

**COUNCIL MEETING**

**DATE:** January 13, 2015

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

**TIME ENDED:** 7:40 p.m.

**MEMBERS PRESENT:** Mayor Lois Gilles, Jenny Hazelton, Josh Bunkers, Ross Nachreiner

**MEMBERS ABSENT:** Cindy Fahey

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.

**OATH OF OFFICE:** Lois Gilles, Jenny Hazelton, Josh Bunkers

**APPOINTMENT:** Motion by Jenny Hazelton, second by Josh Bunkers to approve appointment of Ross Nachreiner to fill the remaining term of Lois Gilles' vacated council seat. The remaining term is two years. Motion carried unanimously. Oath of office was administered to Councilor Nachreiner.

**APPROVAL OF THE AGENDA:** Motion by Jenny Hazelton, second by Josh Bunker to approve the agenda. Motion carried.

**UNFINISHED BUSINESS:** None.

**PUBLIC HEARING:** None.

**BID & QUOTES:** none

**PRESENTATIONS:** None

**CONSENT AGENDA:** Motion by Ross Nachreiner, second by Josh Bunkers to approve consent agenda. Motion carried.

- Approval of the minutes from the regular meeting dated December 9, 2014
- Acceptance of Financial Statements presented.
- Claims for payment:

A&B Business Equipment	COPIER MAINTENANCE	123.04
ABM Equipment & Supply	repairs to st. sweeper	26.79
Ameripride Linen Services	LAUNDRY - BAR	699.07
Arneson Distributing Inc	BEER	1,734.11
Arnold's of Glencoe	KUBOTA SNOW BLOWER REPAIR	116.28
Bernicks Pepsi Cola	ICE MACHINE RENT & POP	1,036.50
Bernie Wenner	BUILDING INSPECTOR	60.00
Bolton & Menk	2015 STREET PROJECT	4,462.50
Border States	electric supplies	202.04
Camp Township	2014 ROAD GRADING & PLOWING	325.00
Capital One, F.S.B.	office supplies	51.56
Casey's	GAS	414.60
Central Community Transit	2015 Transit levy contribution	1,943.00
Central Minnesota Municip	power purchased	17,148.53
CenturyLink	TELEPHONE	1,253.98
Chip Steak & Provision Com	SUPPLIES FOR RESALE	1,410.42
City of Fairfax	utility bills	11,158.82
Clobes Sanitation	GARBAGE - BAR	3,453.96
Crysteel Dist. Inc.	SNOW PLOW	4,976.00
Data Flow	forms	91.47
Dave's Full Service	GAS	747.50
Davis Typewriter Co Inc	LIQUOR SUPPLIES	310.57
Decadance Inc.	DJ	850.00
Department of Energy-WAPA	POWER PURCHASED	26,527.27

