City of Stewart Council Meeting Minutes
March 11, 2019

Pursuant to due call and notice the Stewart City Council Meeting was held on Monday, March 11, 2019 in the Stewart Community Center.

Mayor Jason Peirce called the Meeting to Order at 7:00 p.m.

Pledge of Allegiance was recited to the flag

Roll call; Mayor: Jason Peirce - yea
Council Member: Kevin Klucas - yea
Council Member: Curt Glaeser - yea
Council Member: Carol Altrichter - yea
Council Member – James Eitel - yea

Approval of Minutes;
Motion to approve the Minutes, Glaeser / Altrichter, all in favor, motion carried

Consent of Agenda;
  1. Discussion of a letter from Logan and Lexis Markgraf - request for a reduction in their water bill due to a major leak, to be placed as item #6 in Petitions, Requests and Communications
Motion to approve the Consent of Agenda with the above addition, Altrichter / Klucas, all in favor, motion carried

Approval of Treasurer Report and Balance Sheet;
Motion to approve the Treasurer Report and Balance Sheet, Glaeser / Eitel, all in favor, motion carried

Approval of Statement of Revenue and Expenditures;
Motion to approve the Statement of Revenue and Expenditures, Klucas / Glaeser, all in favor, motion carried

Approval of Claims;
Motion to approve the Claims, Glaeser / Klucas, all in favor, motion carried

Approval of Utility Billing Information;
  1. It was indicated that there are multiple billings for one address, the reason for this is some renters pay the garbage fees and the landlord pays the other utilities
  2. It was indicated that some account amounts are high, it was explained that these are services that have been turned off for delinquent billings, but still have debt services to pay
Motion to approve the Utility Billing Information, Eitel / Glaeser, all in favor, motion carried

Approval of Bank Reconciliations – General Fund, Rehab, Stewart Fest and Pop
Motion to approve the Bank Reconciliations – General Fund, Rehab, Stewart Fest and Pop, Altrichter / Glaeser, all in favor, motion carried
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Petitions, requests and communications
1. Approval of Resolution No. 2019-17 – Resolution approving the rezoning of property owned by Curtis Wangen located at 805 Powers Street
   A. Planning & Zoning Chairperson Teresa Rosenow was present
   B. Teresa notified the Council the Planning and Zoning Commission holding a Public Hearing and there was no public input or contentions to the rezoning of 805 Powers Street
   C. Teresa notified the Council the Planning and Zoning Commission unanimously approved Resolution No. 2019-17 – Resolution approving the rezoning of property owned by Curtis Wangen located at 805 Powers Street

