

**COUNCIL MEETING**

**DATE:** May 13, 2014

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

**TIME ENDED:** 8:10 p.m...

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

**MEMBERS ABSENT:** Brad Augustin (Present at 8:00 p.m.)

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. Motion carried.

**UNFINISHED BUSINESS:** None.

**PUBLIC HEARING:** No public hearing

**BID & QUOTES:** None

**PRESENTATIONS:** None

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

- Approval of the minutes from the regular meeting April 8, 2014 and Board of Review meeting dated April 8, 2014.
- Cardinals 3.2 beer license for baseball park
- St. Andrews Gambling permit for Fun Fest 8-17-14
- Library Board Appt. Lori Kiecker (Jane Steinbach resigned)
- Claims for payment:

4-Square Builders	GARAGE DOOR OPENER	105.95
A&B Business Equipment	COPIER MAINT CONTRACT	90.54
ABM Equipment & Supply	SWEEPER REPAIRS	7,899.28
Ameripride Linen Services	LAUNDRY - BAR	392.91
Amsterdam	office supplies	172.65
Arctic Glacier	ICE	84.58
Arneson Distributing Inc	BEER	2,228.10
Arnold's of Glencoe	LAWN MOWER REPAIR	514.18
Avenet	ANNUAL WEBSITE SERVICE AGREEME	450.00
Bennett Office Technologie	COPIER FOR LIBRARY	4,310.00
Bernicks Pepsi Cola	SUPPLIES FOR RESALE	1,043.63
Bernie Wenner	BUILDING INSPECTOR	860.25
Bob Kaukola	2014 CIP REBATE	25.00
Bolton & Menk	ENGINEERING FEES	1,622.50
Border States	ELECTRIC SUPPLIES	177.39
Bound Tree Medical, LLC	AMBULANCE SUPPLIES	101.10
Camp Township	RD GRADING/PLOWING 2004-2013	2,200.00
Capital One, F.S.B.	TRAINING & EQUIPMENT	3,456.79
Casey's	GAS	689.60
Central Minnesota Municip	Power purchased	57,667.50
CenturyLink	TELEPHONE	1,245.46
Chip Steak & Provision Com	SUPPLIES FOR RESALE	971.14
City of Fairfax	UTILITY BILLS	23,270.99
City of Winthrop	BIKE HELMETS ECFE VEHICLE FAIR	102.18
Clobes Sanitation	GARBAGE - BAR	3,472.68
Dave's Full Service	GAS	1,812.00

