carried.

IV. PUBLIC FORUM

Laurie Christopherson at 203 E Center Street, during the last rain the ditches filled up. The culverts are small. They got some sandbags during the last rain, their yard fills with water, this is not a single occurrence, it happens during heavy downpours. The culvert by the river got plugged up. She would like a remedy to the situation. Perhaps enlarging the culverts. City Engineer Joe Palen will look at this issue; it is a county road and their jurisdiction.

Curt Burt 20 4th Street NW; he has brother that has a band and is looking for a few gigs, there is no cost, he would like to set him up from 6-10 in his yard possibly 11. His brother would like some practice gigs. Curt will take care of his dealer's area. Mike Morrow would have one officer on staff at night. Curt will attend the Gold Rush meeting and discuss this with the committee.

Councilor Scott Keigley called three times for public forum and closed it at 7:10pm.

V. DEPARTMENTS & COMMITTEE REPORTS

A. OCSO ~ Sgt. Mike Morrow

Nuisance issue with a dog at large. Deputy tagged them for being unlicensed. She doesn't pay the fines. She has a past with this issue and the city may want to consider civil action. Ultimate solution is to contact the landowner. Letters have been sent to the property owner as well. Sgt. Mike Morrow will contact the land owner.

B. FIRE DEPARTMENT ~ Dan Sundt, Fire Chief

1. Runs 9 (brush fire in Elk Run, storm watch, car accident/EMS assists)
2. Insurance Services Office (ISO) paperwork/meetings done and they did good on the tanker test. Mutual aid tanker test on 8/8. Met on the 6th and the 7th. Have Zumbro Falls, Mazeppa, and Rochester coming out for the test. There maybe two ISO ratings for the city those with hydrants and those without. Each jump on insurance for a home is about \$400.
3. Renewed interest in burning an old house/corncrib downtown. Could use as a training.
4. Truck committee update: 2011 FEMA grant opening soon, so plan to try for something.
5. Wabasha County Firefighters Mutual Aid Association meeting update. Three mutual aid: Olmsted County, Zumbro Valley, and Wabasha county; they are trying to host a firefighter class.

6. Liquor License; Councilor Scott Keigley motioned to approve the liquor license, Councilor Nathan Hartung second; all in favor, motion carried.
7. Truck maintenance; have scheduled the yearly tests
8. Couple of applications have come in Ray Gallie lives on the north side and a background check has been completed.
9. Gambling; during Gold Rush at the Fire Department; they did it last year as well. Councilor Scott Keigley motioned to approve the off site gambling at gold rush Councilor Nathan Hartung second; all in favor, motion carried.

C. FIRST RESPONDERS ~ Jeff Allhiser, 1st Responder Director

1. Runs - 10:7 township, 3 city
2. First responder class starting in Zumbrota,

D. EOC ~ Pat McGovern, Director

1. Tarps for sandbagging; \$40 per roll, 100 feet long and 10 feet wide it helps keep the sandbags waterproof. Councilor Nathan Hartung thinks it is important to get them. Will need four to five. Councilor Nathan Hartung motioned to approve 5 rolls, Councilor Doug Gillard second; all in favor motion carried.
2. There is a workshop on the 23rd and 25th for storm spotting
3. Had one call a few weeks ago they radio back weather and then have the sirens go off.
4. Anemometer; ordered the one for the fire hall, and then he bought two handhelds for the trucks as backup.
5. FEMA has reimbursed the city for the flood hours. There was 954 hours. Councilor Nathan Hartung the amount of hours they put in was phenomenal but would like to hold off until next month for approval of payment.

E. PERSONNEL

1. Meeting Update: July 6, 2011
2. July Reviews:
 - Meri; 6 month; personnel committee comments were forwarded for council review. Councilor Scott Keigley motioned to approve the \$1 raise to Meri, Councilor Doug Gillard second; all in favor motion carried. Councilor Scott Keigley is accepting that her probationary period is over.
3. Cell phone reimbursement: looking at \$20 for Sandy and \$35 for Tim and Cain, Councilor Scott Keigley motioned that each are give 35 for cell phone reimbursement, Councilor Doug Gillard second; all in favor, motion carried.

