

COUNCIL MEETING

DATE: August 11, 2015

TIME STARTED: 7:00 p.m.

TIME ENDED: 8:30 p.m.

MEMBERS PRESENT: Mayor Lois Gilles, Jenny Hazelton, Josh Bunkers, Cindy Fahey

MEMBERS ABSENT: Ross Nachreiner

Staff members present: Clerk Treasurer Administrator Marcia Seibert-Volz, Eric Nelson, Supt. St. & Utilities, City Attorney Aaron Walton.

Meeting was called to order by Mayor Lois Gilles...

APPROVAL OF THE AGENDA: Motion by Cindy Fahey, second by Jenny Hazelton to approve the agenda with the addition of Nick Koos from DOT, T.H. 19 2016 project, under presentations. Motion carried unanimously.

UNFINISHED BUSINESS: none

PUBLIC HEARING: none

BID & QUOTES: Lawn Mower bids:

John Deere 72"	\$ 16,750.00
Hustler 104"	19,399.00
Kabota 72"	12,900.00
Hustler 72"	11,850.00 rear discharge
Hustler 72"	12,100.00 side discharge

Following discussion a motion was made by Josh Bunkers, second by Cindy Fahey to purchase the Kabota 72" for \$ 12,900.00. Motion carried unanimously.

First Sytem Quotes for repairs to meters was presented.

Two (2) 8" meters	\$ 2,844.00
One (1) 4" meter	1,267.00
Two (2) 10" Meters	3,076.00

Motion was made by Jenny Hazelton, second by Cindy Fahey to accept quotes from First Technology. Motion carried unanimously.

Street crack fill and seal cost bids were presented:

MR Paving	\$ 26,400.00
Pearson Bros.	29,788.50
Caldwell Asphalt	36,469.00
Allied Blacktop	42,820.00

Motion was made by Cindy Fahey, second by Josh Bunkers to award the contract to MR Paving in the amount of \$ 26,400.00. Motion carried unanimously.

PRESENTATIONS: Nik Koos, DOT, presented the T.H. 19 2016 project of overlay & milling to the council. Possible participation may be required by the city for the parking lanes.

Jeff Gladis, Western Community Action Partnership, presented program on rehab for low income and commercial funding through the Small Cities Development Program grant. Western Community Action Partnership would submit grant and administer funds. The first step is to survey the community to find out interest in the program. Motion by Jenny Hazelton, second by Cindy Fahey to participate in program. Motion carried unanimously.

CONSENT AGENDA: Motion by Cindy Fahey, second by Josh Bunkers to approve consent agenda. Motion carried.

- Approval of the minutes dated July 14, 2015
- Pay estimate # 1 MR Paving \$ 103,299.86
- Claims for payment:

4-Square Builders	16' POSTS - PONDS	197.40
A&B Business Equipment	COPIER MAINT CONTRACT	59.68
ASCAP	LICENSE FEE - BAR	848.58
Advanced Clinical Technolo	PREVENTATIVE MAINT AMB EQUIP	440.00
Ameripride Linen Services	LAUNDRY - BAR	392.89
Arctic Glacier	ICE	42.93
Arneson Distributing Inc	POP	1,449.20
Arnold's of Glencoe	KUBOTA REPAIR	640.72
BNG Technologies LLC	SOFTWARE SUPPORT - BAR	200.00
Bellboy Corporation	LIQUOR	1,048.75
Bernicks Peps Cola	ICE MACHINE RENT & POP	387.73
Bernie Wenner	BUILDING INSPECTOR	497.12
Bolton & Menk	ENGINEERING	8,705.00
Border States	SHOP SUPPLIES	1,715.17
Bound Tree Medical, LLC	AMBULANCE SUPPLIES	368.72
Casey's	GAS	684.41
Central Minnesota Municip	power purchased	32,911.18
CenturyLink	TELEPHONE	1,231.54
Chip Steak & Provision Com	SUPPLIES FOR RESALE	795.89
Chuck Firla	10 YDS GRAVEL	110.00
Chuck Spaeth Ford Inc.	AMBULANCE 1 MAINT/REPAIRS	400.25
City of Fairfax	POSTAGE & UTILITY BILLINGS	10,381.68
Clobes Sanitation	GARBAGE CONTRACT	3,435.48

