

## COUNCIL MEETING

**DATE:** March 12, 2013

**TIME STARTED:** 7:00 p.m.

**TIME ENDED:** 8:20 p.m.

**MEMBERS PRESENT:** Mayor Doug Pomplun, Lois Gilles, Cindy Fahey, Todd Kiecker.

**MEMBERS ABSENT:** Brad Augustin

Staff members present: Clerk Treasurer Administrator Marcia Seibert-Volz. Craig Marti, Supt. Utilities & Streets, City Attorney Aaron Walton.

Meeting was called to order by Mayor Doug Pomplun.

**APPROVAL OF THE AGENDA:** Motion by Lois Gilles, second by Cindy Fahey to approve agenda as presented. Motion carried.

**UNFINISHED BUSINESS:** Specification documents for the rehab of the auditorium were discussed. Lois informed the council that the normal in the industry is 10% of project costs. Following discussion a motion was made by Lois Gilles, second by Cindy Fahey to contract with SEH for the plan design and bidding documents. Motion carried unanimously.

Mediacom franchise agreement was discussed. Council determined that the term of the agreement should be 15 years. Action was tabled until the next meeting.

**PUBLIC HEARING:** None

**PRESENTATIONS:** Duane Hansel presented the 2013 street project. Report was reviewed on costs and special assessments. The total project cost is \$ 309,500.00. Motion by Lois Gilles, second by Todd Kiecker to approve 2013 street project as presented and adopt Resolution 2013-06 calling for public improvement hearing. Motion carried.

### RESOLUTION 2013-06

#### RESOLUTION RECEIVING REPORT, CALLING HEARING ON IMPROVEMENT AND ADVERTISING FOR BIDS.

**WHEREAS,** pursuant to resolution of the council a report has been prepared by **Bolton & Menk** with reference to the improvement of Alley Block 1, Alley Block 2, Alley Block 5 with an overlay on the north end. The storm sewer at the intersection of 2<sup>nd</sup> Ave. SE and 4<sup>th</sup> St. SE constructing a new catch basin and a new 8" storm sewer line connecting to an existing line. This report was received by the council on March 12, 2013.

**WHEREAS,** The Council has been advised by the consulting engineers that said Street Improvement of 2013 are necessary, cost-effective, and feasible and should be made as proposed, and the consulting engineers' report to this effect has heretofore been received by the Council, and filed with the City Clerk.

#### NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF FAIRFAX, MINNESOTA:

1. Bolton & Menk is hereby designated as the engineer for this improvement. The engineer shall prepare plans and specifications for the making of such improvement.
2. The council will consider the improvement of such street in accordance with the report and the assessment of abutting property for all or a portion of the cost of the improvement pursuant to Minnesota Statutes, Chapter 429 at an estimated total cost of the improvement of \$ 309,500.00.
3. A public hearing shall be held on such proposed improvement on the 9th day of April, 2013, at 7:00 p.m. and the clerk shall give mailed and published notice of such hearing and improvement as required by law.

4. The City Council shall advertise for bids. The city clerk shall cause to be inserted in the official paper and construction bulletin an advertisement for bids upon the making of such improvement under such approved plans and specifications. The advertisement shall be published for 3 weeks, shall specify the work to be done shall state that bids will be opened on April 8, 2013 at 2:00 p.m. in the council chambers and will be considered by the council following the improvement hearing on Tuesday, April 9th, 2013 at 7:00 p.m. and that no bids will be considered unless sealed and filed with the clerk and accompanied by a cash deposit, cashier's check, bid bond, or certified check payable to the city for 5 % of the amount of each bid.

**RS Fiber-Mark Erickson:** Financing the RS Fiber project is estimated at \$ 40 million with 10 cities and rural area around Fairfax participating. The anticipated debt service reserve fund will be \$2.8 million. Members of JPB remain determined to find a way to finance and build the network. The risk is low because of 52% pledge card support and will decrease even further if RS Fiber is constructed and the Rural Fiber Cooperative becomes a customer because that would make the breakeven point at 40% pledges. JPB would need 350 more customers in first three years to break even. RS Fiber can become a national showcase through membership in the national US Ignite program. The next step is to secure financing.

**BID OPENING & QUOTES:** Overhead garage door quotes were submitted:

4 Square	Large overhead door	\$ 3,442.00
	Small overhead door	\$ 1,771.00
Countrywide Lumber	Large overhead door	\$ 4,358.89
	Small overhead door	\$ 2,025.29

Motion by Lois Gilles, second by Todd Kiecker to award the contract to 4 Square for purchase of the garage doors. Motion carried. Installation will be done by city employees.