Davis Typewriter Co Inc	OFFICE SUPPLIES	44.66
Department of Energy-WAPA	POWER PURCHASED	19,852.44
Dept of Employment & Econo	UNEMPLOYMENT BENEFIT	25.82
Display Sales	FLAGS	317.00
Duane Cuff	2014 CIP REBATE	25.00
Eide Bailly LLP	2013 AUDIT FEE	3,000.00
Eric Fahey	MILEAGE EXP	128.30
Fairfax Baseball Associati	ADVERTISING - BAR	100.00
Fairfax Medical Clinic	DRUG SCREEN	30.60
Fairfax Postmaster	POSTAGE - UTILITY BILLS	710.14
Farm Merchantile Inc.	SUPPLIES	3,102.50
Frontier Bar	SUPPLIES FOR RESALE	118.80
Gopher State One Call	LOCATES	68.45
Guide Point Pharmacy	OFFICE EXP ELECTRIC	13.90
HM Cragg	After hr. charger Inspect. PP	1,200.00
Harry's Frozen Food	SUPPLIES FOR RESALE	82.00
Hawkins Water Treatment	CHEMICALS	35.00
Heggies Pizza	SUPPLIES FOR RESALE	447.20
Hermel Wholesale	SUPPLIES FOR RESALE	1,566.72
J.T. Services	utility markers	314.89
Jeff Haala	2014 CIP REBATE	25.00
Joel Grejtak	TRAINING EXP REIMBURSEMENT	18.12
Johnson Bros. Wholesale	LIQUOR	2,196.55
K & M Wellington Farms, In	SNOW HAULING	2,906.25
KEEPRS Inc/Cy's Uniforms	PD UNIFORMS	108.43
KNUJ AM	ADVERTISING - BAR	50.00
Locher Bros. Inc.	BEER	6,524.27
Lund Truck Repair	DOT TRUCK INSPECTIONS	100.00
MCFOA	MEMBERSHIP DUES	35.00
MN Chiefs of Police	police caps	31.90
MN Department of Public Sa	Pool & water plant fee	200.00
MN Department of Revenue	MARCH SALES TAX	10,445.00
MN Pollution Control	Wastewater license -Gretjak	45.00
MN Valley Testing Lab.	WASTEWATER TESTING	144.00
Marlin Kiecker	2014 CIP REBATE	25.00
Martin Trucking, LLC	FREIGHT	71.40
Matheson Tri-Gas Inc	SHOP SUPPLIES	507.30
Maynard's of Fairfax	SUPPLIES FOR RESALE	478.31
Mediacom	INTERNET POWER PLANT	654.41
Mikes Auto Parts	SHOP SUPPLIES	421.37
Minnesota Dept. of Health	Qtr. water fee	891.00
New Ulm Public Utilities	NATURAL GAS & TRANSP CAPACITY	76,586.22
North Ambulance	INTERCEPT 4-13-14	450.00
North Memorial EMS Educati	44 Plan EMT training	902.50
North Star Pump Service	Replace cover NE lift station	2,201.00
Northern Lights Dist.	SUPPLIES FOR RESALE	2,910.05
Northland Trust Services I	BOND INTEREST PAYMENT	33,677.50
OK TIRE STORES	TIRES BLUE GAS TRUCK	463.76
Office Ally	AMBULANCE FEE	19.95
Overhead Door Company of M	WARNING SIGNS	35.00
Oxygen Service Company	AMBULANCE SUPPLIES	22.95
Palmer Company	SNOW REMOVAL	1,237.50
Phillips Wine & Spirits	LIQUOR	208.00
Pinchtown Publishing	publishing-Fx Standard	93.68
Pitney Bowes Inc.	POSTAGE	582.18
RVS Shredding	shredding service	30.00
Ransacked	BAND EXPENSE	500.00
Red Feather	PAPER TOWELS	190.65
Renville County	LANDFILL FEES	3,738.50
Renville Sales Inc	SPRINGS FOR TRAILER	41.57
Revtrak Inc	REVTRAK FEES - APRIL	1,195.90
Ridgewater College	EMT TRAINING	404.97
Schweiss Welding	EQUIPMENT MAINTENANCE	408.00
Scott Froehlich	REIMBURSE AMO FOR PD	346.04
Sherwin Williams	PAINT FOR CURBS & CROSSWALKS	535.59
Southern Wine & Spirits of	LIQUOR & WINE	1,492.03
Standard-Gazette & Messeng	ADVERTISING - BAR	326.44
State of MN	OPS QTRLY METER ASSESSMENT	51.37
Strategis Insights Compan	CAPITAL PLANNING SOFTWARE	250.00
Stryker Sales Corp	AMBULANCE SUPPLIES	116.17
Stuart C Irby Co.	GLOVE TESTING	63.87

Tapper's Beer Line Servis	CLEAN BEER TAPS	32.50
Titan Machinery	EQUIPMENT REPAIRS	2,532.98
Total Register Systems	CREDIT CARD PROCESSOR - BAR	962.23
Tow Distributing Corp.	BEER	3,315.30
Treasury Division, Minneso	Administrative forfeiture	88.70
USA Blue Book	PAINT FOR WATER PLANT	319.12
United Farmers Coop	WIPER FOR BOBCAT	158.80
United Farmers Cooperative	bob cat repairs	543.95
United Rentals	CONCRETE SAW RENTAL	370.00
Verizon Wireless	TELEPHONE	341.50
Viking Coca-Cola Bo. Co.	POP	282.00
Weis Oil	GAS	878.13
Xcel Energy	MISO SCHEDULE 10	508.87
Younger & Walton PLLC	Administrative forfeiture	177.40
Payroll Expense		68,169.15

