

COUNCIL MEETING

DATE: January 12, 2016

TIME STARTED: 7:00 p.m.

TIME ENDED: 8:00 p.m.

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

MEMBERS ABSENT: none

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.

PLEDGE OF ALLEGIANCE

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

UNFINISHED BUSINESS: New Ulm Public Utilities contract and Heartland & Fairfax Transportation Agreement. Agreement negotiations are on-going. New Ulm, Heartland, Hutchinson, and Fairfax are meeting on Thursday, January 14th to discuss the imbalance issue.

PUBLIC HEARING: none

BID & QUOTES: Quote for materials to replace filter # 2 at Water Treatment Plant was received from Tonka Water & Equipment. John Graupman, Bolton & Menk, recommended procuring the equipment direct and bidding the labor. Engineer presented one bid from Tonka at \$ 24,300.00 with shipping occurring within eight (8) weeks. The schedule is improved if the City direct purchased the material. The engineer stated the pricing was checked and it was found to be reasonable. Bid opening for the labor portion of the contract is set for February 9, 2016 at 2:00 p.m. Motion by Ross Nachreiner, second by Josh Bunkers to accept the Tonka Contract in the amount of \$ 24,300.00. Motion carried.

Buildings Committee presented contracts for approval on the Auditorium Rehab Project.

Kitchen Rehab:

TriMark Food Service Equipment	\$ 40,429.97
4 Square Builders	\$ 34,638.00

PA System:

Fairfax TV & Appliance	\$ 2,915.35
------------------------	-------------

Cabinetry, staining doors, and equipment install for Kitchen

Jandl Cabinets	\$ 4,331.00
----------------	-------------

4 Square Change Order on (3) additional locks, closures, Deduct for double door	\$ -1,030.00
--	--------------

Gag-Isakson change order deduct for sinks	\$ -2,078.00
---	--------------

Motion by Jenny Hazelton, second by Cindy Fahey to approve the fore-mentioned contracts and changes. Motion carried.

PRESENTATIONS: none

CONSENT AGENDA: Motion by Ross Nachreiner, second by Cindy Fahey to approve consent agenda. Motion carried.

- Approval of the minutes dated December 8, 2015.

- Resolution 2016-01 Official Depository designation

RESOLUTION # 2016-01

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 2016.

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.

- Games of Skill License (4) Frontier Bar.
- Claims for payment:

2nd Notion	BAND EXPENSE	800.00
4-Square Builders	KITCHEN EQUIP - COMM CENTER	18,000.00
A&B Business Equipment	COPIER MAINT CONTRACT	59.68
Ameripride Linen Services	LAUNDRY - BAR	380.08
Anna Dustin	2015 CIP REBATE	30.00
Arneson Distributing Inc	POP	1,106.50
Arnold's of Glencoe	KUBOTA REPAIRS	1,961.47
Bellboy Corporation	LIQUOR	3,209.32
Bernicks Pepsi Cola	ICE MACHINE RENT & POP	798.18
Bernie Wenner	BUILDING INSPECTOR	1,935.00
Bolton & Menk	ENGINEERING	2,900.50
Border States	electric dept. supplies	1,331.58
Bound Tree Medical, LLC	AMBULANCE SUPPLIES	1,038.30
Brad Augustin	2015 CIP REBATE	30.00
Camp Township	FERTILIZER ROAD MAINTENANCE	325.00
Capital One, F.S.B.	membership fee & Office exp.	55.67
Carol Distributing	truck bed Fire Dept. grass rig	3,350.00
Casey's	GAS	368.34
Central MN Municipal Power	CIP FEES, Power purchased	30,955.95
CenturyLink	TELEPHONE	1,281.10
Chip Steak & Provision Com	SUPPLIES FOR RESALE	1,009.33
Chopper DJ	DJ - BAR	675.00
Chuck Spaeth Ford Inc.	Grass Rig purchase	29,995.00
City of Fairfax	LICENSE & UTILITY BILLS	11,150.25
Clobes Sanitation	GARBAGE CONTRACT	3,603.96
Country Enterprises Inc	FREIGHT	90.84
Dave Berg Consulting LLC	CONSULTING FEES	800.00
Dave's Full Service	GAS	242.25
Department of Energy-WAPA	POWER PURCHASED	26,527.27
Derk's Windows	WINDOW CLEANING CITY HALL	30.00
Early Bird Bakery	SUPPLIES FOR RESALE	245.13
F & F Floral	GARLAND & WREATH FOR BAR	182.22
Fairfax Agency	VEHICLE REGISTRATIONS	206.75
Fairfax Medical Clinic	FD IMMUNIZATIONS	522.50
Fairfax Postmaster	POSTAGE - UTILITY BILLS	371.74
Fairfax Printing	UTILITY BILL BLANKS	435.00
Farm Merchantile Inc.	COMMUNITY CENTER REHAB	3,165.27
First Systems Technology I	TROUBLESHOOT SENSOR WATER PLAN	575.00
Fran Young	ADVERTISING - BAR	89.50
Frontier Bar	SUPPLIES FOR RESALE	156.98
G&K Services	UNIFORM CONTRACT	385.36
Gag Sheet Metal, Inc.	COMMUNITY CENTER PROJECT	23,400.00
Gopher State One Call	LOCATES	30.55
Groebner & Associates	GAS SUPPLIES	333.53
HD Supply Waterworks LTD	SNOW PLOW CURB SAVER BLOCK	145.94