**CONSENT AGENDA:** Motion by Cindy Fahey, second by Todd Kiecker to approve consent agenda. Motion carried.

- 7.1 Approval of minutes dated February 12, 2013
- 7.2 American Legion Auxiliary Bingo Permit 4-7-2013
- 7.3 Claims for payment

**CLAIMS FOR PAYMENT:**

4-Square Builders	WATER PLANT REPAIRS	616.54
A&B Business Equipment	COPIER MAINT CONTRACT	82.31
ABM Equipment & Supply	STREET SWEEPER REPAIRS	1,649.33
ACT Services LLC	EQUIPMENT PARTS	149.10
Ameripride Linen Services	LAUNDRY - LIQUOR STORE	363.73
Arneson Distributing Inc	BEER & POP	788.20
Arnold's of Glencoe	KABOTA REPAIRS	686.79
Arvig Communication System	TELEPHONE PD	30.95
Bernicks Pepsi Cola	ICE MACHINE RENT & POP	942.43
Bernie Wenner	BUILDING INSPECTOR FEE	120.00
Bolton & Menk	ENGINEERING	1,120.00
Border States	gas modules	744.56
Bound Tree Medical, LLC	AMBULANCE SUPPLIES	656.69
Capital One, F.S.B.	POOL EXP, POSTAGE, TRAINING	572.17
Casey's	GAS	544.65
Center Point Large Print	LIBRARY BOOKS	559.38
Central Minnesota Municip	POWER PURCHASED	37,930.83
CenturyLink	TELEPHONE	1,295.31
Chip Steak & Provision Com	SUPPLIES FOR RESALE	874.97
Chris Jandl	MILEAGE LASERFICHE TRAINING	97.68
City of Fairfax	UTILITY BILLS	12,980.68
Clobes Sanitation	GARBAGE	3,292.50
Country Wide Lumber	BUILDING MAINT	487.63
Dave's Full Service	GAS	907.75
Department of Energy-WAPA	POWER PURCHASED	24,783.33
Display Sales	FLAGS	471.32
Duebers	SUPPLIES	103.31
Duininck Concrete	SANITARY SWEEPER PARTS	782.34
Ecolab Pest Elimination	PEST CONTROL	150.16