**ZOLL DEFIBRILLATOR:** Action tabled until June meeting.

**JAYCEES SUMMER EVENT:** Jaycees requested approval of the summer event permit, 3.2 Beer license for June 21-22-23 at Lion's Park and on 1<sup>st</sup> St. SE between 1<sup>st</sup> Ave. and 2<sup>nd</sup> Ave. Motion by Cindy, second by Lois to approve the permit and 3.2 beer license. Motion carried. The route for the 5k & Kids run was presented for approval. Motion by Lois Gilles, second by Cindy Fahey to approve the route for the 5K & kids run. Motion carried.

**PURCHASE OF 25'lot South of Bowling Alley (Central Park):** Discussion took place on City purchasing the 25' lot and (2) lots abutting 2<sup>nd</sup> St. SE and alley behind the city garage. Larry & Karen Severt proposed \$ 12,000.00 for the (3) lots discussed. Following discussion it was decided to propose the City abate the bowling alley and the 25' lot assessments totaling \$4,201.00) in exchange for the 25' lot. Council determined the City does not want the other two (2) lots. Motion by Lois Gilles, second by Todd Kiecker to offer to abate the assessments on the Bowling alley lot and 25' lot South of Bowling Alley in exchange for the 25' lot South of Bowling Alley. Motion carried unanimously.

**RESOLUTION 2014-07:** Motion by Todd Kiecker, second by Cindy Fahey to increase the landfill charges .25¢ per month and adopts Res. 2014-07. Motion carried.

#### **RESOLUTION 2014-07**

##### **RESOLUTION ESTABLISHING A NEW RATE FOR COUNTY LANDFILL ASSESSMENT FOR THE CITY OF FARIFAX.**

**WHEREAS,** The City Council has the authority to fix and adopt charges for the county landfill assessment, and **WHEREAS,** the present charges do not cover the current County landfill assessments.

**NOW THEREFORE BE IT RESOLVED,** by the City Council of the City of Fairfax the following charge be established for the county landfill residential rate of **\$ 4.85** per month/utility customer and commercial volume based rate of **\$ 5.95**/per unit/commercial customer and become effective on May 1, 2014.

**NATURAL GAS INCENTIVE PROGRAMS:** The Utility Committee recommended suspension of two incentive programs: Gas furnace rebates and waiving connection fee between April and October. Motion by Lois Gilles, second by Todd Kecker to terminate the furnace rebate program effective on 5-13-14 and terminate the connection fee waiver on October 31, 2014. Motion carried.

**IDENTITY THEFT PREVENTION PROGRAM** (Red Flag Rule) Motion by Lois Gilles, second by Cindy Fahey to adopt the Identity Theft Prevention Policy presented. Motion carried.

**WELLHEAD PROTECTION COMMITTEE:** The following persons were approved for the WHP Committee: Lois Gilles, Todd Kiecker, Craig Marti, Tom Palmer, and Marcia Seibert-Volz.

**L.M.C.I.T INSURANCE LIABILITY COVERAGE:** Motion by Cindy Fahey, second by Todd Kiecker not to waive statutory tort limits and approve the \$500,000.00 single and \$1.5 million aggregate. Motion carried.

**SIGN RETROREFLECTIVITY POLICY:** The Street Committee was directed to meet prior to June meeting and present recommendation on policy. No action was taken.

**RESOLUTION 2014-08:** CMMPA Board authorization. Tabled

**CITY ASSESSOR POSITION:** Motion by Cindy Fahey, second by Lois Gilles to contract with Renville County for Fairfax property assessing. Motion carried unanimously.

**CMMPA SERVICE AGREEMENT:** Motion by Lois Gilles, second by Cindy Fahey to approve the CMMPA Service contract. Motion carried.