Motion to approve Resolution No. 2019-17 – Resolution approving the rezoning of property owned by Curtis Wangen located at 805 Powers Street, Glaeser / Eitel, all in favor, motion carried
Members were poled: Glaeser – yea, Eitel – yea, Klucas – yea, Altrichter – yea, Peirce – yea
2. Michael Morris - Discussion of using BioTifx Bacteria at the Wastewater Treatment Plant
   A. It has been a rough month with all the snow removal, so there hasn’t been much training going on, they are learning as they go
   B. The last arsenic reading was a little over 6, well within the requirements
   C. Dominic has been controlling the chlorine well
   D. They are looking into the wastewater ponds and pumps now, they want to be prepared for any flood conditions or backups that might develop
      1. They were reminded to contact the Duty Officer if there is any pumping into the stormwater system and all the required tests that are needed
      2. Michael will be here to help if there are any issues that arise
      3. The pumps are running at low compacity now
      4. Dominic will pull the pumps tomorrow to ensure they are running properly and make sure all is ready
   E. Michael would like permission to compare prices from different testing agencies
      Permission was granted
   F. The DNR annual report was completed, paid for and submitted on time
   G. Quarterly water samples were sent in
   H. Bolton & Menk is working on the phosphate levels for the new requirements at the wastewater treatment ponds - Discussion of using BioTifx Bacteria at the Wastewater Treatment Plant
      1. Michael would like to try a natural product that removes phosphate and cleans up the sludge
      2. Additional samples will be needed to make sure it will work on this system
      3. This natural product helps with the breakdown of fats and greases also
      4. From an operator’s stand point chemicals are dangerous and corrosive
      Permission was granted to bring a cost estimate of both options to the Council
   I. Come spring we should be able to discharge on time, unless it turns over early
      1. March 15th – June 15th is the City’s discharge timeframe
   3. Discussion and Permission requested to obtain quotes to update entrance overhangs at the Community Hall
A. Teresa Rosenow works for LSS, she stated that people are scared to come into the building because of the ice issues on the overhangs
B. Obtain bids from local contractors and the company that built the building
   Permission was granted to obtain bids to update the entrance overhangs at the Community Hall
4. Discussion of what the Council wants to do with the land between Mill Street and North Street
   A. A local company had showed some interested in purchasing a section on the west side, but there has not been any further discussion
   B. It was discussed that Bolton & Menk could plot the property
   C. The council didn’t feel they had the funds to develop this property now, it will take millions of dollars to put in the infrastructure
   D. It was suggested to have a developer come in and do the work
   E. At this time no decision was made, we will continue to rent it out
5. Discussion of cleaning of the Public Sidewalk Route – pertaining to the large amount of snow this year
   A. People were cleaning them in the beginning of the season but now there is a lot more snow and no place to put it
   B. If they had kept up the cleanup from the beginning, they wouldn’t have had this problem now
   C. The ordinance states that they are to be cleaned within 24 hours after the snow stops falling
   D. The ordinance gives the city the right to remove it and bill the customers
   E. It was suggested to rewrite the ordinance to provide a notification prior to removal, there is no section in the ordinance that gives the property owner prior notification
      1. 1st offence the property owner is given “X” number of days to clean the sidewalk
      2. 2nd offence there is no notification, the city cleans and bills the property owner
   F. Our ordinance doesn’t designate between a public sidewalk and a designated public sidewalk
      1. As Mayor Peirce reads the ordinance all the sidewalks are public sidewalks not just the ones the Council designated as the public sidewalks
The City Clerk was instructed to rewrite all the sections of the Code of Ordinances that pertain to the designated public sidewalk to state designated public sidewalks
The City Clerk was instructed to work on a policy and procedure for designated public sidewalk non-removal notification
The City Clerk was instructed to put in a section that would allow a timeframe of 48 hours after the snow stops falling for years like this one, when we get so much snow in such a short timeframe

Motion to suspend the snow and ice removal section of the ordinance for the winter of 2018 until May 1st of 2019, Klucas / Glaeser, all in favor, motion carried
6. Discussion of letter from Logan and Lexis Markgraf – request for reduction in water bill due to leak
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A. Logan and Lexis purchased the property at 650 Cherry Street
B. They were notified in January of a continuous leak at this property
C. Their bill is $1,475.00, they are asking the Council to forgive $1,275.00
D. The City Clerk physically turned the basement toilet off in February
E. The Council feels, they can't allow someone to be forgiven for water that runs through the meter
F. They can set up a payment plan to get it paid off

Motion to decline the request from Logan and Lexis Markgraf for a reduction in their water bill due to a major leak, Altrichter / Glaeser, all in favor, motion carried

Ordinances and Resolutions;

1. Approval of Resolution No. 2019-18 – Request for a Variance for a fourth dog at 320 Bowman Street

Motion to approve Resolution No. 2019-18 – Request for a Variance for a fourth dog at 320 Bowman Street, Glaeser / Eitel, all in favor, motion carried

Members were poled: Glaeser – yea, Eitel – yea, Klucas – abstained because this is his dog, Altrichter – yea, Peirce – yea

Reports of Officers, Boards and Committees;

1. Building Permit, Planning & Zoning Commission and Blight Notification Report
   A. There were no permits or notifications

2. Police Department Report

Motion to approve Police Department Report, Glaeser / Altrichter, all in favor, motion carried

3. Emergency Services Report
   A. Fire Department – Dean Nelson
      1. Approval of Resolution No. 2019-19 – Remodel of Fire Hall Kitchen
         A. Roll vinyl will last longer than the tiles
         B. The firemen recommend accepting the Andrew Wakefield with roll vinyl flooring bid

Motion to approve Resolution No. 2019-19 – Remodel of Fire Hall Kitchen with Andrew Wakefield with roll vinyl flooring bid selected, Glaeser / Altrichter, all in favor, motion carried

