

COUNCIL MEETING

DATE: November 10, 2015

TIME STARTED: 7:00 p.m.

TIME ENDED: 7:45 p.m.

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

MEMBERS ABSENT: None

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

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

APPROVAL OF THE AGENDA: Motion by Ross Nachreiner, second by Cindy Fahey to approve the agenda. Motion carried unanimously.

UNFINISHED BUSINESS: none

PUBLIC HEARING: The Mayor opened the public hearing for 2015 special Assessments. No citizens were present to address the special assessments proposed. Motion by Cindy Fahey, second by Josh Bunkers to close special assessment hearing. Motion carried.

BID & QUOTES: none

PRESENTATIONS: none

CONSENT AGENDA: Motion by Ross Nachreiner, second by Jenny Hazelton to approve consent agenda. Motion carried.

- Approval of the minutes dated October 13, 2015
- Pay estimate # 4 2015 St. Project MR Paving \$ 14,946.15
- Resolution # 2015-22 Certification of Delinquent Utilities

RESOLUTION 2015-22

RESOLUTION ADOPTING ASSESSMENT FOR DELINQUENT UTILITIES.

WHEREAS, pursuant to notice duly given as required by law, the City Council has met, heard and passed upon all objections to the proposed assessment for delinquent utilities and has deemed the assessments just:

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Fairfax, Minnesota as follows:

Such proposed assessment, a copy of which is attached hereto and made a part hereof is hereby accepted and shall constitute the special assessment against the lands named therein.

Such assessment shall be as follows:

1. The assessment shall be payable with general taxes for the year 2016, collectible with such taxes during the year 2016.
2. The Clerk Treasurer Administrator shall forthwith transmit a certified duplicate copy of this assessment to the County Auditor to be extended on the tax list of the County.

- Claims for payment:

4-Square Builders	CONCRETE FORMS	437.89
A&B Business Equipment	COPIER MAINT CONTRACT	59.84
American Engineering Test	SOIL TESTING 2015 ST PROJECT	478.00
Ameripride Linen Services	LAUNDRY - BAR	235.68
Arctic Glacier USA Inc	ICE	38.35
Arneson Distributing Inc	BEER & POP	846.00
BNG Technologies LLC	BNG Tech MONTHLY CONTRACT	200.00
Bellboy Corporation	LIQUOR	1,127.40
Bernicks Pepsi Cola	ICE MACHINE RENT & POP	848.17
Bernie Wenner	BUILDING INSPECTOR	393.12
Bolton & Menk	2015 STREET PROJECT-ENGINEERING	9,736.50
Border States	street lighting	2,166.12

