City of Oronoco
Regular City Council
Meeting Minutes
March 21, 2005, 7:04 pm

I. CALL TO ORDER

The meeting was called to order by Mayor Bertsinger at 7:04PM.

II. ROLL CALL

Present: Joy Bertsinger, Jackie Hall, Kevin McDermott, Tom Novak, Scott Keigley, Clerk Assistant Sandy Jessen, Attorney Tom Canan, and members of the Community.

III. APPROVAL OF AGENDA

Additions:
- VI. E. 1. Dennis Blanck Resigning
- XI. B. XI.A. Bids on Ping Pong Table & Pin Ball Machine
- V. H. SEE bill for $1000.00
- VII. 9. Joint City Council & Planning & Zoning Meeting

Bertsinger motioned to approve the agenda with above noted changes, Hall second; all in favor, motion carried.

IV. MEETING MINUTES

A. 2-24-05 Regular City Council Meeting Minutes
Bertsinger sent Clerk Nymann the changes, and have been made. **Bertsinger motioned to approve the minutes with the changes, Hall second; all in favor, motion carried. Bertsinger motioned to approve A thru D, McDermott second; all in favor, motion carried.**

B. Bertsinger recommends minutes be posted at Post Office and replaced if missing.

V. FINANCES

A. Financial Reports (Disbursements, Budget, 4M Fund)* Replace old Exp & Rev w. new
Bertsinger motioned for more clarity on the 1st Responders heating bill and on the Asst. Clerk Expenditures. Novak second; all in favor, all in favor, motion carried.

B. Council Approval Report (Bills to be Paid)*
Bertsinger motioned to approve council approval report Mc Dermott second; all in favor, motion carried.

C. Payment of $677.22 to Sam's Club. **Bertsinger motioned to pay for desks from Gold Rush Special Funds; Keigley second; Hall in favor, motion carried.**

D. Payment of $402.50 to US Bank. **Bertsinger motioned to pay from Roads Special Fund; Hall second; all in favor, motion carried.**

E. Payment of $5788.30 for quad to Kelly's Sales & Service. **Bertsinger motioned to pay from Gold Rush Special Funds, McDermott second; all in favor, motion carried.**

G. Re: SEE bill holding check for clarification on $1000.00 charge for EAW Review.

VI. BUILDING PERMITS

A. Andrew Frana 830 Center St W Addition
Bertsinger motioned to approve, Hall second; All in favor, motion carried.

VII. CITY DEPARTMENT & COMMITTEE REPORTS

A. Personnel Committee

1. Cheryl Nymann – 2 year Review – Cheryl requests open session
Bertsinger motion 5% raise, Novak second; DISCUSSION: Cheryl requests a 10% raise comparing with statewide averages, Novak questions large raises and whether they are getting out of hand or are our starting pays are too low. Bertsinger feels the pay rate has been brought up to par, Rochester is much larger. Novak feels it needs to be brought up to par and then stop. **Bertsinger motion on the table;** Keigley feels another $1.00 per hour would be appropriate and Novak thinks the clerks duties will increase. **all in favor, Bertsinger aye, Keigley, McDermott, Hall, Novak nay, motion denied. Keigley motion $1.25 per hour raise, Hall second; McDermott, Hall, Novak, Keigley, in favor, Bertsinger opposed, motion carried.**
2. MCFOA meetings; Cheryl was elected to the MN MCFOA Executive Board of Directors as Vice President for Region VI . There are 3 additional meetings per year for the Board which are paid for by the MCFOA.
3. IIMC in St. Paul – Cheryl agreed to be a greeter if council agrees Tuesday, Wednesday, and half of Thursday, May 24 – 26, 2005. **Bertsinger motion to leave it to Cheryl's discretion which three days of May meetings she should attend, McDermott second; all in favor, motion carried. Bertsinger motion to pay extra nights stay in St. Cloud because of snow storm, Hall second; all in favor, motion carried.**
4. Laptop Computer – **Discussion:** Novak concerned about taking a laptop home, Cheryl suggested the need for a sign off policy to protect against personal use, Keigley felt it is a non-issue. Bertsinger said there is BSOP grant for the laptop and projector. **Keigley motion to buy laptop for $1999.35,** Canan said could possibly save money at the Dell outlet store, **McDermott second; all in favor, motion carried.**
5. Cell phones – tabled until next meeting, research more information on getting three cell phones.

B. Olmsted County Sheriff's Office

1. February reports – Tom Clayman replaces Sgt. Darnell for three months. Tom Clayman can set up training for 1st Responders and Fire Department for meth calls.
2. Dogs – call kennels and boarding places for possible contract.