Country Enterprises Inc	FREIGHT	48.09
Dakota Supply Group	WATER METER REPAIR	41.30
Dave's Full Service	GAS	1,103.15
David Drown Associates	BOND ISSUANCE COSTS	10,250.00
Department of Energy-WAPA	POWER PURCHASED	25,154.01
Early Bird Bakery	SUPPLIES FOR RESALE	115.71
Econo Signs	street signs	298.30
Fahey-Klages Tiling	WATER LINE - AUDITORIUM	555.00
Fairfax EDA	CITY SHED LOAN EMT	7,280.00
Fairfax Postmaster	PO BOX SERVICE FEE	484.14
Fairfax TV & Appliance	FREEZER - BAR	1,600.00
Fairfax Veterinary Clinic	BOARDING FEES	92.00
Farm Merchantile Inc.	SUPPLIES - BAR	2,242.05
Fastenal Company	EQUIPMENT - PD	41.36
Ferguson Waterworks #2516	WATER SUPPLIES	105.75
Frontier Bar	SUPPLIES FOR RESALE	126.83
G&K Services	UNIFORM CONTRACT	385.36
Gopher State One Call	LOCATES	133.50
Grainger	POOL REPAIRS	34.81
Harland	COMPUTER MAINT AGREEMENT	2,022.71
Harry's Frozen Food	SUPPLIES FOR RESALE	71.00
Hawkins Water Treatment	CHEMICALS	30.00
Heggies Pizza	SUPPLIES FOR RESALE	491.90
Hermel Wholesale	SUPPLIES FOR RESALE	1,224.78
J.T. Services	STREET LIGHT MAINTENANCE	390.52
Jahnke Water Inc.	WATER - LIBRARY	11.70
Johnson Bros. Wholesale	LIQUOR	1,384.41
KNUG AM	ADVERTISING - BAR	100.00
Kelly Albrecht	BACK HOE & TRENCHER RENTAL	325.00
Kiecker Plumbing & Heating	REPAIRS	1,037.47
L.M.C.I.T.	INS CLAIM - WATER DEPT	128.51
Leo Globes	2015 CIP REBATE	10.00
Lincoln Aquatics	LIFE GUARD CHAIR	649.10
Locher Bros. Inc.	BEER	6,936.60
M.R. Paving & Excavating	PAY EST 1	103,299.86
MES - MIDAM	turn out gear	3,366.18
MN Chiefs of Police	2015 MEMBERSHIP	165.00
MN Department of Revenue	JULY SALES TAX	10,061.00
MN Municipal Bev. Ass'n.	ANNUAL DUES	560.00
MN Public Facilities Autho	BOND PAYMENT	163,756.70
MN Valley Testing Lab.	WATER SAMPLE TESTING	25.50
MN West Community and	EVOC TRAINING - PD	600.00
Matheson Tri-Gas Inc	SUPPLIES	123.81
Mediacom	CABLE TV & INTERNET - BAR	608.29
Mercury Payment Solutions	CREDIT CARD FEES - BAR	441.02
Mikes Auto Parts	EQUIPMENT MAINT	452.89
Minnesota Pipe & Equipmen	EQUIPMENT REPAIRS	347.30
New Ulm Public Utilities	NATURAL GAS PURCHASE & TRANSP GAS	52,125.16
North Ambulance	ALS INTERCEPTS	900.00
Northern Lights Dist.	SUPPLIES FOR RESALE	2,866.35
Northland Trust Services I	BOND ISSUANCE COSTS	750.00
Paape Distributing Co.	POOL HEATER PARTS	2,219.90
Phillips Wine & Spirits	WINE	165.56
Pitney Bowes Inc.	POSTAGE	717.30
Prinsco	WATER SUPPLIES	22.16
RVS Shredding	SHREDDING SERVICE	30.00
Renville Co Highway Dept	STREET MAINTENANCE	177.22
Renville County	LANDFILL FEES	3,079.46
Revtrak Inc	JULY REVTRAK FEES	769.99
Roman Huiras	2015 CIP REBATE	50.00
Schwan's Sales	SUPPLIES FOR RESALE - POOL	248.18
Sherwin Williams	PAINT FOR CURBS	493.50
So Central Tech College	FD TRAINING - HOUSE BURN	1,500.00
South Central Grain & Ener	ROUNDUP	148.45
Standard-Gazette & Messeng	ADVERTISING & PUBLICATIONS	1,635.96
State of MN	GAS METER ASSESSMENT	80.35
Summit Companies	ANNUAL FIRE EXTINGUISHER INSP	232.25
Tapper's Beer Line Servic	CLEAN BEER TAPS	52.00
The Journal	ADVERTISING - BAR	25.00
Total Register Systems	CASH REGISTER PAPER - BAR	148.71
Tow Distributing Corp.	BEER	2,485.86
UPS	POSTAGE	17.44
USA Blue Book	FLAME RESISTANT OVERALLS	719.97
United Rentals	GENERATORS FOR GFW PROJECT	403.54
United States Treasury	PCORI fees	45.76
Verizon Wireless	TELEPHONE - PD	334.44
Viking Coca-Cola Bo. Co.	POP	161.49
Vinocopia Inc	LIQUOR	514.00
WBM Wine & Spirits Inc.	LIQUOR	333.76
Weis Oil	GAS	344.86
Wesco Distribution Inc.	ADJ INV 747677	816.69
West Central Communicatio	PD HANDHELD RADIOS	1,789.00
Wine Merchants	WINE	121.89
Younger & Walton PLLC	ATTORNEY FEES	2,200.00
Payroll Expense		57,410.41

