Pursuant to due call and notice the Stewart City Council Meeting was held on Monday, April 8, 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 - absent
Council Member: Carol Altrichter - yea
Council Member – James Eitel – yea

Approval of Minutes;
Motion to approve the Minutes, Klucas / Eitel, all in favor, motion carried

Consent of Agenda – Anyone wishing to speak with the Council that is not already on the Agenda should speak up at this section to be placed on the Agenda
1. Approval of Resolution No. 2019-30 – Use of the Softball Park by St. Paul’s Lutheran Church Group, to be placed as number 8 under Ordinances and Resolutions
2. Tim Burley and Logan Markgraf to discuss Logan’s water bill, to be placed as number 8 under Petitions, Requests and Communications
Motion to approve the Consent of Agenda with the above additions, Altrichter / Eitel, all in favor, motion carried

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

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

Approval of Claims;
1. Council Member Klucas asked why fuel was purchased at Casey’s when we have a barrel of fuel, it was explained the fuel in the barrel was frozen at the time of the purchase
Motion to approve the Claims, Eitel / Altrichter, all in favor, motion carried

Approval of Utility Billing Information;
Motion to approve the Utility Billing Information, Altrichter / Eitel, all in favor, motion carried
City of Stewart Council Meeting Minutes
April 8, 2019

Approval of Bank Reconciliations – General Fund and Pop
Motion to approve the Bank Reconciliations – General Fund and Pop, Eitel / Klucas, all in favor, motion carried

PETITIONS, REQUESTS AND COMMUNICATIONS
1. Paul Wright – McLeod County Highlights from 2018-2019
   Paul arrived later in the meeting then placement on the Agenda
   A. Remodeling events at the County
      1. The County has purchased the Jungclaus building and will convert it into the new McLeod County Government Center
      2. All the government agencies will be under one roof instead of multiple buildings
   B. Recycling and garbage economy have changed
      1. Biscay has 15-year life span left; the County will need to start looking into other options to take care of the garbage
      2. Incinerators is looking like the future for destroying garbage
         A. There is a benefit to use the energy to run other businesses
         B. They are also looking into partnering with other counties
      3. The recycling business is no longer making money for the County
         A. The County is looking at other options
   C. Creekside is city owned by the City of Hutchinson
   D. The Council requested Commissioner Wright to look into putting a turn lane on County Road 7 and Highway 212
      1. This is a very problematic corner
      2. There had been a discussion of installing the turn lane at the time Mill Street was constructed but it never happened

2. Michael Morris – EMS Environmental
   A. The water treatment plant is running well
      1. The State Health Inspector was out and found no issues, no residuals and or bacteria was found
      2. Weekly maintenance is being done
   B. Ponds are full and are being transferred and there will be a pre-discharge because of the large snowfall amount predicted this week
      1. MPCA will let us discharge prior to all the sample test results are returned because two of the sample results are good
   C. Dominic is learning the ropes on sampling the ponds and water
   D. Discussion of using BioTifx Bacteria at the Wastewater Treatment Ponds
      1. We do not have any results for phosphates rates
      2. The cost of BioTifx application is $2,600 per discharge
      3. The cost of chemical application is $5,000 per discharge
      4. For the chemical application the City will need to purchase a boat or a mechanical method of mixing the chemical
      5. BioTifx will eat the phosphate and clean the ponds of scum
      6. The Cities discharge dates are June through September
7. The City Council likes the idea of using bacteria instead of chemicals
8. With the use of BioTifx there would be no need to purchase other equipment such as a boat or a mechanical method of mixing the chemical
9. David Palm stated that John Graupman is not aware of the City looking into the use of bacteria
10. Mayor Peirce explained that the City needed to get a professional engineer to look over the mediation plan and sign it prior to the final submittal to MPCA for our Wastewater Permit
11. The Council asked for more information to be presented to them at the May meeting

G. MPCA Wastewater Permit information
   1. The MPCA permit has been approved by the State

   1. There are no issues

3. David Palm – City Engineer
   A. Change Order #1 is the inclusion of the replacement of the water tower riser pipe to the Group C Project
      1. LaTour Construction and Tower Elevated Welding has submitted the cost numbers for the change order
      2. The cost of the change order is $57,516.59
      3. There will be all new piping and insulation installed
      4. Staging, salvage and re-installment a fire hydrant are additional costs
      5. The City will be paying for half of the cost of mobilization
      6. This change order request was sent to PFA and was approved, PFA may use grant funds
      7. The MDH permit has been approved
   B. Approval of Resolution No. 2019-29 – Group C Change Order No. 1
     Motion to approve Resolution No. 2019-29 – Group C Change Order No. 1, Altrichter / Eitel, all in favor, motion carried
     Members were poled: Glaeser – absent, Eitel – yea, Klucas – yea, Altrichter – yea, Peirce – yea
   C. Changes from original assessments are being looked at and confirmed by both the City Clerk’s Office and the Engineers
   D. There have been multiple questions on when construction will begin this year
      1. David asked for patience, road restrictions are still on and the roads need to be ready to be finished, the frost is still in the ground and they are very wet, possibly the 3rd week in May
   E. Signage is in for the clinic and the ball field access is completed
   F. There are some issues with tracer wires, they will be looking into these issues

