City of Stewart Council Meeting Minutes
October 14, 2019

Pursuant to due call and notice the Stewart City Council Meeting was held on Monday, October 14, 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, Altrichter / Klucas, 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. 2019-97 – PPE #6 – Mill Street to be placed under Ordinances and Resolutions at number 9
2. Approval of Resolution No. 2019-98 – Call for Public Hearing to process delinquent billings to 2020 Property Taxes to be placed under Ordinances and Resolutions at number 10
Motion to approve the Consent of Agenda with the additions listed above, Glaeser / Altrichter, 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 / Eitel, all in favor, motion carried.

Approval of Claims;
1. Council Member Klucas asked why a courtesy car was not used when the pumper was taken in for repairs, Chief Nelson responded there was no courtesy car option for taking this vehicle in for repairs and the cost to have them come to Stewart to pick it up was $100 an hour Could have taken the grass rig
2. Council Member Klucas asked why Maquire Iron’s invoice was listed under Sewer, City Clerk Huls stated it was mistakenly placed there, it should have been listed under water, it was applied in AP under Water
Motion to approve the Claims, Glaeser / Eitel, all in favor, motion carried.
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Approval of Utility Billing Information;
1. Council Member Altichter asked what was happening with the large delinquent bills, Mayor Peirse stated these accounts were listed on Resolution No. 2019-98 that was laying on the table tonight for approval to be put them onto property taxes

Motion to approve the Utility Billing Information, Klucas / Altichter, all in favor, motion carried

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

PETITIONS, REQUESTS AND COMMUNICATIONS;
1. Notification of the November Council meeting will be held on Tuesday, November 12th, due to Veteran’s Day on November 11th
2. Scott Qualle – MNSPECT
   A. Approval of Resolution No. 2019-87 – Building and Rental Inspection contract with MNSPECT
      1. Council Member Glaeser would like to see the wordage under Termination #5 to the City’s standard 30 day out clause, no with cause like all the other agreements the City has
      2. This will be a (3) three year contract
      3. Mayor Peirse would like the Fire Inspection sections be removed, this is done at the City’s request and it was in the last contract
      4. Mayor Peirse requested that after the wordage changes are completed the contract be given to the City Attorney for legal clarifications

Motion to change the wordage under Termination of 30 day out clause, no with cause and the Fire Inspection sections be removed, Glaeser / Peirse, motion failed
Glaeser – yea, Klucas – nay, Eitel - nay, Altichter - nay, Peirse - yea
5. Scott Qualle requested to know what wordage would be approved by the Council, he suggested a Termination of 90 days without cause and also leave 30 day out clause, no with cause and remove the Fire Inspections sections

The Council agreed with these suggested changes
The City Clerk was instructed to send the contract with the new wordage to the City Attorney and then present it at the November meeting for approval

B. Discussion of Rental Ordinance word changes and clarification
   1. The Council had not issues with the suggested word changes
   2. The City Clerk will create an ordinance with these changes and present it at the next meeting

3. Invitation to McLeod County Cities Meeting

ORDINANCES AND RESOLUTIONS;
1. Approval of Resolution No. 2019-85 – Opioids Negotiation Class Action Suite
   A. The City of Stewart has not had any costs for enforcing the epidemic
   B. This is class action suit against the drug companies
   C. If the City does nothing it won’t cost anything

Motion to approved Resolution No. 2019-85 – Opioids Negotiation Class Action Suite, Altichter / Glaeser, all in favor, motion carried

2. Approval of Resolution No. 2019-86 – Lawful Gambling License for American Legion Post 125
Motion to approved Resolution No. 2019-86 – Lawful Gambling License for American Legion Post 125, Altrichter / Glaeser, all in favor, motion carried

3. Approval of Resolution No. 2019-88 – Cash in a Cemetery CD for the removal of a large tree in the cemetery
Motion to approved Resolution No. 2019-88 – Cash in a Cemetery CD for the removal of a large tree in the cemetery, Altrichter / Eitel, all in favor, motion carried

4. Approval of Resolution No. 2019-89 – Software Maintenance Agreement with Ferguson Waterworks
Motion to approved Resolution No. 2019-89 – Software Maintenance Agreement with Ferguson Waterworks, Eitel / Glaeser, all in favor, motion carried

5. Approval of Resolution No. 2019-90 – Issuance of credit cards with Co/Trust Bank
Motion to approved Resolution No. 2019-90 – Issuance of credit cards with Co/Trust Bank, Altrichter / Eitel, all in favor, motion carried

6. Approval of Resolution No. 2019-91 – Additional Sick Time to be paid out
Motion to approved Resolution No. 2019-91 – Additional Sick Time to be paid out, Altrichter / Glaeser, all in favor, motion carried

7. Approval of Resolution No. 2019-92 – PPE #12 of Group C Project
Motion to approved Resolution No. 2019-92 – PPE #12 of Group C Project with a 2.5% retainage amount selected, Klucas / Eitel, motion carried