RURAL SERVICE DISTRICT: Second reading and adoption of an Ordinance establishing a Rural Service District. Motion by Josh Bunkers, second by Cindy Fahey to adopt the Ordinance. Council polled: Jenny Hazelton-abstained, Josh Bunkers-yes, Cindy-yes, Lois-yes. Motion carried.

CITY OF FAIRFAX
AN ORDINANCE ESTABLISHING RURAL AND URBAN SERVICE DISTRICTS
WITHIN THE MUNICIPAL LIMITS OF THE CITY OF FAIRFAX

The City Council of Fairfax, a Minnesota statutory city, ordains:

Section 1. Establishment of Service Districts. Pursuant to the authority granted by Minn. Stat. § 272.67, the City of Fairfax hereby divides the area within its municipal limits into an urban service district and a rural service district constituting separate taxing districts for the purpose of all municipal property taxes except those levied for the payment of bonds and judgments and interest thereon.

Section 2. Urban Service District. The urban service district shall include all land within the boundaries of the City of Fairfax which are not included in the rural service district established by under this ordinance.

Section 3. Rural Service District.

- (a) The rural service district shall include only such un-platted lands, which need not be contiguous to one another, as in the judgment of the City Council at the time of adoption of this ordinance are: rural in character; are not developed for commercial, industrial, or urban residential purposes; are more than 2.5 acres in area; abut the township boundary on at least one side or are adjacent to such a parcel; and are not benefitted to the same degree as other lands by municipal services financed by general taxation.
- (b) The City Council may in the future, by amendment to this ordinance, designate other lands (including lands outside the City of Fairfax which, if annexed) shall be included within the rural service district.

