

COUNCIL MEETING

DATE: December 11, 2012

TIME STARTED: 7:00 p.m.

TIME ENDED: 8:00 p.m.

MEMBERS PRESENT: Acting Mayor Cindy Fahey, Lois Gilles, Todd Kiecker, Brad Augustin.

MEMBERS ABSENT: Doug Pomplun

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

Meeting was called to order by Acting Mayor Cindy Fahey.

APPROVAL OF THE AGENDA: Acting Mayor requested RS Fiber be included in agenda item 1, an addition to agenda: Appoint City Attorney. Motion by Lois Gilles, second by Todd Kiecker to approve agenda with change and addition. Motion carried.

UNFINISHED BUSINESS: None

PUBLIC HEARING: Mayor opened Truth In Taxation hearing on the 2013 Budget. 2013 Budget revisions were submitted.

- IPADS for the council \$ 3,000.00
- Credit Card Software Interface \$ 3,100.00
- Police Dept. remodel \$ 8,944.00
- Playground Equipment \$ 3,800.00 plus(\$2,482.00) see motion below.
- RS Fiber \$ 20,000.00

Discussion took place on the 2013 budget items. Acting Mayor asked for any public comment. No comments were received from the citizens. Motion by Brad Augustin second by Lois Gilles to approve the additions excluding the IPADS for the council and approve the 2013 budget presented. Motion carried unanimously.

The Acting Mayor Fahey closed the hearing.

PRESENTATIONS: Christina Clobes was present on behalf of the Fairfax Jaycees. The Jaycees are committing \$ 5,000.00 toward playground equipment at the Lions Park. Lanny Kiecker, Lions Organization, stated the Lion's will donate \$ 2,500.00 towards playground equipment. The request to the City Council was to match the donations with \$ 3,800.00 purchasing playground equipment at a maximum expenditure of \$ 11,300.00. An additional request for \$ 2,482.00 for the playground equipment and surfacing was requested. Motion by Lois Gilles, second by Todd Kiecker to add \$ 2,482.00 to the playground equipment budget for 2013. Motion carried.

BID OPENING & QUOTES: The Police Department rehab project had the following bids submitted:

- Bussler \$ 8,944.00
- Volz & Frank \$ 9,250.00

Motion by Todd Kiecker, second by Brad Augustin to approve the contract with Bussler & Sons for the Police Department renovation. Motion carried.

CONSENT AGENDA: Motion by Todd Keicker, second by Brad Augustin to approve consent agenda. Motion carried.