Early Bird Bakery	SUPPLIES FOR RESALE	62.22
Emergency Apparatus Mainte	REPAIRS ENGINE 1	5,340.23
Energy Economics, Inc.	TEST GAS METER	96.00
Fairfax C & C	2015 DUES - BAR	60.00
Fairfax Postmaster	POSTAGE - UTILITY BILLS	579.28
Fairfax TV & Appliance	FREEZER REPAIR - BAR	140.00
Fairfax Veterinary Clinic	BOARDING FEES	40.00
Farm Merchantile Inc.	LIQUOR SUPPLIES	1,140.61
Frontier Bar	JUKE BOX 12-13-14	131.00
Gopher State One Call	LOCATES	14.60
Hach Company	EQUIPMENT REPAIRS	141.92
Harry's Frozen Food	SUPPLIES FOR RESALE	208.50
Hawkins Water Treatment	CHEMICALS	15.00
Heggies Pizza	SUPPLIES FOR RESALE	585.30
Hermel Wholesale	SUPPLIES FOR RESALE	1,084.41
Int'l. Institute	2015 ANNUAL MEMBERSHIP FEE	180.00
J.T. Services	St. lights	3,825.00
Jahnke Water Inc.	SALT	289.35
Johnson Bros. Wholesale	LIQUOR	1,795.18
KNUJ AM	ADVERTISING - BAR	40.00
Kiecker Plumbing & Heating	REPAIRS	2,921.38
Locher Bros. Inc.	BEER	5,422.55
MN Department of Commerce	ELECTRIC ASSESSMENT	268.76
MN Department of Revenue	NOV SALES TAX	19,354.00
MN Municipal Bev. Ass'n.	2015 MMBA BOOT CAMP	355.00
MN Municipal Utilities As	safety training - membership fee	7,907.50
MN Valley Testing Lab.	WASTEWATER TESTING	659.25
Martin Trucking, LLC	FREIGHT	54.00
Matheson Tri-Gas Inc	BEER GAS	208.20
Maynard's of Fairfax	SUPPLIES FOR RESALE	524.44
Mediacom	CABLE TV & INTERNET	541.35
Melissa Koford	2014 CIP REBATE	100.00
Merchant Services	LIQUOR CREDIT CARD FEES NOV	1,303.31
Mikes Auto Parts	JETTER TRUCK REPAIR	533.25
Moonlight Floor Cleaning	CLEAN CARPET & WAX FLOORS-BAR	940.50
New Ulm Public Utilities	Natural Gas purchase, Transp	118,760.32
North Ambulance	INTERCEPT 12-11-14	450.00
Northern Lights Dist.	SUPPLIES FOR RESALE	2,184.10
Northland Trust Services I	BOND PAYMENT	119,963.75
Office Ally	ambulance claims	19.95
Paustis Wine Company	WINE	578.00
Phillips Wine & Spirits	WINE	105.00
Physio-Control Inc	DEBIF MAINT CONTRACT	4,950.00
Pitney Bowes Inc.	POSTAGE	120.00
RVS Shredding	SHREDDING SERVICE	30.00
Red Feather	supplies	70.75
Renville County	LANDFILL FEES	2,640.50
Renville County Sheriff's	LETG Software maint. & connect	1,000.00
Revtrak Inc	DEC REVTRAK FEES	893.94
Schweiss Welding	POWER PLANT REPAIRS	102.96
Scott Froehlich	2014 CIP REBATE	170.00
Sensit Technologies	GAS METER INSPECTION	337.75
Southern Wine & Spirits of	LIQUOR	476.20
Standard-Gazette & Messenger	ADVERTISING - BAR	231.60
Stuart C Irby Co.	ELECTRIC SUPPLIES	491.16
Sun Life	Sun Life	31.62
Tapper's Beer Line Service	CLEAN BEER TAPS	52.00
Tech Trends	computer	1,025.48
Tow Distributing Corp.	BEER	2,931.82
Tyler Technologies	UTILITY HANDHELD MAINT AGREEME	636.70
UPS	POSTAGE	17.04
United Farmers Cooperative	EQUIPMENT REPAIRS	676.30
Verizon Wireless	TELEPHONE	305.32
Viking Coca-Cola Bo. Co.	POP	123.00
Volz & Frank	REPLACE DOOR LOCK FD	75.00
Weis Oil	gas	1,255.15
West Central Communicatio	PAGER & BATTERIES - FD	1,517.00
Wine Merchants	WINE	240.00
Xcel Energy	TM1 TRANSMISSION * Miso 10	5,296.48
Younger & Walton PLLC	ATTORNEY FEES	2,000.00
Payroll Expense		44,157.93

**RESOLUTION # 2015-01.** Motion by Ross Nachreiner, second by Jenny Hazelton to approve adoption of Resolution 2015-01 designating official depository.

**CITY OF FAIRFAX  
RESOLUTION # 2015-01  
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 2015.

**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 2015-02:** Council member Jenny Hazelton introduced the following resolution and moved its adoption:

**RESOLUTION # 2015-02 AUTHORIZING JOINT POWERS BOARD  
AND ITS AGENTS TO INITIATE THE PROCESS TO CONSIDER  
PROVIDING AN ECONOMIC DEVELOPMENT LOAN TO THE  
R/S FIBER COOPERATIVE**

WHEREAS, the City of Fairfax is a member of the Joint Powers Board that has been created for the purpose of funding an economic development loan to the R/S Fiber Cooperative; and

WHEREAS, the R/S Fiber Cooperative is requesting a loan from the Joint Powers Board member Cities to fund a portion of the cost of building a fiber network in each of the participating Cities; and

WHEREAS, the process for implementing the proposed loan can be accomplished more efficiently if the participating Joint Powers Board member Cities hold joint public meetings and hearings, and utilize agents of the Joint Powers Board to draft legal documents and provide assistance in the implementation of the proposed economic development loan to the R/S Fiber Cooperative.

BE IT RESOLVED by the City Council of the City of Fairfax, State of Minnesota (herein, the "City"), as follows:

1. The City Council of the City of Fairfax authorizes the Joint Powers Board and its agents to assist with preparing legal documents associated with the consideration of the provision of an economic development loan to the R/S Fiber Cooperative; and
2. City employees and officers of the City are hereby authorized to cooperate with the Joint Powers Board and its agents in the preparation of project documents and the coordination of joint Council meetings and public hearings.

The motion for the adoption of the foregoing resolution was duly seconded by Member Ross Nachreiner, and upon vote being taken thereon, the following in favor thereof:

Jenny Hazelton, Ross Nachreiner, Josh Bunkers, Lois Gilles

and the following voted against the same: none

Whereupon said resolution was declared duly passed and adopted.

**Resolution 2015-03 Appointments for 2015:** Motion by Ross Nachreiner, second by Josh Bunkers to approve adoption of Resolution 2015-03. Motion carried unanimously.