Section 4. Lands Included Within the Rural Service District. The following lands are designated to be included in the rural service district of the City of Fairfax:

31-00010-00	Marc Kicker	2.63
31-00020-00	Marc Kiecker	6.27
31-00040-00	Marc Kiecker	30.79
31-00117-00	Luann Hoffbeck	15.5
31-00170-00	Luann & Rodney Hoffbeck	79
31-00200-00	Denise Palmer	77
31-00230-00	Wade & Cindi Gronau	54.96
31-00260-00	Darlene Sell	18.52
31-00280-00	Darlene Sell	18.61
31-00420-00	Gregory & Maxine Kiecker	10
31-02660-00	Wade & Cindi Gronau	7.35
31-00055-00	Denise Palmer	5.94
31-00115-00	Luann & Rodney Hoffbeck	5.08
31-00245-00	Darlene Sell	11.5

Section 5. Transfer from Rural Service District to Urban Service District. Whenever any parcel of land, owned by one person or by two or more persons jointly or in common at the time of its inclusion in the rural service district, is platted, in whole or in part, and whenever application is made for a permit for the construction of a commercial, industrial, or urban residential development or improvement to be situated on such parcel or any part thereof, the board or officer approving such plat or building permit shall report this to the City Council, which shall make and enter a resolution transferring such parcel from the rural service district to the urban service district. The term "improvement" shall include the provision of municipal services such as sewer, water, streets, or the like. Grading of land shall not be considered as an improvement, providing that such grading is limited to that required to minimize water drainage problems, and further provided such graded areas are placed into agricultural use or reseeded within one year.

Section 6. Benefit Ratio; Tax Rate.

- (a) It is the judgment of the City Council that the approximate ratio that exists between the benefits resulting from the tax, supported municipal services to parcels of land of like

market value, situated in the rural service district and in the urban service district, respectively, is 1:2 and a benefit ratio of 1:2 is hereby established.

- (b) Taxes levied for payments of bonds and judgments and interest thereon shall be in addition to such tax.
- (c) The benefit ratio may be changed by amendment to this ordinance; however, in no event shall the tax rate for the rural service district be less than what the tax rate for such parcel would be if taxed by the adjacent township to which the parcel is located.

Section 7. Annual Review. Each year the City Council shall: a) review the status of all lands in the rural service district to determine whether such lands continue to qualify for inclusion in said rural service district; and, b) review the tax ratio applicable to such lands as determined under Section 6 of this ordinance.

Section 8. Services Provided. Except for fire, police and planning services, the City of Fairfax will provide no other services to the lands in the rural service district beyond those customarily provided by the adjacent township to which the lands are located.

Section 9. Effective Date. This ordinance becomes effective after its passage and publication.

MMUA SAFETY MANAGEMENT CONTRACT: Motion by Jenny Hazelton, second by Cindy Fahey to approve the 2015-16 Safety Management Contract with MMUA in the amount of \$ 13,900.00. Motion carried unanimously.

2016 BUDGET REVIEW: The budget requests were reviewed. The aerial truck submitted by the Fire Department was deleted from the budget requests. Rural Fire Association will finance 50% of Fire Department equipment. Rural Shared Expenses revenue account will be changed to reflect the funding. A budget meeting was scheduled for August 25, 2015 at 7:00 p.m.

CONVEYANCE OF FORFEITED LAND: The council reviewed the parcel listing. No interest or action was taken on said parcels.

HEARTLAND CORN PRODUCTS: Heartland Corn Products requested to purchase the TBS #3 referencing the Bill of Sale Agreement originally signed following the installation of the TBS. Ben Brown was present and presented the request due to developing methods of insuring accuracy of the meter. City Administrator has contacted Energy Economics for a flow test but one has not been scheduled to date. The City Administrator was also directed to contact US Energy Consultants to review agreement and advise Fairfax on the request and agreement.

Staff reports:

City Administrator:

PCA has requested additional investigation of the underground tank leak in the parking lot of city hall. PCA requested an additional boring, analyze soil samples and additional reporting. Motion by Cindy Fahey, second by Jenny Hazelton to accept the proposal from American Engineering & Testing in the amount of \$ 3,840.00 for the additional investigation required by PCA. This expenditure will be ninety (90) percent reimbursed. Motion carried unanimously.

