

COUNCIL MEETING

DATE: January 14, 2014

TIME STARTED: 7:00 p.m.

TIME ENDED: 9.30 p.m.

MEMBERS PRESENT: Mayor Doug Pomplun, Cindy Fahey, Lois Gilles, Todd Kiecker, Brad Augustin

MEMBERS ABSENT: none

Staff members present: Clerk Treasurer Administrator Marcia Seibert-Volz, Craig Marti, Supt. St. & Utilities, 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 the agenda with the addition of the Personnel Policy #8 and Evaluation consideration at 17.5. Motion carried.

UNFINISHED BUSINESS: None.

PUBLIC HEARING: None

PRESENTATIONS: Tami Marten and Sandy Pierson were present on behalf of the GFW Community Ed Advisory Board to present a new opportunity to have students register for a history and science camp with the Minnesota Valley History Learning Center as part of the Summer Rec Program. It would mean a need to change aspects of the summer recreation program.

Alison Girres, Pioneerland Library was not present due to weather to review the 2013 library report.

BID OPENING & QUOTES: None

Motion by Todd Kiecker, second by Cindy Fahey to approve the consent agenda. Motion carried.

- Approval of minutes dated December 10, 2013.
- Dakota Supply Group Pay Est. NO. 12 \$ 8,810.36.

Steve Volstad was not present. He requested to be put on the agenda for snow plowing alleys.

PERSONNEL POLICY: Action tabled.

Claims: Motion by Lois Gilles, second by Todd Kiecker to order paid the following claims presented at the meeting. Motion carried.

A&B Business Equipment	COPIER MAINT CONTRACT	82.31
Ameripride Linen Services	LAUNDRY - BAR	366.22
Arctic Glacier	ICE	71.68
Arneson Distributing Inc	BEER	1,980.50
Bernicks Pepsi Cola	SUPPLIES FOR RESALE	1,417.72
Bernie Wenner	BUILDING INSPECTOR	60.00
Bolton & Menk	Engineering	1,477.50
Border States	ELECTRIC SUPPLIES	219.69
Casey's	GAS	349.53
Central Minnesota Municip	Power purchased	32,120.95
CenturyLink	TELEPHONE	1,308.38
Chip Steak & Provision Com	SUPPLIES FOR RESALE	886.94
Clobes Sanitation	GARBAGE CONTRACT & PICKUP	3,117.00
Dakota Supply Group	Pay Est. 12	8,810.36
Dave's Full Service	GAS	637.85
Department of Energy-WAPA	POWER PURCHASED	26,527.27
Fairfax Postmaster	POSTAGE - UTILITY BILLS	332.57