4. Information from RS Fiber
   A. RS Fiber is having a funding shortfall, HBC is working with them
   B. HBC will be taking over the operation of RS Fiber and will be paying off all the senior funders
   C. RS Fiber didn’t have all the funding in place when they began the business
City of Stewart Council Meeting Minutes
April 8, 2019

D. The interest rate has gone done and the senior lenders want their funds
E. The estimated City of Stewart payment is $30,000 for the next 5 to 7 years
F. RS Fiber wants a bigger push to get people to hook up
G. There is an estimated 1.9 million dollars’ worth of assets in RS Fiber
H. The Council does not feel comfortable voting on this with the information they have tonight
I. The Council wants to look at the financial outlay of the bond
J. It might be cheaper in the long run for the City to take the loss now
K. It has to come back to the City Council for final approval
L. The City Clerk was instructed to find the information about our portion of the bond and present this at the next meeting

5. Update on Juan Menchaca – 360 Bowman Street building issues
A. Juan appeared in court on April 4th, at the time of the meeting, the City Clerk had not heard anything back
B. On April 4th the City Clerk received a letter from the Menchacas indicating they would like to give the property to the City of Stewart
C. The City Council wants to know what hazardous materials are in the building
D. The City Council made the decision to withdraw this case from the Court system
E. Juan owns the property and the City will have nothing to do with it
F. The City Council was interested to see if there is any assistance to help take the building down if the City did own it
G. The question was asked who would be responsible if someone was hurt, the property owner is responsible for any injuries

6. Notification of payment in full of a Stormwater loan with PFA Loan
A. A Stormwater loan has been paid off

7. Notification from (Geronimo) Nordic Solar of overpayment for solar garden proceeds
A. The solar garden under preformed so we received a rebate

8. Tim Burley and Logan Markgraf
A. Tim is the coordinator of a new program to bring veterans back to our state
B. The goal of this program is to settle vets in smaller communities
C. PTSD veterans prefer smaller communities to live in
D. There are grant funds to help them settle into the communities
E. They had the house inspected prior to them moving in on January 31, and nothing was leaking at that time
F. The City Clerk found a running toilet in the home which was the cause of the excessive water use
G. Tim understands that a letter to reduce the cost was denied at the last meeting, they are requesting the City Council reconsider this situation due to the circumstances of the situation
H. The City Council voted to not reduce the bill and will not change the decision, the Council needs to treat all property owners the same no matter what special circumstances they may have
I. There are budget plans available, as long as they follow through with the plan
J. There are local community groups and churches that might be able to assist them also, they need to ask for the assistance

ORDINANCES AND RESOLUTIONS;
1. Approval of Ordinance No. 175 – Update verbage in multiple ordinances pertaining to listing the Designated Public Sidewalk correctly within all the ordinances
Motion to approve Ordinance No. 175 – Update verbage in multiple ordinances pertaining to listing the Designated Public Sidewalk correctly within all the ordinances, Altrichter / Eitel, all in favor, motion carried
Members were poled: Glaeser – absent, Eitel – yea, Klucas – yea, Altrichter – yea, Peirce – yea

2. Approval of Policy and Procedure for Designated Public Sidewalk notifications and cleaning
   A. Remove Blight Inspectors from section 2 and put in City Personnel
   B. Leave all three options as presented to the City Council
Motion to approve Policy and Procedure for Designated Public Sidewalk notifications and cleaning, Klucas / Eitel, all in favor, motion carried

3. Approval of Resolution No. 2019-22 – Port-A-Potties
   A. Vosika was chosen, no fuel surcharge
Motion to approve Resolution No. 2019-22 – Port-A-Potties with Vosika chosen, Klucas / Altrichter, all in favor, motion carried
Members were poled: Glaeser – absent, Eitel – yea, Klucas – yea, Altrichter – yea, Peirce – yea

4. Approval of Resolution No. 2019-23 – Mosquito Management
   A. Option 1 was chosen fifteen applications
   B. To begin the week before Memorial Day
   C. For the 2019-2021 season
Motion to approve Resolution No. 2019-23 – Mosquito Management with the above information selected, Klucas / Altrichter, all in favor, motion carried
Members were poled: Glaeser – absent, Eitel – yea, Klucas – yea, Altrichter – yea, Peirce – yea