7.1 Approval of minutes dated November 13, 2012

7.3 Kuechle Pay est. # 8 \$ 80,279.53

7.4 Renew Tobacco, Games of Skill. Cigarettes: Fairfax Mobil Mart, Maynards
Games of Skill: Frontier Bar (4 @ \$ 12.00)

7.5 Claims for payment

CLAIMS FOR PAYMENT:
Ameripride Linen Services

Arneson Distributing Inc	BEER & JUICE	2,101.95
Arvig Communication System	INTERNET - PD	30.95
Bernicks Pepsi Cola	POP	985.01
Bernie Wenner	BUILDING INSPECTOR	260.00
Bolton & Menk	2012 STREET PROJECT	41,311.50
Border States	electric supplies	795.08
Bound Tree Medical, LLC	AMBULANCE SUPPLIES	142.32
Casey's	GAS	1,048.31
Central Minnesota Municip	Power purchased	26,864.56
CenturyLink	TELEPHONE	1,282.72
Chip Steak & Provision Com	SUPPLIES FOR RESALE	832.86
City of Fairfax	UTILITIY BILLS & License renewal	9,985.10
Clobes Sanitation	GARBAGE CONTRACT & PICKUP	3,292.50
Creekside Soils	HAUL COMPOST	1,000.00
DJ Russ	DJ LIQUOR STORE	200.00
Dakota Supply Group	CONNECTOR, METERS	5,237.78
Davis Typewriter Co Inc	OFFICE SUPPLIES	23.71
Delta Dental	Delta Dental	15.20
Demco	LIBRARY BOOKS	183.61
Department of Energy-WAPA	POWER PURCHASED	24,391.26
Dept of Employment & Econo	UNEMPLOYMENT BENEFIT	55.41
Duebers	SUPPLIES	51.07
Dylan Selbrade	MILEAGE - EMT TRAINING	63.27
Ecolab Pest Elimination	PEST CONTROL - BAR	150.16
F & F Floral	GARLAND FOR LIQUOR STORE	134.66
Fairfax Fire Relief Associ	Fire Relief Pension Aid & City	26,534.19
Fairfax Postmaster	POSTAGE - UTILITY BILLS	507.09
Fairfax Standard	ADVERTISING - FD	1,221.92
Fairfax Veterinary Clinic	BOARDING FEES - PD	174.45
Farm Merchantile Inc.	SUPPLIES	682.34
Ferguson Waterworks #2516	WATER SUPPLIES	1,347.62
Fleet Services - Dept of A	LEASE PMT SQUAD CAR	658.13
Frontier Bar	LIQUOR SUPPLIES	238.61
Gopher State One Call	LOCATES	62.35
Groebner & Associates	GAS SUPPLIES	221.86
Harland	ANTIVIRUS RENEWAL	97.00
Harry's Frozen Food	SUPPLIES FOR RESALE	118.50
Hawkins Water Treatment	CHEMICALS	10.00
Heggies Pizza	SUPPLIES FOR RESALE	596.65
Hermel Wholesale	SUPPLIES FOR RESALE	898.60
Joel Grejtak	BCBS EMPLOYEE SHARE 7-09-12	239.40
John Deere Financial	TRUCK REPAIRS	148.75
KNUJ AM	ADVERTISING - LIQUOR STORE	117.00
Kevin Hagen	EXP REIMBURSEMENT - PD	24.83
Kiecker Plumbing & Heating	REPAIRS - FIRE HALL	206.41
Kuechle Underground Inc	PAY ESTIMATE 8	80,279.53
Lakeside P & H	LEONA SCHMITZ GAS METER	72.00
Locher Bros. Inc.	BEER	7,134.10
MES - MIDAM	GRIPPER HOSE SYSTEM - FD	512.84
MN Department of Commerce	CIP ASSESSMENT	521.93
MN Department of Revenue	LIQUOR SALES TAX - NOV	9,982.00
MN Dept. of Health	STATE WATER FEE OCT-DEC	891.00
MN Valley Testing Lab.	WASTEWATER SAMPLE TESTING	305.50
Marcia Seibert-Volz	MILEAGE	61.05
Martin Trucking, LLC	FREIGHT	45.00
Matheson Tri-Gas Inc	BEER GAS	94.37
Maynard's of Fairfax	SUPPLIES FOR RESALE	256.38
Mediacom	CABLE & INTERNET - BAR	205.39
Merchant Services	LIQUOR CREDIT CARD FEES - NOV	543.78
Mikes Auto Parts	MARKING PAINT	176.92
Minnesota South Central In	Law Enforcement Conference	120.00
Missouri River Energy Ser	MONTHLY FEE	500.00
New Ulm Public Utilities	PURCHASE NATURAL GAS, TRANSP. INSTALLS	89,540.50
Nicklasson Athletic Compan	LIBRARY EXPENSE	17.91
North Ambulance	INTERCEPT 11-10-12	225.00
North EMS Educations	EMT TRAINING	180.00
Northern Lights Dist.	SUPPLIES FOR RESALE	3,247.96
Office Depot	OFFICE SUPPLIES	202.98
Paustis & Sons	WINE	695.01
Petrea Miketey	AMBULANCE SUPPLIES	59.24
Pioneerland Library Sys.	4TH QUARTER PAYMENT	6,089.50