Fairfax Standard	ADVERTISING - BAR	219.46
Fairfax Veterinary Clinic	BOARD STRAY PETS	193.00
Farm Merchantile Inc.	WIRE LIBRARY SIGN	1,547.76
Frontier Bar	STORAGE CONTAINERS - BAR	340.14
General Construction Servi	Water Tower pay est. 7 Final	35,852.65
Gopher State One Call	LOCATES	4.35
Groebner & Associates	GAS SUPPLIES	225.22
Harry's Frozen Food	SUPPLIES FOR RESALE	39.00
Hawkins Water Treatment	CHEMICALS	35.00
Heggies Pizza	SUPPLIES FOR RESALE	535.25
Hermel Wholesale	LIBRARY EXPENSE	724.58
Int'l. Institute	MEMBERSHIP FEE	145.00
Jerry's Transmission Servi	AMBULANCE REPAIR	1,449.61
Johnson Bros. Wholesale	LIQUOR	754.02
KNUJ AM	HOLIDAY AD - PD	48.05
Kandiyohi-Renville Communi	wading pool license DOH	65.00
Kiecker Plumbing & Heating	LIQUOR STORE REPAIRS	433.39
Little Falls Machine, Inc	TRUCK REPAIR	78.88
Locher Bros. Inc.	BEER	4,799.95
MII Life -VEBA	Sick Leave Pay Steve Linsmeier	8,833.72
MN Department of Commerce	CIP ASSESSMENT	278.25
MN Department of Revenue	NOV SALES TAX	21,489.00
MN Dept Labor & Industry	4th quarter bldg. surcharge	32.00
MN Municipal Bev. Ass'n.	Reg. 2014 MMBA Boot Camp	338.00
MN Municipal Utilities As	SAFETY TRAINING 1ST QTR 2014	5,142.50
MN Valley Testing Lab.	WATER SAMPLE TESTING	25.50
MTU Onsite Energy	LIFT STATION REPAIR	1,187.32
Marc Kiecker	CUT KEYS FOR LIONS PARK	8.00
Martin Trucking, LLC	FREIGHT	64.00
Matheson Tri-Gas Inc	BEER GAS	109.90
Maynard's of Fairfax	SUPPLIES FOR RESALE	483.47
Mediacom	CABLE TV & INTERNET - BAR	596.48
Merchant Services	LIQUOR CREDIT CARD FEES DEC	703.20
Midwest Machinery Co	PAYLOADER REPAIRS	235.36
Mikes Auto Parts	PARTS & REPAIRS	1,237.62
Minnesota UI	Unemployment Benefits	19.50
New Ulm Public Utilities	DEC GAS PURCHASED & TRANSP.	141,715.28
North Ambulance	INTERCEPT 12-18-13	225.00
Northern Lights Dist.	SUPPLIES FOR RESALE	2,442.99
Northland Trust Services I	BOND PAYMENT	120,738.75
Oasis Entertainment	BAND EXPENSE	200.00
Office Ally	ambulance expense	19.95
Oxygen Service Company	AMBULANCE SUPPLIES	47.31
Paustis & Sons	WINE	102.00
Phillips Wine & Spirits	LIQUOR	156.00
Pitney Bowes Inc.	POSTAGE	640.99
Premium Waters Inc	OFFICE EXP - PD	33.26
RVS Shredding	SHREDDING SERVICE	30.00
Ransacked	BAND EXPENSE	500.00
Renville Co Highway Dept	SAND/SALT	3,726.37
Renville County	LANDFILL FEES	3,398.00
Renville County Sheriff's	LETG SOFTWARE SUPPORT - PD	1,000.00
Revtrak Inc	DEC REVTRAK FEES	658.61
SW/WC Service Cooperatives	STEVE LINSMEIER MED INS	498.00
Scott Froehlich	PRINTER & INK FOR PD	136.75
Southern Wine & Spirits of	LIQUOR	1,454.01
Star & Tribune	SUBSCRIPTION - BAR	100.75
Steve's Bakery	SUPPLIES FOR RESALE	211.26
Tapper's Beer Line Servic	CLEAN BEER TAPS	65.00
Ted Domeier	ASSESSOR FEE & vehicle reg.	6,376.00
Total Register Systems	SUPPLIES - BAR	155.79
Tow Distributing Corp.	BEER	4,235.41
Tyler Technologies	HANDHELD METER READING MAINT	606.38
Verizon Wireless	TELEPHONE	395.93
Viking Coca-Cola Bo. Co.	POP	187.00
WBM Wine & Spirits Inc.	LIQUOR	1,308.03
Weis Oil	GAS	2,553.91

Xcel Energy
Younger & Walton PLLC
Payroll Expense

MISO SCHEDULE 10 & TM1
ATTORNEY FEES

5,266.85
2,000.00
52,828.65

RESOLUTION 2014-01: Motion by Lois Gilles, second by Cindy Fahey to adopt Resolution 2014-01 Official Depository.

**RESOLUTION # 2014-01
RESOLUTION DESIGNATING OFFICIAL DEPOSITORY.**

WHEREAS, Minnesota Statutes set forth the procedure for the deposit of Public Funds and it is necessary for the City Council to annually designate the banks as the official depositories for the City funds and manage the collateral pledged to such funds.

NOW THEREFORE BE IT RESOLVED, that the Fairfax City Council does hereby designate the Frandsen Bank & Trust and First National Bank as the City's official depositories for 2014.

BE IT FURTHER RESOLVED, that the Treasurer of the City of Fairfax is hereby designated as the approval authority for the acceptance and release of all collateral to be held by the City in conjunction with City funds on deposit with authorized institutions.

BE IT FURTHER RESOLVED, the City Treasurer of the City of Fairfax is hereby designated as the authority to designate additional depositories for investment purposes.

RESOLUTION 2014-02 Appointments: Motion was made by Todd Kiecker, second by Cindy Fahey to adopt Resolution 2014-02. Motion carried.

RESOLUTION 2014-02

WHEREAS, at the first council meeting, certain appointments are required to be made and approved by the City Council.