F. ORDINANCES & RESOLUTIONS

1. Ordinance - Electrical inspector; is now unneeded.

G. DOWNTOWN ORONOCO GOLD RUSH DAYS* - Chair: Lynn Benrud

1. Meeting Minutes - June 15, 2011
2. Meeting postponed to July 25th @6:00pm

H. PARKS & TRAILS*

1. Meeting – July 11 , 2011
 2. River Wood Hills & Memorial Field Playground Surface Material: approx. 100 yards
 - Mulch: Ever-Green \$2643, The Mulch Store \$2520
 - Pea Gravel: Ottman \$2240; **Councilor Doug Gillard motioned to purchase the pea gravel, Councilor Nathan Hartung second; all in favor, motion carried.**
- I. LAKE SHADY – Katie Dudley, Lake Shady Committee Chair*
1. Name Change for Highway Clean-up to Friends of Oronoco.
- J. COMMUNITY CENTER*
1. Oronoco Area History Center Lease; **Councilor Scott Keigley motioned to renew the lease, Councilor Doug Gillard second; all in favor, motion carried.**
- K. PUBLIC WORKS
1. Well Sealing Grant: applied for and accepted
 2. Park & Community Center Well Sealing. All quotes include permits.
 - Peterson Well Drilling: \$3150.00, 2 yards of cement grout, plus \$1,200 per well for casing perforation if required.
 - Rick's Well & Pump: \$3,200, 2 yards of cement grout, plus \$250 per additional yard and \$25.00/ft for casing perforation if required.
 - Thein Well = \$3,000 - they would salvage pump, wiring, etc. Includes all cement. Casing perforation at \$16.00/ft if required. Per Mark Thein: "Perforation would fall under "extraordinary work" - which is typically only needed between 5-10% of the time."
 - Rowland Well did not want to quote unless we pulled the pumps first **Councilor Scott Keigley motioned to go with the Thein well bid Councilor Doug Gillard second all in favor motion carried.**
 3. River Park; update work has been completed and bills will be submitted to FEMA recommendation of payment to Blitz they \$25,545; **Councilor Nathan Hartung motioned to submit the paperwork to FEMA for payment, Councilor Doug Gillard second; all in favor, motion carried.**
 4. City Shop
 5. Signs: Schedule; we are working on getting prices for the signs.
 6. Reservoir Security Fence: Sutherland Fence \$2643, The Fence Pros \$2700; there have been some issues there Councilor Scott Keigley believes full council should be in attendance. The price is good. **Councilor Nathan Hartung motioned to approve Sutherland fence, Councilor Doug Gillard second; all in favor, motion carried.**
- L. STREETS & ROADS*
1. Seal coating: August 5th; clean-up the following week on the 12th. The gold rush markings will be lost if done prior to.
 2. Frontage Road extension / intersection update; work stopped during the state shutdown.
 3. Lake Shady Rehab; final request PCI \$7430.11, Am Engineering Testing \$154. There is some seal coating and there will be some fog sealing along the road by Rochester Service. There is a two year warranty. **Councilor Scott Keigley motioned to pay the bills, Councilor Doug Gillard second; all in favor, motion carried.**

4. MNDOT Landscaping -- City Sign – Hwy 52 estimate enclosed
 5. VFW ditch / West Center ditch: Rochester Service Estimate; \$1481 it has been an ongoing issue this will be tabled until next month. City could only do the ROW.
 6. West Center Street Ditch: clean, re-shape ditch & clean culverts \$2370, this will be table until next month.
 7. Oronoco Park Patching; Rochester Service Estimate; \$542 **Councilor Nathan Hartung motioned to accept the bid, Councilor Doug Gillard second; discussion: the payment will come from the park's budget. All in favor, motion carried.**
- M. PLANNING & ZONING*
1. Meeting Minutes – July 7, 2011
Cedar Point wants to annex into the city there is a Public Hearing August 4th, Michelle Quant wants to rebuild, 2012 budget; they would like new binders and money for a drive around town. OACC; Councilor Nathan Hartung is revamping that, there are complications with the point system, and would like to have something in place for the architectural aspects prior to the expansion of Oronoco Crossings.
 2. People's Coop Updates: would like the light proposal reconsidered; could leave some off until the development is fully developed. **Councilor Nathan Hartung motioned to table Councilor Scott Keigley second all in favor, motion carried.**
- N. WATER & SEWER*
1. Minutes- June 28, 2011
 2. Pay Requests: Bonestroo; \$1520.94 **Councilor Scott Keigley motioned to pay Bonestroo, Councilor Nathan Hartung second; all in favor, motion carried.**
 3. Pumping Reports; non compliant residents, recommend that letters be sent, a letter will be sent to the pumpers as well.
 4. Required Water Connection Enforcement of residents that don't hook up prior to 2015.
 5. Dick Nelson; water connection – curb stop, he would like to be exempt from the project. Bonestroo met with Dick and discussed the location; Dick said he would get back to him and he showed him the location he wanted the service and now he doesn't like where it is. It is a difficult lot for service.
 6. Journey Development Well: Steve Jech; has some questions for the River Park subdivision, there is a lot pin missing and he would like it replaced. City Engineer Joe Palen; The center line and the pipe are about forty feet away. The waterline was further west. Steve Jech; there was a large hole dug where he believes the pin would be. City Engineer Joe Palen; they can put it back; the connection is near the line and there is a large tree there. He suggested for Steve to stop by the office and they will look at the plan. Steve Jech; they are not getting paid for the work completed on the water project; he needs to know the completion date. The city is hooking to the water in August but the streets have not been accepted. Attorney Fred Suhler; it is still public right of way. Attorney Fred Suhler needs the name of Steve's attorney and correct address for mailing notices. Steve; the city bought the building from him that's why he moved his office. Attorney Fred Suhler; we should be speaking to your attorney. Steve; at what point are we at until the city accepts the streets. City Engineer Joe Palen; the steps would be for the final wearing course to be installed and inspected. Is there a schedule for the wear course? Steve; we are waiting for more of the lots to be sold. City Engineer Joe

Palen; in time they weather and become more brittle. Steve; the watermain in Cedar Woodlands has not been tested. City Engineer Joe Palen; yes they were tested and passed. Councilor Nathan Hartung; the roads are in good condition but having the wearcourse would increase the longevity. Steve; on the well, does the city want to have the well sealed? Attorney Fred Suhler the city doesn't want the well.