Bound Tree Medical, LLC	AMBULANCE SUPPLIES	3,252.67
C & N Sales	AUG & SEPT ATM TRANS	346.77
Cemstone	POOL REPAIRS	271.25
Central Minnesota Municip	POWER PURCHASED	22,023.13
CenturyLink	TELEPHONE	1,280.19
Chip Steak & Provision Com	SUPPLIES FOR RESALE	826.35
City of Fairfax	UTILITY BILLS	9,995.59
Clobes Sanitation	GARBAGE CONTRACT & PICKUP	3,435.48
Community Safety Net	SAFETY INITIATIVE - PD	500.00
Country Enterprises Inc	FREIGHT	69.47
Dave's Full Service	GAS	629.55
Dave's Refrigeration	REPAIR COOLER - BAR	264.60
David Drown Associates	CONTINUING DISCLOSURE FILING	200.00
Davis Typewriter Co Inc	CALCULATOR & RIBBONS SUPPLIES	701.68
Department of Energy-WAPA	POWER PURCHASED	22,029.03
Dept. of Public Safety	RETAILERS BUYER CARD - BAR	20.00
Early Bird Bakery	SUPPLIES FOR RESALE	197.23
Election Systems & Softwa	ELECTIONS EQUIP SUPPORT	357.00
Eric Nelson	OFFICE SUPPLIES	64.36
Fairfax Postmaster	postage - utility bills	303.40
Fairfax TV & Appliance	FREEZER FOR BAR	1,850.00
Farm Merchantile Inc.	SUPPLIES	553.83
First Systems Technology I	VALVE FOR WATER PLANT	780.90
Frontier Bar	SUPPLIES	222.01
G&K Services	UNIFORM CONTRACT	480.40
Gopher State One Call	LOCATES	242.35
Groebner & Associates	GAS SUPPLIES & METER REPAIR	11,368.95
Hach Company	CHEMICALS	92.43
Harry's Frozen Food	SUPPLIES FOR RESALE	27.00
Heggies Pizza	SUPPLIES FOR RESALE	408.20
Hermel Wholesale	SUPPLIES FOR RESALE	2,128.52
J.T. Services	OUTLETS FOR STREET LIGHT POLES	511.98
Jahnke Water Inc.	WATER - LIBRARY	11.70
Jill Pelzel	2015 CIP REBATE	24.17
Jim Horgan MA, LP	OFFICE EXP - PD	325.00
Joel Grejtak	MILEAGE EXP FOR TRAINING	148.61
Johnson Bros. Wholesale	LIQUOR	2,081.31
Karl's Motor Revival	MOWER REPAIR	98.93
Katie Grams	licensing FOR AMBULANCE	344.00
Lindsay Grunst	DJ - LIQUOR STORE	350.00
Locher Bros. Inc.	BEER	4,087.95
M.R. Paving & Excavating	PAY EST 4 - 2015 ST PROJECT	14,946.15
MN Bureau of Criminal Appr	PD TRAINING	360.00
MN Department of Revenue	SALES TAX PAYMENT	19,172.00
MN Dept Labor & Industry	POWER PLANT ASSESSMENT	50.00
MN Rural Water Assn.	WATER CERT - GREJTAK	225.00
MN Valley Testing Lab.	WATER TESTING	25.50
Matheson Tri-Gas Inc	BEER GAS	118.16
Maynard's of Fairfax	SUPPLIES FOR RESALE	251.44
Mediacom	INTERNET - PD	459.31
Mercury Payment Solutions	LIQUOR CREDIT CARD FEES OCT	485.35
Mikes Auto Parts	EQUIPMENT REPAIRS	540.05
Minnesota Pump Works	TRASH PUMP	2,877.61
NU-Telecom	EPSON 200 COLOR INK	33.99
New Ulm Public Utilities	REPAIRS,TESTING, GAS PURCHASE & TRANSP	89,287.91
Northern Lights Dist.	SUPPLIES FOR RESALE	3,350.93
Northland Trust Services I	BOND PAYMENTS	271,208.75
O & S Construction	BORE GAS SERVICE	375.00
Office Depot	OFFICE SUPPLIES	41.13
Oxygen Service Company	AMBULANCE SUPPLIES	34.59
Phillips Wine & Spirits	WINE	73.78
Physio-Control Inc	AMBULANCE MONITOR/DEFIB	20,658.40
Pioneerland Library Sys.	4TH QTR REQUEST	8,688.25
RVS Shredding	SHREDDING SERVICE	30.00
Renville County	LANDFILL FEES	2,568.50
Revtrak Inc	OCT REVTRAK FEES	812.28
Ross Nachreiner	2015 CIP REBATE	30.00
Sherwin Williams	PAINT FOR CROSSWALKS	277.20
Sid's Signs	SIGNS FOR FIRE HALL	1,005.12
Standard-Gazette & Messeng	PUBLISHING	269.09
State of MN	GAS METER ASSESSMENT	66.50

TNT Construction/Kerkhoff	GRANITE FINES	222.60
Tactical Solutions	RADAR UNIT - PD	942.00
Tapper's Beer Line Servic	CLEAN BEER TAPS	52.00
Tow Distributing Corp.	BEER	3,360.40
USA Blue Book	LOCATE PAINT	138.79
United Farmers Cooperative	BOBCAT REPAIR	476.59
Utilities Plus Energy Serv	ARC FLASH STUDY	4,205.00
Verizon Wireless	TELEPHONE	317.36
Viking Coca-Cola Bo. Co.	POP	150.50
Vinocopia Inc	WINE	39.50
WBM Wine & Spirits Inc.	LIQUOR	1,365.54
Weis Oil	FED DIESEL TAX CREDIT	1,007.83
Wine Merchants	WINE	243.78
Younger & Walton PLLC	ATTORNEY FEES	2,200.00
Payroll Expense		43,536.91

RESOLUTION 2015-21: Motion by Jenny Hazelton, second by Josh Bunkers to adopt Resolution 2015-21 certifying 2015 special assessments. Motion carried unanimously.