5. Approval of Resolution No. 2019-24 – Special Assessment Deferral
   A. This deferral is for Kathy Statema at 750 Powers Street
Motion to approve Resolution No. 2019-24 – Special Assessment Deferral for Kathy Statema, Klucas / Eitel, all in favor, motion carried
Members were poled: Glaeser – absent, Eitel – yea, Klucas – yea, Altrichter – yea, Peirce – yea

6. Approval of Resolution No. 2019-25 – Terms and Interest Rate for EDA funds to assist the replacement of existing water or sewer connections on private property
   A. At the time the City Council approved using EDA funds to assist property owners they did not set up a term of the loan, the interest rate or the maximum amount to be loaned to one property owner
   B. Term of 5 (five) years at a 2% interest rate with a maximum amount of $4,000
City of Stewart Council Meeting Minutes
April 8, 2019

Motion to approve Resolution No. 2019-25 – Terms and Interest Rate for EDA funds to assist the replacement of existing water or sewer connections on private property with a term of 5 (five) years at a 2% interest rate with a maximum amount of $4,000, Klucas / Eitel, all in favor, motion carried
Members were poled: Glaeser – absent, Eitel – yea, Klucas – yea, Altrichter – yea, Peirce – yea

7. Approval of Resolution No. 2019-26 – BLHS School use of the softball field
Motion to approve Resolution No. 2019-26 – BLHS School use of the softball field, Altrichter / Eitel, all in favor, motion carried
Members were poled: Glaeser – absent, Eitel – yea, Klucas – yea, Altrichter – yea, Peirce – yea

8. Approval of Resolution No. 2019-30 – St. Paul’s Lutheran Church Group use of the softball field
Motion to approve Resolution No. 2019-30 – St. Paul’s Lutheran Church Group use of the softball field, Klucas / Altrichter, all in favor, motion carried
Members were poled: Glaeser – absent, Eitel – yea, Klucas – yea, Altrichter – yea, Peirce – yea

REPORTS OF OFFICERS, BOARDS AND COMMITTEES:

   A. The City Clerk asked for names for a new commissioner; the Commission is down one
Motion to approve Building Permit, Planning & Zoning Commission and Blight Notification Report, Eitel / Altrichter, all in favor, motion carried

2. Police Department Report
Motion to approve Police Department Report, Altrichter / Eitel, all in favor, motion carried

3. Emergency Services Report
   A. Fire Department – No representative was present
Motion to approve Resolution No. 2019-27 – Purchase of a Butterfly Shut Off Valve for 2002 Freightliner, Altrichter / Eitel, all in favor, motion carried
Members were poled: Glaeser – absent, Eitel – yea, Klucas – yea, Altrichter – yea, Peirce – yea

2. The Fire Department escorted the BLHS 3rd graders to Glencoe to send them off on their endeavor to win the We Read Platform during the March Madness events in Minneapolis – They won the competition
Motion to approve Fire Department Report, Altrichter / Eitel, all in favor, motion carried
   A. EMR Department – Carol Nelson
   A. Several members attended the Pipeline Safety Training
Motion to approve EMR Department Report, Altrichter / Eitel, all in favor, motion carried

   A. Approval of Resolution No. 2019-28 – Purchase of flammable cabinet
City of Stewart Council Meeting Minutes  
April 8, 2019

1. The 60-gallon cabinet was chosen, the more room for a few hundred dollars is worth it
   Motion to approve Resolution No. 2019-28 – Purchase of flammable cabinet with the 60-gallon cabinet chosen, Klucas / Altrichter, all in favor, motion carried
   Members were polled: Glaeser – absent, Eitel – yea, Klucas – yea, Altrichter – yea, Peirce – yea

   B. Christmas lights are down
   C. The trucks are still ready for the predicted snow storm, if there isn't much snow, they will let it melt, the south side of the railroad tracks roads will not be plowed due to the soft gravel issues
   D. The first game at the softball park is on Tuesday, there will be no concession stand, and the port-a-potties will be delivered prior to the game
   E. Update on tank soil borings proceedings
      1. They should be done with test drilling on Tuesday
      2. They are finding a little residue but nothing to worry about
   Motion to approve the Maintenance - Water/Waste Water Departments Report, Eitel / Altrichter, all in favor, motion carried

Unfinished business;
New Business;
   1. Six-month Performance Appraisal for Dominic Kadelbach
      A. Dominic requested the meeting be closed
Close the meeting at 9:35 p.m.
Open the meeting at 9:54 p.m.
   1. Dominic is meeting expectations, there are a few needed improvements but that is to be expected
Council approved removal from the probationary period for Dominic Kadelbach

Miscellaneous; and
   Set a date for a Special Meeting
   1. No Special Meeting is needed
9:55 p.m. ADJOURN – Altrichter / Eitel, all in favor, motion carried

Ronda Huls – City Clerk/Treasurer

Attest

Mayor – Jason Peirce