8. Approval of Resolution No. 2019-96 – Small Cities Development Grant
Motion to approved Resolution No. 2019-96 – Small Cities Development Grant Rehabilitation Revolving Funds and Reuse of Funds Guidelines, Altrichter / Klucas, all in favor, motion carried

9. Approval of Resolution No. 2019-97 – PPE #6 – Mill Street
Motion to approved Resolution No. 2019-97 – PPE #6 – Mill Street with a 99% punch list is completed and we still have retainage funds, Altrichter / Glaeser, all in favor, motion carried

10. Approval of Resolution No. 2019-88 – Call for Public Hearing to process delinquent billings to 2020 Property Taxes
Motion to approved Resolution No. 2019-88 – Call for Public Hearing to process delinquent billings to 2020 Property Taxes, Altrichter / Glaeser, all in favor, motion carried

A. The date is set of November 12th at 7:00 p.m.
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Motion to approved Resolution No. 2019-88 – Call for Public Hearing to process delinquent billings to 2020 Property Taxes, Glaeser / Altrichter, all in favor, motion carried


REPORTS OF OFFICERS, BOARDS AND COMMITTEES:

1. Building Permit, Planning & Zoning Commission and Blight Notification Report
   Motion to approved the Building Permit, Planning & Zoning Commission and Blight Notification Report, Altrichter / Glaeser, all in favor, motion carried

2. Police Report
   Motion to approved the Police Report, Klucas / Eitel, all in favor, motion carried

3. Emergency Services Report
   A. Fire Department – Dean Nelson
      1. Open house will be held on October 31, from 4 to 7
      2. Pumper is done will be picked up this week
      3. A firefighter has asked for a set of the old turnouts

   Permission was granted
   Motion to approved the Fire Report, Altrichter / Eitel, all in favor, motion carried

4. EMR Department – Carol Nelson
   Motion to approved the EMR Report, Altrichter / Glaeser, all in favor, motion carried

   A. Approval of Resolution No. 2019-93 – Winterizing Your Water System Training
      1. There will be no hotel cost
      2. It was suggested to take the city pickup

   Motion to approved Resolution No. 2019-93 – Winterizing Your Water System Training, Eitel / Klucas, all in favor, motion carried


   B. Approval of Resolution No. 2019-94 – Purchase of a dual cylinder scale for the chlorine switchover system
      1. They have been having problems recalibrating the old scale, it is original to when the plant was built

   Motion to approved Resolution No. 2019-94 – Purchase of a dual cylinder scale for the chlorine switchover system, Klucas / Eitel, all in favor, motion carried


   C. Approval of Resolution No. 2019-95 – MRWA Wastewater Training

   Motion to approved Resolution No. 2019-95 – MRWA Wastewater Training, Klucas / Glaeser, all in favor, motion carried


   C. Discussion of 2018-2019 Improvement Project – Group C
      1. Warranty work items have been completed

   D. Discussion of 2012-2013 Improvement Project – Group A warranty
      1. Warranty work items have been completed

   E. Discussion of 2016 Mill Street Project warranty
      1. Warranty work items have been completed

   F. Railroad sidewalk is being installed

   G. Been working on flushing hydrants

   H. Flooring is in at concession stand is installed
      1. It was suggested to replace refrigerators in concession stand, Kevin and Dominic will work on this at a cost of $500
I. Council Member Altrichter asked about purchasing of trees
   1. Dominic explained at the time of the sale he had other obligations
   2. Dominic was also wondering where to put them, Scott and himself have
      looked at the boulevards and can find no spots to put them in
   3. Per the ordinance the City has to be careful where trees are planted because
      of overhead and buried utility lines
J. Dominic is planning to start trimming trees next week, Dominic is looking for a
   company that will come in and top them and then return to take the stumps out
K. The State Highway Department was in to work on the culvert at Herbert Street,
   there is a 12” culvert running under the highway and they will be cleaning is out
L. Dominic is still working on getting a contractor to work on the Wiechman tile
M. Sweeping streets
N. They have begun patching the potholes, the new material is really good, it has 3
   (three) year warranty
O. The grader is in the shop for maintenance
P. Dominic had to pick up a load of garbage in the brush site
Q. Council Member Altrichter said the County may leave the Stewart sites as two
   1. Dominic was instructed to have another sign made for the brush site
R. It was suggested to wait until the ground freezes to remove the large tree in the
   Cemetery
   1. It was suggested to get estimates out 90 to 100 days for the removal of this
      tree

Motion to approved the Maintenance - Water/Waste Water Department Report, Klucas /
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

8:30 p.m. ADJOURN Glaeser / Altrichter, all in favor, motion carried

Attest:

Ronda Huls – City Clerk/Treasurer

Mayor – Jason Peirce