RESOLUTION 2015-21
RESOLUTION ADOPTING ASSESSMENT

WHEREAS, pursuant to notice duly given as required by law, the City Council has met, heard and passed upon all objections to the proposed assessment for Street Improvement of 2015, and has amended such proposed assessment as it deems just:

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Fairfax, Minnesota as follows:

1. Such proposed assessment, a copy of which is attached hereto and made a part hereof is hereby accepted and shall constitute the special assessment against the lands named therein, and each tract of land therein is hereby found to be benefitted by the proposed improvement.
2. Such assessments shall be as follows:
 - a. The assessments shall be payable in equal annual installments including principal and interest extending over a period of 15 years, with interest at the rate of 4.55 percent per annum, in the amount annually required to pay the principal over such period at such rate, the first of said installments to be payable with general taxes for the year 2016, collectible with such taxes during the year 2016. Interest shall accrue from an after December 31, 2015.
 - b. The owner of the property so assessed may at any time prior to the certification of the assessment to the County Auditor, pay to the City Treasurer, and thereafter at any time prior to November 20 of any year pay to the County Auditor, the whole of the principal amount of the assessment on such property provided that no such prepayment shall be accepted without payment of all installments due to and including December 31 of the year of prepayment, and the original principal amount reduced only by the amounts of principal included in such installments computed on an annual amortization basis.
3. The Clerk Treasurer Administrator shall forthwith transmit a certified duplicate copy of this assessment to the County Auditor to be extended on the tax list of the County.

SNOW PLOWING POLICY: Subsequent to discussion on snow plowing policy, it was determined to table action following an addition to policy noting procedures and priority of removal that will be implemented for snow removal.

EASEMENT REQUEST: Paul Domeier requested the city grant an easement to him to allow him to access a garage in his back yard by driving along the westerly edge of city property off 4th Ave. SE. Motion by Jenny Hazelton, second by Cindy Fahey to approve easement. Attorney to draft. Motion carried.

LIMITATION OF VEHICLES PARKED IN RESIDENTIAL YARDS: Following discussion of limiting the number of vehicles in residential yards, it was referred to the Police Committee to draft an amendment to the City Code to take action to remediate the matter.

TRANSFER OF LIONS PARK TO CITY: The final payment from the Lion's on the Park will be issued and the Park property title will be transferred to city. The Lion's will continue to rent on the park shelter for storage during the winter months and keep the revenue generated off the rental.

HEARTLAND AGREEMENT TO PURCHASE TBS 3. Motion by Jenny Hazelton, second by Cindy Fahey to approve agreement with Heartland Corn Products as presented. The Agreement allows the sale of the TBS # 3 for \$ 1.00 and additional \$ 22,500.00 for the meter installed and meter repaired. Motion carried.

Staff reports:

City Administrator, Marcia Seibert-Volz

October Building permits approved:

Francis Steinbach	shed	\$7,714.00
Scott Froelich	deck	3,600.00
Linda Isenberg	siding	2,500.00
Sojourner Tattoo	mechanical	5,000.00

Auditorium rehab discussed. General consensus of the council was to approve contracts at December meeting.

Board of Appeal On-Line Training is available and one of the council members needs to take the training next year.

Supt. of Street & Utilities Eric Nelson: Supt. gave update on the following:

- Pedestrian sidewalks are all painted
- Arc flash study is almost finished
- Mowing lawns & clean-up for winter.

Liquor Store Manager: Short staffed. Events this month: Wine Tasting Business night, Dueling Pianos, band/DJ for Thanksgiving Eve.

Police Chief, Scott Froelich: Chief reported the department responded to 231 calls in October. Police Committee recommends hiring Brian Nordby as a part time police officer. Motion by Josh Bunkers, second by Ross Nachreiner to hire Brian Nordby as a part time police officer pending physicals and state required training to be completed. Motion carried.

Committee Reports: Reviewed minutes from the following meeting
Police Committee minutes 11-2-15
EDA minutes dated 11-5-2015

Correspondence: Renville County Public Hearing Notice, Nov. 12.
Renville County 10 Meeting Notice
Yellow Ribbon of Renville County Program

Council concerns: None

Adjournment: Motion by Jenny Hazelton, second by Josh Bunkers to adjourn at 7:45 p.m. Motion carried unanimously.

Mayor Lois Gilles

ATTEST: _____
Marcia Seibert-Volz, City Administrator