

**CITY OF ORONOCO
SPECIAL CITY COUNCIL
MEETING MINUTES
June 14, 2005**

I. CALL TO ORDER

Mayor Bertsinger called to order at 7:40pm

II. ROLL CALL

Present: Joy Bertsinger, Jackie Hall, Scott Keigley, Kevin McDermott, Tom Novak, Clerk Nymann, Steve Jech, Joe Lonzo, Dan Zemke, Steve Voigt, Kent Nymann

III. RIVER PARK SUBDIVISION FINAL PLAT

City Engineer Steve Voigt stated that everything is complete, except that the permits for the well house and septic are not in hand, but the applications for them have been made. Clerk Nymann discussed her conversation with Ron Livingston at County (other cities approve final plats without those permits in hand, as long as the City engineer is comfortable with the plans, and the developer has the understanding that any changes due to the permits issued by the state are the developers responsibility). The other issue is that the ordinary high water lines not on final plat. Dan Z. stated that when surveyors set pins on the back of the property there will be a document by itself with ordinary high water plan, or it could be on a preliminary plat. Clerk Nymann will need it to measure off for setbacks when building permits come in. Steve and Clerk Nymann have a concern about the building permit mapping; and want Dan Z to clearly mark on the map what is necessary. Aquatic easement, lot/block numbers, access easement between lots 6 & 7, lot dimensions, building envelope and high water mark should all be on the map. This map will be given to Clerk Nymann, Steve Voigt, and to all buyers of the property for their house design when building permits are requested. Clerk Nymann referred to the letter received from Joe Lonzo which stated that Jech's do not want road (easement) to be built and take precedence over Jech's homes on lots 6 & 7. There's no concern by Jech's that these lots won't sell before Dan F. is ready to develop the private road where the easement is. Stub in septic right at easement lines as well as the well right to the easement. Dan Z. stated that Fitzpatrick will have to pump into it, and Dan F. is aware of that. City does not need to work with the timing; and suggested that this needs to be worked out between developers. Council wants to make sure owners on lots 6 & 7 know there that they cannot take over ownership of property within the easement. Nothing should happen on those lots (6 & 7) the grading should be accomplished within that easement (grades that are out there, there's still room for

the grade); placement of easement has been worked out. Lot 7 line has been moved over to the east. City does not have to micromanage the remainder of the items. WAC & SAC fees addressed completely in the development agreement also. They've responded to everything on Steve's letter dated May 12, 2005 list. Development agreement is complete. **Bertsinger motioned for approval of the River Park final plat with the following conditions:**

1. **If there are any changes to water, and sewer from state permits, the developer will be responsible for any changes.,**
2. **A building permit map is submitted to the City with the above mentioned criteria on it.**
3. **The easement between 6 & 7 is recorded**
4. **All appropriate documents are recorded by the developer (which includes the development agreement, aquatic easement and conservation easement); and that copies of these recorded documents will be provided to the City of Oronoco and the property owners at the time of sale.**
5. **All Final construction plans are signed by the City Engineer.;**
McDermott second, all in favor, motion carried.

IV. FINANCIAL SOFTWARE

Bertsinger stated that the current fund accounting software was not recommended by our accountant; and it does not work well, the Clerk has had difficulties with it, and there are continuous upgrades to the system. Clerk Nymann presented 3 options, a fund accounting program provided by LMC, Peachtree, and Quick Books. She provided an overview of programs and cost and recommended the Quick Books Pro 2005 with Payroll. The cost for this plus the new checks and envelopes would be \$607.78. She also discussed the options with the City auditor, and he does not have a problem working with Quick Books. It was asked if the City can we afford it, various options were discussed. **Bertsinger motioned to approve \$607.78 for financial software. Hall second and if Sandy needs to spend extra time inputting data from the beginning of the year, that is approved; all in favor, motion carried.**

V. AIR CONDITIONING FOR OFFICE

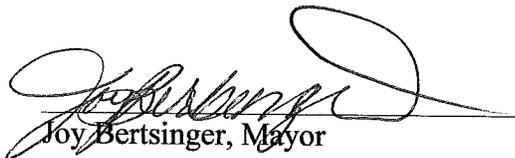
When Ward left he was checking on different options. New maintenance/groundskeeper Kent Nymann did some checking on air conditioning. There are various types of air conditioning units at Menards (such as industrial, and a smaller one for use in City Hall), You can use them anywhere; they have an attachment to put in window for access to exhaust air; a window which would require changes to window for support of the system and putting outside unit in place and piping it in \$6,000 for the office. He doesn't recommend a window unit as it will require changes to the new windows; and the outdoor system isn't cost effective. The portables unit in the office has a section that is cut to length, and

the window shuts down on it, otherwise its' freestanding. Only cycling into office is the conditioned air with no structural damage to the window. Council questioned if it's left in overnight, if there was a security problem with window? Kent stated that he spoke to several individuals at Menards and opened a box and read literature on it, and it looks to be easily installed. Kent also stated that looking to the future; this unit may also be used in other rooms for meetings. The decibel ratings are not a concern as it is less than the current fan in the office. Cost for just an office unit was \$399.00. Council asked how it drains, and Kent stated that the units drain into a gallon and a half catch basin that would need to be emptied (just like a dehumidifier). He had one huge one in the server lab in school; and it has an automatic shut off so it won't overflow. If the unit is taken out of the window, the recovery time on high cool would be within 30 minutes; hoses are like flexible straws but no damage to the window. . **Bertsinger motioned to go with a portable air conditioning unit, with money coming from the Community Center Special Fund, Hall second; DISCUSSION: it can be installed in hour and half; all in favor, motion carried.**

VI. ADJOURNMENT

Bertsinger motioned to adjourn @ 8:25pm, McDermott second; all in favor, motion carried.

Respectfully Submitted:


Joy Bertsinger, Mayor


Cheryl Nymann, Clerk/Treasurer