C. Fire Department ~ John Stolp

1. The fire truck is scheduled to be gone week of April 4th for repairs.
2. Dan McGowen – moving here in June, but classes are in April would like him to be hired now so he can take the classes. **Bertsinger motion approval, Dan McGowan pending background check and physical, McDermott second; all in favor, motion carried.**
3. John Stolp was wondering if City Council, Fire Dept., and the 1st Responders could get together for a meal and discussion, possibly in June to show City Council the station. Bertsinger said it needs to be posted first.

D. 1st Responders ~ Gwen Holt

1. Gwen reported that there were 7 calls in February, 3 for City and 4 township. Gwen will also pursue getting 20 new coats for the 1st Responders.

E. EOC ~ Dennis Blanck

1. Dennis resigned effective immediately. He wanted a yearly salary and lost wages for time spent responding to emergencies. Council tabled discussion of a yearly salary.

Streets & Roads

F. 1. Publish Rock Bids & Street Maintenance, **Bertsinger motion to publish, Keigley second; all in favor, motion carried.**
2. Forest Lane culvert. Bertsinger feels it is up to Dan to dig it out, and Kevin from McGhie & Betts will talk to him, to check on the silt fences and culverts along Valley View Dr SW.
3. John Stolp brought up 2nd Ave SE , the blacktop is being washed out.

G. Parks Committee – Adam Brase

1. Update
Adam said they will be having regular meeting on 2nd Tuesday of the month. Brase stated that Lance Sorenson joined the committee. There are six green areas (Fitzpatrick addition) that could be that could be park space and they will do a walk thru. Bertsinger said to talk to Cheryl to define park space and Dan Fitzpatrick about deeding the land to the city. Bertsinger talked of possibly having the National Night out at one of the parks. Hall had asked if Brase could attend the Gold Rush Meeting in April 18, 2005. Novak brought the trees that will be removed for the HWY 52 project and about recycling them, to be transplanted to the park areas.

H. Community Center
1. Shop Door – **Bertsinger motion to proceed with new shop door up to $300.00, Hall second; all in favor, motion carried.**
2. The kitchen should be complete by the next meeting.

I. Planning & Zoning
1. Shoreland Ordinance – Discussion - Cory at DNR has not completed going through the Ordinance. Steve Voigt will call Cory and see if he can have it ready by April 3, 2005. The Ordinance cannot be acted upon until the DNR has approved. If on April 6, 2005 all is approved Council will meet at 6:00pm.
2. River Oaks PUD – Discussion, The PUD is integrated with the Shoreland Ordinance so it cannot be acted upon until the Shoreland Ordinance is approved.
3. River Oaks Subdivision, Preliminary Plat – cannot act upon until the Shoreland Ordinance is complete. Discussion – the Shoreland Ordinance needs to be completed before the Council can vote on the Preliminary Plat.
4. City of Oronoco Zoning Map – Novak wants to see the zoning maps cleaned up and land use maps updated. Bertsinger explained that Nymann and Jessen had been working on correcting and updating the map and would take it to county with the changes and get a new map made. **Novak motion to make cleanup zoning map, Hall second; Novak make sure the turn around with county is quick. Bertsinger repeats motion, all in favor, motion carried.**
5. Special Exception Permit Ordinance - Discussion- Bertsinger City Council should have final say in Conditional Use Permit, the date needs to be changed from June 21, 2004 to April 1, 2005. **Bertsinger motion to accept Ordinance 04-05 creating and amending the Special Exception and Special Use Permit in the City of Oronoco and replacing them with Conditional Use Permit. Keigley second; Bertsinger motion to combine first and second reading. Keigley second; all in favor, motioned carried.**
6. Summary of Projects – Bertsinger would like Nymann to clarify what's paid and unpaid, items highlighted on copy.
7. Sign on Cemetery Hill – Cheryl will send letter when she returns.

8. VanKirk Property – Discussion – Novak, the VanKirk Property is zoned B1. It appears that only industrial allows storage. He is concerned with the types of businesses allowed. The Zumbro Valley Construction Company building, puts up their building, others will see what's there and want to do the same. A clarification was made that storage buildings are allowed on B1 – B2 buildings. Bertsinger talked about fine tuning the B1 – B2 description, Canan said that would leave non-conforming uses, Novak wondered how the city could stop those types of businesses from building.
9. Bertsinger, suggests setting date for Joint City Council & Planning & Zoning meeting to work on Comprehensive Plan. Keigley suggests April 12, 2005, the Truth in Taxation Meeting. Bertsinger, sets meeting for 6:30 pm on April 12, 2005. Sandy will notify Planning & Zoning members.