THEREFORE BE IT RESOLVED, that the following appointments shall be made for 2014:

ECONOMIC DEVELOPMNET AUTHORITY

	<u>TERM EXPIRES</u>
(5) year terms	
Sara Waibel	12-31-14
Marcia Seibert-Volz	12-31-17
Lois Gilles	12-31-16
Don Clauson	12-31-18
Anna Dummer	12-31-15

HOUSING & REDEVELOPMENT AUTHORITY (5) year terms

Robin Nesburg	12-31-15
Rich Beltz	12-31-14
Brad Augustin	12-31-17
Cindy Schweiss	12-31-18
Leann Frank, Pres.	12-31-16

LIBRARY BOARD (3) year terms

Pioneerland Rep. Francis Schweiss	12-31-14
Delores Kortz	12-31-14
Ruth Benedict	12-31-14
Jane Steinbach	12-31-15

Diane Becker	12-31-14
Becky Baker	12-31-16
Anna Endorf	12-31-16
Julie Nesburg	12-31-15

FIRE DEPARTMENT

Fire Chief James Schroeder	12-31-14
Asst. Chief Kevin Schweiss	12-31-14
1 st Captain Joel Grejtak	12-31-14
2 nd Captain Mike Kiecker	12-31-14
Secretary Petrea Mikety	12-31-14
Ambulance Captain Katie Grams	12-31-14
Ambulance 1st Lieutenant Erin Curan	12-31-14
2 nd Lieutenant Alisa Schmidt	12-31-14

COUNCIL COMMITTEES

Utilities
 Streets & Sidewalks
 Parks
 City Bldgs. & Liquor Store
 Acting Mayor
 Weed Inspector
 Law Enforcement
 Personnel
 Official Newspaper
 Attorney
 Emergency Management Director
 City Assessor

CURRENT 2014 COMMITTEES

Lois Gilles & Todd Kiecker
 Cindy Fahey & Brad Augustin
 Todd Kiecker & Cindy Fahey
 Lois Gilles & Cindy Fahey
 Cindy Fahey
 Todd Kiecker
 Doug Pomplun & Lois Gilles
 Brad Augustin & Doug Pomplun
 Fairfax Standard
 Aaron Walton – Civil & Criminal
 Police Chief Scott Froelich
 Ted Domeier

WAGE AND EVALUATIONS Action was tabled until the February meeting.

PERSONNEL POLICY: No action.

LIQUOR COMMITTEE: Liquor committee recommended hiring Kelsey Pingeon for part time bartender position. Motion by Lois Gilles, second by Todd Kiecker to approve hiring Kelsey Pingeon as a part time bartender with a one year probation. Motion carried.

EIDEBAILLY CONTRACT: Motion by Brad Augustin, second by Todd Kiecker to approve the contract for the 2013 Audit in the amount of \$ 17,600.00. Motion carried.

Staff Reports:

Marcia Seibert-Volz: CDL license required for snow plow truck. Jack is the only one presently that has a CDL.

Craig is setting up schedule for the rest of the employees to obtain CDL.

Received a Dividend from LMCIT in the amount of \$ 12,614.00.

Craig Marti – no report

Police Chief Report: Scott requested the Part time officers be started at the rate full-time step one on the pay plan.

Todd Kiecker questioned why drivers are not cited for making a u-turn in the middle of the street crossing over traffic lanes to park.

Harlin Helgren: Thankyou to council for doing business with Frandsen and the opportunity to purchase the City Bonds. Also, thanked the City for such a strong financial statement.

PERSONNEL COMMITTEE: Brad and Doug requested the meeting be closed pursuant to Minnesota Statutes 13D.05 which permits such an action in order to evaluate the performance of an individual who is subject to the

authority of the Fairfax City Council. The individual to be evaluated is Marcia Seibert-Volz. Marcia Seibert-Volz is employed as City Administrator. Pursuant to Minnesota Statutes Section 13D.05 the proposed close meeting must be open at the request of Marcia Seibert-Volz. Do you Marcia Seibert Volz request the meeting be open and not closed? Yes.

The City Administrator said No to a request three (3) times. Motion by Cindy Fahey, second by Brad Augustin to put a letter of reprimand in reference to insubordination by City Administrator. No discussion. Council polled: Lois-no, Cindy-yes, Todd-yes, Brad-yes, Doug-yes. Motion carried.

SNOW REMOVAL-Hoffbeck: Council directed Craig to make sure he pushes snow in the right-of-way and not on Hoffbeck property.

Building Project: The Attorney researched the bidding of the Auditorium project. The Auditorium can be done in phases.

Committee Reports: Police Committee Minutes 12-2-2013
Liquor Committee minutes 12-6-2013
Building Committee Minutes 12-6-2013

Correspondence: Rural Fire Association and Fire Department annual meeting is February 25, 2014

Motion by Lois Gilles, second by Todd Kiecker to adjourn. Motion carried. Meeting adjourned at 9:30 p.m.



Mayor Doug Pomplun

ATTEST: Marcia Seibert Volz
Marcia Seibert-Volz, City Administrator