July building permits approved:

Jennifer Dunn	107 2 nd Ave SW	fence	1,000.00
Manuel Rico	16 2 nd St. NE	siding	3,000.00
Don Brooks	501 Park St.	shed	3,480.00
Carmen Vaneppe	10 2 nd Ave. NE	deck	4,800.00
Larry Hanson	121 2 nd Ave. SW	Siding/windows	8,000.00
Tom McDonald	407 Park St. S	re-roof shed	600.00

Renville County is contacting DOT in regard to the safety issues at the intersection of T.H. 4 & T.H. 19. In the last ten years DOT shows 13 accidents, and that does not include the last two. The County is urging the City to write a letter to DOT encouraging LED flashing stop signs and transverse in land rumble strips installed on T.H. 4. Long term the council requests DOT design an intersection layout that reduces the number of crashes and the severity of the injuries. General consensus of the council was to have the City Administrator draft a letter and send it to DOT.

Supt. of Street & Utilities Eric Nelson: Supt. gave update on the 2015 Street Project. He stated the utility crew was on schedule with switching out street light poles (10-12/year).

Kaitlyn Frederickson, Liquor Store Manager: Kaitlyn requested the council reconsider comp time accrual because she lost cleaning crew this month. Council referred the matter to the Personnel Committee.

Scott Froelich, Police Chief: Chief reported the department had 198 calls in July. The Department received the AED that the department received through grant funding.

Committee Reports: Reviewed minutes from the following meetings.

Liquor Committee 8-3-15

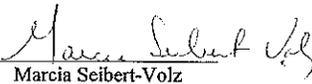
Police Committee 8-3-15

Correspondence: Renville County 10 meeting is scheduled for August 31, 2015 at 7:00 p.m. in Olivia

Council concerns: The following meetings were scheduled: Personnel Meeting August 26th at 8:00 a.m., Buildings Committee August 19th at 5:00 p.m. at auditorium. Jenny informed the council she would not be at next meeting.

Adjournment: Motion by Jenny Hazelton, second by Josh Bunkers to adjourn at 8:20 p.m. Motion carried unanimously.


Mayor Lois Gilles

ATTEST: 
Marcia Seibert-Volz

Special Council Meeting

Tuesday, August 25, 2015

7:00 p.m. Council Chambers

Members: Mayor Lois Gilles, Cindy Fahey, Jenny Hazelton, Ross Nachreiner, Josh Bunkers.

Mayor Lois Gilles called the meeting to order. The purpose of the meeting was to review and discuss the 2016 budget.

Roll call was taken recording the following members present: Mayor Lois Gilles, Cindy Fahey, Jenny Hazelton, Josh Bunkers. Absent: Ross Nachreiner. Quorum present.

The following 2016 removal considerations were presented and approved:

- Cots for ambulance \$ 3,000.00
- Zoll \$ 6,000.00 enough set aside.
- Deck Gun \$ 3,000.00 move to 2017
- Lawn Mower \$ 5,000.00 move to 2017 for 1st year allocation
- 1 ton dump truck \$ 20,000.00 move to 2017 for 1st year allocation (purchase 1yr later).
- Christmas Decs \$ 8,000.00 free financing for two years. Purchase and budget in 2016 and 2017.
- Bobcat \$ 11,800.00 move to 2017 for first year allocation. Purchase 1 year later.

Recommendations Approved:

- Purchasing 15 snow flake Christmas decorations for T.H.19
- Recommend Water rate increase: \$ 2.00 on monthly base charge
- Recommend increase Debt Service Levy \$ 18,000.00.

Motion by Jenny Hazelton, second by Cindy Fahey to adjourn at 7:35 p.m. Motion carried.



Mayor Lois Gilles

ATTEST: 
Marcia Seibert-Volz, City Administrator