J. Highway 52

1. West Frontage Road Cost Estimates – Discussion – Pat Hall land acquisition, Bertsinger and McDermott have spoken with Pat Hall before and should speak with him again before he is given an offer. Pat Hall wants to keep his property and only wants to sell the road. Canan said to look at ballfield appraisal and use the price per square foot calculation for an idea of price to be paid for the land. Bertsinger has heard that the recommendation is to get bids after MNDOT, which should be in by November. Voigt needs two months to design frontage road. **Keigley motion to authorize SEE to begin design work of the west frontage road, Hall second; discussion where funds are coming from, design two lane, Bertsinger motion design per MNDOT initial design (including initial specs) all in favor, motion carried.** Voigt brings up discussion that the frost is coming out of the ground, recommends putting weight restrictions on some city roads. Bertsinger, have Ward check with County for 7 ton weight restriction signs and post them at 2nd Ave SE, 1st Street SE, 7th Street SW, 5th Street SE, 3rd Street SE, 1st Ave NE, Riverwood Dr SW, West Center and 1st Street NW.
2. Utility Tunnel – Discussion: Why are two pipes necessary and where would they be located. The pipes are necessary if water and sewer are put in. **Bertsinger motion budget to place one Utility tunnel on the south end of town under 52, Hall second; McDermott discussion of share cost with another town or other utilities.** A letter of intention concerning the utility tunnel should be sent to Peoples Coop, Pine Island Telephone, and Aquila. Bertsinger , requests the Utility Tunnel is to be brought back on the next months meeting's agenda under Old Business.
3. Cart Path – **Bertsinger motion to put rock on cart path, Hall second; all in favor, motion carried.** Bertsinger would like a copy of Township minutes showing they had done to the road. Bertsinger tabled this until next meeting when the council can see a list of who this road affects. Discussion – on whether or not it is a city road. Canan states equal arguments on both sides (City & MNDOT) if it is a city road. Novak table it until more information is available.
4. Calling List w/ primary contact person – tabled
5. Resolution 05-04 Addressing Construction Noise Ordinance – Discussion – Keigley thinks Ordinance should be adopted, Canan brings up needed changes, Bertsinger asked if Canan can tweak the noise ordinance and get it back by April 6, 2005.
6. Ballfield SRF Appraisal – the offer is $27485.00 **Bertsinger motion to accept the offer per the March 15, 2005 letter, McDermott second; Keigley wants money directed to parks fund, Bertsinger accepts Keigley's friendly amendment, McDermott second; all in favor, motion carried.**

K. Downtown Oronoco Gold Rush - no report

L. Water / Sewer

1. Educational Meeting on Septics is April 6th.

2. Wastewater Grant Proposal – **(Bertsinger motion to authorize proposal to submit for grant, Hall second; all in favor, motion carried.)**
3. Drinking water revolving fund.- Oronoco is still on the list for grants and loans.

VIII. PUBLIC FORUM

15 Minute Time Limit ~ For items not on the agenda only. No public present.

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IX. PETITIONS, REQUESTS, COMMUNICATIONS

A. Postmaster Dave Mensing Retiring; Coffee & Cookies @ Post Office on March 29th

X. ORDINANCES & RESOLUTIONS

XI. OLD BUSINESS

A. Cost of Stolp's Cove Survey – Bertsinger – entertain a motion to pursue billing the residents in Stolp's Cove, none made.

B. Bids on Ping Pong Table & Pin Ball Machine – Bertsinger, we should accept ping pong table bid to Ed Simon for $10.00. Discussion - pin ball machine, bids too low, possibly list on EBay or put out at Gold Rush, Keigley willing to list on EBay if he is reimbursed for the cost, Bertsinger said go ahead and list it.

XII. NEW BUSINESS

A. Maintenance Agreement with County – Canan said the City Street agreement should be changed to the same last provision as the County Street agreement. **Bertsinger motioned to approve, with noted changes, Keigley second; all in favor, motion carried.**

B. National Night Out August 2nd - **Bertsinger motioned to participate, McDermott second; Keigley said he doesn't like the park idea, all in favor, motion carried.**

C. " 10 mile" rule – Bertsinger modeled a letter after Eyota supporting the bill.

XIII. ADJOURNMENT

Keigley motioned to adjourn at 10;45 PM, McDermott second; all in favor, motion carried.

Respectfully Submitted:

Joy Bertsinger, Mayor

Sandy Jessen, Assistant Clerk
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