- 7. Blitz Construction is recommended to make the connect to the River Park subdivision. It would be \$2093. Councilor Scott Keigley motioned to go with Blitz Construction, Councilor Doug Gillard second, all in favor, motion carried.

VI. PETITIONS, REQUESTS, & COMMUNICATIONS*

- A. Olmsted County request for ACH Transaction Authorization: Councilor Scott Keigley motioned to accept the Olmsted County request, Councilor Doug Gillard second; all in favor motion carried.
- B. 2010 Audit: Tom Cummings: a full copy of the 2010 financials was given to council. Page 40 is the general fund; revenues, property tax, gambling tax, and a franchise fee. Property taxes were a little less; that is because of delinquent taxes since 2007. It adds up to \$43,000. Attorney Fred Suhler; the bank paid up a number of the delinquent taxes on the lots. Licenses and permits was up due to People's Coop and gold rush food permits. The taking over of the dam and the park, then there was the flood; LGA was down, State aids was the flood money that was reimbursed. County payment for the dam and park is considered governmental aid. Pages 41 and 42 are the costs of general government. The five year average is about \$82,000; general government is right on task. Public safety relief association costs were up. Pages 45 and 46; total public safety is right on budget. Public works, streets highway; engineering fees are up. There is a lot of street activity. This years budget make sure budget enough. The 5 year average \$114,000. Park operations; that position now should be allocated to the different areas. Page 47 the county does fund the park. Budget was \$455,000 spent \$480,000 for a total; the city still has a positive increase in its fund balance. The city has a healthy reserve. Flood recovery fund was put together; some of it has not been reimbursed yet, it may take another 6 months to finalize it. The water utility fund is set up so it should operate as a business and to accumulate funds to cover costs. PFA didn't reimburse for all funds; in December it was at a \$23,000 deficit, this fund will need monitoring and borrowing from other funds. PFA required the special assessments be used to pay contractors; the hope is they will reimburse those to the city. Three major funds: wac/ sac; some of those funds were used for water, the capital improvement fund was set for capital projects, and the construction fund for road projects. PFA is federal money so there is some special reporting required. Councilor Nathan Hartung motioned to approve Tom Cummings financial statements Councilor Doug Gillard second all in favor, motion carried.
- C. Kelly Parker request for reimbursement Class C fireworks 2009- 2010: \$400; he has in the past he has shot off smaller fireworks Councilor Scott Keigley motioned to pay the \$400 and this will not be allowed again, Councilor Nathan Hartung second all in favor motion carried.
- D. Cemetery Association needs Board Members
- E. Carefest: Update enclosed; residents and work completed
- F. Complaints:

- 120 East Center Street dogs at large numerous letters & tickets

VII. UNFINISHED BUSINESS*

- 1. Veolia Contract; Attorney Fred Suhler has reviewed the contract. Councilor Scott Keigley motioned to accept the Veolia contract, Councilor Doug Gillard second; all in favor, motion carried.

VIII. NEW BUSINESS*

- A. Budget - set workshop session; set two tentative dates of Wednesday the 3rd and the back the 8th of August at 6:00pm.

IX. CONSENT AGENDA*

A. APPROVED BUILDING PERMITS*

1. Nathan Jacobsen	680 Valley View Rd SW	shed
2. Dale Wiens	640 2 nd Ave SE	shed
3. Mark Steffens	1175 Alona Ln SW	basement finish
4. Alan Fartaczek	1125 Chenoa Ln SW	deck

B. TASK LIST

C. MEETING MINUTES

- 1. Regular City Council Meeting Minutes – 6-15-2011

D. FINANCIALS

- 1. MBIA Account Summaries
 - 2. Budget – available at the office to view
 - 3. Accounts Payable
 - 4. Accounts Receivable
 - 5. Transaction Report
- Councilor Scott Keigley motioned to approve the consent agenda Councilor Nathan Hartung second all in favor, motion carried.

- X. CLOSED SESSION- cancelled; there is a judgment summary in August regarding Fitzpatrick.

XI. ADJOURNMENT

Councilor Scott Keigley motioned to adjourn at 9:10pm, Councilor Doug Gillard second; all in favor, motion carried.

Respectfully Submitted,

Sandra Jensen
City Clerk

Kim M. Moss
Mayor