Eide Bailly LLP	2012 AUDIT	9,200.00
Fairfax Medical Clinic	FD VACINATIONS & PHSYICAL EXAMS	1,556.20
Fairfax Postmaster	POSTAGE - UTILITY BILLS	328.67
Fairfax Standard	ADVERTISING - BAR	281.72
Fairfax TV & Appliance	CD RADIO - STREET DEPT	593.46
Fairfax Veterinary Clinic	BOARDING FEES STRAY PETS	42.75
Farm Merchentile Inc.	SUPPLIES	4,712.16
Fleet Services - Dept of A	JAN LEASE PMT SQUAD CAR	658.13
Frontier Bar	LIQUOR STORE SUPPLIES	159.60
Gopher State One Call	LOCATES	2.90
Hach Company	CHEMICALS	202.42
Hawkins Water Treatment	CHEMICALS	10.00
Heggies Pizza	SUPPLIES FOR RESALE	451.75
Hermel Wholesale	SUPPLIES FOR RESALE	614.62
Jack Kiecker	CB ANTENNA REIMBURSEMENT	88.28
Jahnke Water Inc.	WATER - LIBRARY	5.85
Johnson Bros. Wholesale	LIQUOR	1,925.88
Juicebelly Entertainment	DJ	300.00
KEEPRS Inc/Cy's Uniforms	VEST - P.D.	948.79
KNUJ AM	advertising - bar	184.00
Kemske/Oswald	OFFICE SUPPLIES - LIBRARY	43.17
Kiecker Plumbing & Heating	LIQUOR STORE REPAIRS	954.41
Le Bon DJ	DJ - LIQUOR STORE	250.00
League of MN Cities	CLERK TRAINING	20.00
Locher Bros. Inc.	BEER	3,588.60
MES - MIDAM	ANNUAL AIR PACK TESTING FD	535.00
MN Chiefs of Police	POLICE TRAINING	350.00
MN Department of Commerce	ELECTRIC ASSESSMENT	212.52
MN Department of Revenue	FEB SALES TAX	10,160.00
MN Valley Testing Lab.	WATER SAMPLE TESTING	25.50
MVRRRA	2013 LEASE RENT	1,465.51
Martin Trucking, LLC	posted to wrong vendor	91.20
Matheson Tri-Gas Inc	SHOP SUPPLIES	196.01
Maynard's of Fairfax	SUPPLIES FOR RESALE	182.25
Mediacom	INTERNET - CITY HALL	484.59
Merchant Services	LIQUOR CREDIT CARD FEES FEB	377.55
Mikes Auto Parts	RAD CAP KIT	1,606.07
Minnesota Dept. of Health	STATE WATER FEE	891.00
Nationa Association of Chi	MEMBERSHIP DUES - PD	60.00
New Ulm Public Utilities	NATURAL GAS & TRANSP. CAPACITY	111,423.46
Newman Traffic Signs	STREET SIGN BRACKETS	294.40
North Ambulance	INTERCEPT 2-12-13	450.00
North EMS Educations	EMT TRAINING	807.50
North Star Pump Service	NW LIFT STATION REPAIRS	1,409.63
Northern Lights Dist.	SUPPLIES FOR RESALE	2,392.55
Office Ally	AMBULANCE FEE	19.95
Office Depot	PRINTER TONER	192.16
Oxygen Service Company	AMBULANCE SUPPLIES	109.00
Petrea Miketey	AMBULANCE SUPPLIES	65.68
Phillips Wine & Spirits	WINE	241.60
Pitney Bowes Inc.	POSTAGE	19.84
ProAction Safety & Sales	POLICE EQUIPMENT	53.87
RVS Shredding	DOCUMENT SHREDDING	30.00
Renville County	LANDFILL FEES	3,040.50
Revtrak Inc	FEB REVTRAK FEES	732.68
SelectAccount	INSURANCE FEE	232.41
Southern Wine & Spirits of	LIQUOR & WINE	1,519.99
Southwest Initiative Found	2013 CONTRIBUTION	850.00
Steve's Bakery	SUPPLIES FOR RESALE	188.42
Tapper's Beer Line Servic	CLEAN BEER TAPS	32.50
The Journal	SUBSCRIPTION - BAR	87.50
Total Register Systems	COMPUTER - BAR	2,714.63
Tow Distributing Corp.	BEER	4,021.12
Tyler Technologies	COMPUTER EQUIP MAINT CONTRACT	654.15
US Foods Culinary Equipmen	LIQUOR SUPPLIES	23.51
USA Blue Book	FIRE HYDRANT TOOL	198.17
United Farmers Coop	BOBCAT REPAIRS	192.11
Verizon Wireless	TELEPHONE PD	351.04
Viking Coca-Cola Bo. Co.	POP	172.00
WEM Wine & Spirits Inc.	LIQUOR	2,252.54
Weis Oil	GAS	2,359.68

Xcel Energy  
Younger & Walton PLLC  
Payroll Expense

TMI TRANSMISSION & SCHED. 10 PASS  
ATTORNEY FEES

11,347.54  
2,000.00  
44,010.79

**STAFF REPORTS:**

**Marcia Seibert-Volz:** Approval of clean-up day May 3, 4, 2013.  
General Construction Services, Inc. requested an extension on the term of their contract in regard to the elevated water tower.

Motion by Lois Gilles, second by Cindy Fahey to approve sponsoring the cleanup day on May 3<sup>rd</sup> & 4<sup>th</sup>, 2013. Motion carried.

Motion by Todd Kiecker, second by Cindy Fahey to approve extension of General Construction Services Contract to May 1, 2013 with the condition the civil defense sire is installed and functioning by April 12, 2013. Motion carried.

**Craig Marti:**

**Kevin Hagen -Police Report:** Police Department remodeling should be completed by April 12, 2013. Police car purchase order has been submitted.

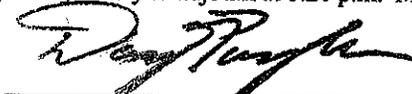
**COMMITTEE REPORTS:**

**Liquor Committee:** Liquor Committee minutes were presented dated 3-6-13.

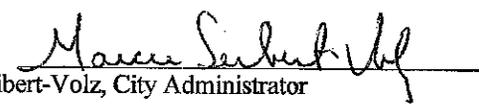
**CORRESPONDENCE:** Board of Review is scheduled for April 8, 2013 at 10:00 a.m.

**COUNCIL CONCERNS:**

**ADJOURNMENT:** Motion by Lois Gilles, second by Cindy Fahey to adjourn at 8:20 p.m. Motion carried.

  
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Mayor Doug Pomplun

ATTEST:

  
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Marcia Seibert-Volz, City Administrator