Members were poled: Glaeser – yea, Eitel – yea, Klucas – yea, Altrichter – yea, Peirce – yea

2. Approval of Resolution No. 2019-20 – Permission to apply for a McLeod Co-Op Power Grant
   A. The Firemen will purchase SCBA gear
   B. The Co-Op will determine the amount of the donation, this is not a matching grant
   C. The funds can be carried over, the firemen don’t need to use it this year

Motion to approve Resolution No. 2019-20 – Permission to apply for a McLeod Co-Op Power Grant, Altrichter / Glaeser, all in favor, motion carried

Members were poled: Glaeser – yea, Eitel – yea, Klucas – yea, Altrichter – yea, Peirce – yea

Motion to approve Fire Department Report, Glaeser / Altrichter, all in favor, motion carried
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B. EMR Department – Carol Nelson
   1. Approval of Resolution No. 2019-21 – Hire Jessica Fegley as an EMR
      A. Jessica will be testing out on Thursday, she lives east of town
      Motion to approve Resolution No. 2019-21 – Hire Jessica Fegley as an EMR, Altrichter / Glaeser, all in favor, motion carried
      Members were poled: Glaeser – yea, Eitel – yea, Klucas – yea, Altrichter – yea, Peirce – yea
   2. It has been very busy in February and March is looking busy too
      Motion to approve EMR Department Report, Altrichter / Glaeser, all in favor, motion carried

   A. Notification of information pertaining to purchase of flammable cabinet and gate at Softball Park
      1. The flammable cabinets aren't as expensive as once thought
      2. Dominic asked if the Council still wanted to go through OSHA to get a grant or just purchase them
      3. Dominic was instructed to determine what size(s) is needed and present quotes at the next meeting and they will decide
   B. It was been a busy month with snow removal
      1. They had to replace the cutting edges
      2. McLeod County is out of sand and salt
   C. Continuing to work with Michael and learning the systems
   D. Plan is to remove the Christmas lights as soon as possible, weather and snow removal has made it impossible to get it accomplished
   E. Notification of receiving the MPCA NPDES/SDS Permit for the Wastewater Treatment Facility
      1. The permit is completed and it looks good, there was no comments
   F. Discussion of preliminary Change Order #1 for Group C - installation of a new stand pipe for the water tower
      1. This change order is PFA Grant reimbursable
      2. There were no numbers on this preliminary draft, David has sent it to the contractors and it will be resubmitted to the Council for final approval
   G. Discussion and Permission to work on a plan to upgrade the wastewater system at a bottle neck area of Bowman Street, North Street and Yankee Avenue
      1. Dominic has talked with David of Bolton & Menk on this subject and they will continue to look at the issues and come to the Council with suggested improvements
      2. One suggestion was to bore on the east side of Yankee Avenue to by-pass this problem area
      3. There is also a pump issue, at the wastewater ponds, the diameter of the hose is too small to accommodate all three pumps running at the same time
      4. It was suggested to put pump 3 on its own pipe
      5. If the City solves the INI issues we would solve this issue also, this is an ongoing issue that the street projects are hopefully helping to improve
      6. There are foundation drains that are still connected to the wastewater system
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7. Dominic has been in contact with Jeff Dale from MN Rural Water and David for assistance in finding an answer to the INI issues

H. Opened the alley from Croyden Street by the clinic to Highway 212 for a clinic entrance, if Bowman becomes impassable
   1. The City Clerk was instructed to contact Laura at GRHS and let them know what we are going to do
   2. Dominic was instructed to contact the contractors who is responsible for signage and get signs made up to direct the traffic to the clinic

I. Update on tank soil borings proceedings
   1. The tank soil borings were postponed from March 11th to April 8th or 9th, when the ground isn't covered by snow

J. Dominic has no new information on the installation of the back stop, he is still looking for a company that will install it

Motion to approve the Maintenance - Water/Waste Water Departments Report, Glaeser / Eitel, all in favor, motion carried

Unfinished business;
New Business;
Miscellaneous; and
   Set a date for a Special Meeting
   1. No special meeting is needed this month

8:05 p.m. ADJOURN – Glaeser / Klucas, all in favor, motion carried

Ronda Huls – City Clerk/Treasurer

Attest:

Mayor – Jason Peirce