**RESOLUTION 2015-03**

**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 2015:

**ECONOMIC DEVELOPMNET AUTHORITY**

<u>(5) year terms</u>	<u>TERM EXPIRES</u>
Sara Waibel	12-31-19
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
Lois Gilles	12-31-17
Barb Freitag	12-31-19
Cindy Schweiss	12-31-18
Leann Frank	12-31-16

**LIBRARY BOARD (3) year terms**

Pioneerland Rep. Mark Tjosaas	12-31-17
Kim Lee	12-31-17
Ruth Benedict	12-31-17
Brenda Tjosaas	12-31-15
Becky Baker	12-31-16
Anna Endorf	12-31-16
Julie Nesburg	12-31-15
Lori Kiecker	12-31-15

**FIRE DEPARTMENT**

Fire Chief Joel Grejtak	12-31-15
Asst. Chief Mike Kiecker	12-31-15
1 <sup>st</sup> Captain James Schroeder	12-31-15
2 <sup>nd</sup> Captain Kevin Schweiss	12-31-15
Secretary Petrea Mikety	12-31-15
Ambulance Captain Katie Grams	12-31-15
Ambulance 1st Lieutenant Erin Curan	12-31-15
2 <sup>nd</sup> Lieutenant Alisa Schmidt	12-31-15

**COUNCIL COMMITTEES**

Utilities  
Streets & Sidewalks  
Parks  
City Bldgs. & Liquor Store  
Acting Mayor

**CURRENT 2015 COMMITTEES**

Jenny Hazelton & Josh Bunkers  
Josh Bunkers & Ross Nachreiner  
Ross Nachreiner & Cindy Fahey  
Lois Gilles & Cindy Fahey  
Cindy Fahey

Weed Inspector  
Law Enforcement  
Personnel  
RS Fiber JPB  
Official Newspaper  
Attorney  
Emergency Management Director  
City Assessor

Cindy Fahey  
Lois Gilles &  
Lois Gilles & Jenny Hazelton  
Jenny Hazelton  
Standard-Gazette-Messenger  
Aaron Walton – Civil & Criminal  
Police Chief Scott Froelich  
Renville County

**Liquor Committee Recommendation:** Kaitlyn Frederickson, Liquor Store Manager, presented the following recommendations: Hire Tracy Elbert for the part time position of bartender and cook starting at \$ 10.00/hr. and replace carpet in off sale with tile estimated cost is \$ 2005.00. Motion by Josh Bunkers, second by Jenny Hazelton to hire Tracy Elbert for the position of part time bartender and cook at \$ 10.00 per hour. Motion carried unanimously. Motion by Jenny Hazelton, second by Ross Nachreiner to replace the carpet in off-sale with tile. Motion carried unanimously.

**Heartland Corn Products:** Agreement between Heartland Corn Products and City requires an adjustment on O & M monthly maintenance expense referring to Attachment C in the agreement. It has been reviewed and the amount determined is \$ 850.00 per month. Motion by Jenny Hazelton, second by Josh Bunkers to approve \$ 850.00 per month for Operations and Maintenance for Natural Gas Transportation Contract Attachment C. Motion carried unanimously.

**Fire Department Employment:** Motion by Ross Nachreiner, second by Josh Bunkers to approve the employment of Naomi Freyholtz-ambulance and Greg Johnson and Josh Krenz as Fire fighter and 1<sup>st</sup> Responders. Motion carried.

**Staff Reports:**

**City Administrator**

Representatives of the Council are needed to meet with GFW School Board representatives to discuss land swap by Middle School. Ross Nachreiner and Josh Bunkers volunteered.

Three individuals have requested Rural Service Districts be established within the City limits of Fairfax in reference to Agricultural land. No action was requested to date.

L.M.C.I.T. –the City received a dividend in the amount of \$ 12,080.00.

Renville County Historical Society requested the City contribute to painting several building they own in the County. City Administrator was directed to forward it to the C & C for action.

Mediacom Franchise Agreement: Brian Grogan, attorney, has requested a time extension to June 1, 2015 in order to review Fairfax & Mediacom Agreement.

Well Head Protection Plan Committee is meeting on January 15<sup>th</sup> to review strategies for the Well Head Plan.

**Supt. of Sts. & Utilities:** Phasing in the NW section of town is being done.

**Correspondence:** Rural Fire Association annual meeting is February 24, 2015 at 7:00 p.m. Fire Hall.

Committee Reports reviewed: Liquor Committee minutes 1-5-15

Police Committee minutes 1-5-15

Council concerns: None

Adjournment: Motion by Ross Nachreiner, second by Jenny Hazelton to adjourn. Motion carried. Meeting adjourned at 7:40 p.m.

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Mayor Lois Gilles

ATTEST:

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Marcia Seibert-Volz, City Administrator