Pitney Bowes Inc.	POSTAGE	519.99
RVS Shredding	DOCUMENT SHREDDING	30.00
Red Feather	SUPPLIES	99.45
Renco Publishing, Inc.	SUBSCRIPTION - LIBRARY	32.00
Renville County	LANDFILL FEES	3,305.50
Renville County Auditor-Tr	CO DITCH 100 BENEFIT	1,750.44
Renville County Public He	LICENSE - BAR & POOL	782.00
Revtrak Inc	REVTRAK FEES - NOV	462.79
Star & Tribune	SUBSCRIPTION - BAR	92.30
Steve's Bakery	SUPPLIES FOR RESALE	220.37
Stuart C Irby Co.	SHOP SUPPLIES	173.26
Sun Life	Disability premium	4.62
Tapper's Beer Line Servic	CLEAN BEER TAPS	32.50
The Jonny Bird Show	DJ - LIQUOR STORE	300.00
Total Register Systems	MAINT CONTRACT - LIQUOR STORE	1,640.28
Tow Distributing Corp.	BEER	4,022.03
Tyler Technologies	SOFTWARE SUPPORT 2013	4,393.74
USA Blue Book	SHOP SUPPLIES	268.69
Velma Haugen	TRANSLATING FOR PD	40.00
Verizon Wireless	TELEPHONE	326.36
Viking Coca-Cola Bo. Co.	POP	133.00
WBM Wine & Spirits Inc.	LIQUOR	2,088.50
Weis Oil	GAS	1,761.22
West Central Communicatio	PAGERS - FD	4,821.13
Younger & Walton PLLC	ATTORNEY FEES	1,000.00
Payroll Expense		74,022.06

ATTORNEY APPOINTMENT: Motion by Brad Augustin, second by Lois Gilles to appoint Aaron Walton as both the Civil and Criminal attorney for the City of Fairfax in 2013. Motion carried.

DEFERRED ASSESSMENTS: Motion by Lois Gilles, second by Todd Kiecker to adopt Resolution 2012-28 approving deferral of Assessments. Motion carried.

RESOLUTION NO. 12-26

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FAIRFAX RE-ESTABLISHING POLICY FOR DEFERMENT OF SPECIAL ASSESSMENTS

WHEREAS, Chapter 435, Minnesota General Statutes as amended, authorizes the deferment of special assessments under certain circumstances, and

WHEREAS, the City Council of the City of Fairfax deems it in the best interest of the City to implement a program authorizing the deferment of assessments under certain circumstances consistent with applicable laws of the State of Minnesota, be it hereby

RESOLVED as follows:

1. That a policy of deferment of special assessments is hereby re-established.
2. That deferments of assessments shall be available as to HOMESTEAD PROPERTIES ONLY to those applicants who qualify under the standards and guidelines provided for in paragraph 4 and who meet one of the following criteria:
 - a. Applicant is 65 years of age or older.
 - b. Applicant is totally disabled within the meaning of disability as consistent with social security regulations.
 - c. Upon showing to the satisfaction of the City Council of other circumstances not elsewhere herein particularized that current payment in cash or by installment of assessments levied would be a hardship under the guidelines established by the City Council.

3. Application for assessment deferments shall be made on forms available from and provided by the Renville County Auditor, and subject to approval by the City Council of assessment deferment. Pursuant to statute, the County Auditor shall cause evidence of the principal amount of the assessment(s) to be deferred to be recorded in the Office of the County Recorder in and for Renville County, Minnesota. No interest shall accrue during the time assessments are deferred pursuant to this resolution.
4. The standards and guidelines qualifying an applicant for deferred assessment treatment shall be the same standards and guidelines to determine eligibility for federally funded grants under the energy assistance program or its equivalent which guidelines at the time of the enactment of this resolution are set forth as follows, to wit:

Household size	Gross 3 month income
1	\$4,364.00
2	\$5,707.00
3	\$7,050.00
4	\$8,393.00
5	\$9,735.00

Applicants for a deferment based on these standards and guidelines shall present evidence such as income tax returns and other creditable relevant information which at the request of the City Council may be required to be submitted on an annual basis before or by October 1 of a given year to assure that the disability to pay special assessments based upon this criterion or under paragraph 2.c. Supra continues.