**ORDINANCE AMENDMENT TO CHAPTER 71-25:** Second reading and adoption of amendment to Chapter 71-25. Public consumption of liquor is lawful at the Memorial Park baseball grandstand complex, Central Park and at City celebrations as approved by the City Council. Motion by Lois Gilles, second by Todd Kiecker to adopt the amendment. Motion carried.

**Staff Reports:**

**City Administrator:**

<b><u>Building permits:</u></b>	Barb Freitag	Freitag Trucking	reroof	\$58,651.00
	Ben Brown	101 Park St. N	demolish house	
	Dan Mikkelson	806 2 <sup>nd</sup> st.	fence	1,000.00
	Tom Brandel	209 1 <sup>st</sup> St. NW	shingle	9,500.00
	Dorothy Prax	313 Park St. S	shingle	7,500.00

**XCEL CONTRACT EXTENSION:** Agreement to Extend Transmission Service Schedule Tm-1 among City of Fairfax, and Northern States Power Company. Motion by Cindy Fahey, second by Lois Gilles to approve contract extension to December 31, 2014. Motion carried.

**TRASH RECEPTACLES FOR PARK:** General consensus of the Council was to purchase two (2) trash receptacles at \$ 725.00 each for the park.

**COMMITTEE MEMBERSHIP:** City Administrator queried whether the Administrator and Department heads for respective committees are considered members of the committee. General consensus of the council determined the Administrator and Department heads are members of the Committees. (Liquor, Police, Streets, Personnel, Parks, Utility)

**OUR SAVIOR CHURCH:** Request to allow the street on the block by the Church 1<sup>st</sup> St. SE be blocked off for Bible School on June 15-19 evenings from 5-8:00 p.m. General Consensus of the council approved.

**Supt. of Utilities & Streets:** Map was presented for crack sealing and seal coating for 2014. Consensus of the council was to do as much as possible within the 2014 budget amounts.

Punch list for the 2012 street project was presented and Kueckle is working on repairs.

**LIQUOR MANAGER:** Manager requested approval for events in Central Park for May 31, June 20 and August 22nd.

Car & Bike night was presented. Council will allow the parking lanes on the West side of 1<sup>st</sup> St. SE between 1<sup>st</sup> Ave. and 2<sup>nd</sup> Ave. be blocked off for the event.

**Police Chief:** Police Chief requested Randy Braun is hired as PT police officer. Motion by Lois Gilles, second by Cindy Fahey to approve Randy Braun for PT police and include him on the police roster pending a background check. Motion carried.

**EMPLOYEE EVALUATION: Closed Session.**

The meeting is being closed pursuant to Minnesota Statutes, Section 13D.05 Subd. 2(b) 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 Craig Marti. Craig Marti is employed as City Supt. for the City.

Pursuant to Minnesota Statute Section 13D.05 Subd. 2(b) the proposed closed meeting must be open at the request of Craig Marti.

Do you Craig Marti request the meeting be open and not closed? Craig responded, "No".

The Mayor closed the meeting.

The meeting was reopened at 8:00 p.m. by the Mayor. The Mayor offered the following summary on action that Craig Marti was removed from the Supt. of Street/Utility position and moved to a lead lineman position Class V and set the pay step at 4. **(THE CLOSED MEETING MINUTES ARE SEALED, MARKED CONFIDENTIAL AND NOT AVAILABLE FOR PUBLIC INSPECTION)**

Brad Augustin present at 8:00 p.m.

Motion by Lois Gilles, second by Cindy Fahey to approve Craig Marti to the position of Lead Lineman, Class V, step 4. Motion carried unanimously.

**COUNCIL CONCERNS:** None.

**ADJOURNMENT:** Motion by Lois Gilles, second by Todd Kiecker to adjourn at 8:10 p.m. Motion carried.

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Doug Pomplun, Mayor

ATTEST:

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Marcia Seibert-Volz, City Administrator