5. The deferment shall terminate and the deferred assessments shall be thereupon paid in full upon the happening of any of the following:
 - a. Death of the applicant, unless applicant's surviving spouse is eligible for deferment.
 - b. Sale or transfer or subdivision of the property or any part thereof.
 - c. Loss of homestead classification status.
 - d. A finding by the City Council that the hardship, (paragraph 2.c. or 4. Supra) justifying deferment of the payment of assessments consistent with this resolution no longer exists.

2013 WAGE CONSIDERTIONS: Motion by Todd Kiecker, second by Lois Gilles to approve the Personnel Committee recommendations for wages as follows: COLA for all full time employees of 1% and increase each employee to the next pay step with the exception of Craig Marti who just received a pay step increase in September. Part time employees will receive a .30 cents per hour increase. This includes Ambulance, PT Police, Jim Prax, janitor, pool employees and part time bartenders. Motion carried.

RESOLUTION 2012-27 Approval of the 2013 Budget. Motion by Brad Augustin, second by Todd Kiecker to adopt Res. 2012-27. Motion carried.

RESOLUTION # 2012-27

RESOLUTION APPROVING THE 2013 BUDGET FOR THE CITY OF FAIRFAX.

BE IT RESOLVED, by the City Council of the City of Fairfax, County of Renville, State of Minnesota, that the 2013 budget presented and on file in the Clerk Treas. Administrator's office be approved and the levy be certified to the County Auditor.

Resolution 2012-28: Approval of the 21012 levy payable in 2013: Motion by Lois Gilles, second by Todd Kiecker to adopt Resolution 2012-28. Motion carried.

RESOLUTION #2012-28

RESOLUTION APPROVING THE 2012 LEVY, COLLECTIBLE IN 2013.

BE IT RESOLVED, by the City Council of the City of Fairfax, County of Renville, State of Minnesota, that the following sums of money be levied for current year, collectible in 2013, upon the taxable property in the City of Fairfax for the following purpose:

Amount levied for General Fund	\$	433,363.70
Amount levied for Debt Service		10,636.30
TOTAL	\$	444,000.00

STAFF REPORTS:

Marcia Seibert-Volz: Building Permits issued in November follow:

- John Case shingle 7,500.00
- Steve Henderson door 400.00
- Cindy Fahey doors 700.00
- Ted Ahlbrecht siding 2,400.00
- Krystal Hewitt window 3,379.80
- Cindy Fahey reroof 9,581.49

The City received a PFA loan over \$ 250,000.00. This requires the City to have a single audit done on it. Eide Bailly presented a letter of acceptance including the single audit fee in the amount of an additional \$ 2,500.00. The approved fee for the 2012 audit is \$ 17,100.00. Motion by Lois Gilles, second by Todd Kiecker to approve the acceptance of the engagement letter from Eide Bailly. Motion carried.

Craig Marti: Informed the council the new water tower is full and the switch will be done next week.

Kevin Hagen –Police Report: Kevin Hagen not present

COMMITTEE REPORTS:

Liquor Committee: December minutes were presented.
Personnel Committee December minutes
RS Fiber Minutes

COORESPONDENCE:

COUNCIL CONCERNS: Calendar Parking issue. PD should be issuing citations for violators. Notice has been in utility bills, published in the paper and put on the electronic sign.

Tree trimming: Notice has been put in the utility bills. Craig needs to provide a listing to the Administrator so property owners can be contacted individually.

ADJOURNMENT: Motion by Lois Gilles, second by Todd Kiecker to adjourn at 8:00 p.m. Motion carried.

Acting Mayor Cindy Fahey

ATTEST: _____
Marcia Seibert-Volz, City Administrator