Harry's Frozen Food	SUPPLIES FOR RESALE	149.00
Heggies Pizza	SUPPLIES FOR RESALE	626.20
Hermel Wholesale	SUPPLIES FOR RESALE	1,844.03
Int'l. Institute Clerks	2016 ANNUAL MEMBERSHIP	195.00
Jahnke Water Inc.	WATER - LIBRARY	11.70
Jeff Haala	2015 CIP REBATE	47.39
Johnson Bros. Wholesale	LIQUOR	2,278.03
KEEPRS Inc/Cy's Uniforms	PD UNIFORMS	130.96
KNUJ AM	HOLIDAY GREETING - PD	49.95
Kandiyohi-Renville Communi	Plan Review Fee	140.00
Kiecker Plumbing & Heating	TOILET REPAIR - BAR	70.00
L.M.C.I.T.	WORK COMP DEDUCTIBLE E FAHEY	218.00
Locher Bros. Inc.	BEER	5,499.73
MN Department of Commerce	CIP ASSESSMENT	142.70
MN Department of Revenue	DEC SALES TAX	9,903.00
MN Dept Labor & Industry	QTR BLDG PERMIT SURCHARGE-DEC	306.49
MN Municipal Utilities As	TRANSFORMER SCHOOL	1,089.00
MN Public Facilities Autho	BOND PAYMENT	58,879.03
MN Valley Testing Lab.	WATER TESTING	25.50
Macqueen Group Rentals LLC	rental of Vacuum for WTP	2,000.00
Matheson Tri-Gas Inc	SHOP SUPPLIES	387.86
Mediacom	CABLE & INTERNET - BAR	602.73
Mercury Payment Solutions	LIQUOR CREDIT CARD FEES - DEC	521.57
Mikes Auto Parts	MAINT SUPPLIES	204.11
New Ulm Public Utilities	TRANSPORTATION CAPACITY	102,117.47
North Ambulance	ALS INTERCEPT 12-15-15	450.00
North Central Ambulance	winch for grass rig	2,916.00
North Memorial EMS Educati	EMR INITIAL COURSE W/BOOK	2,982.00
North Star Pump Service	REPAIR PUMP AT WATER PLANT	824.00
Northern Lights Dist.	SUPPLIES FOR RESALE	2,642.55
Northland Trust Services I	BOND PAYMENT	119,213.75
O & S Construction	INSTALL AUDITORIUM WATER LINE	1,500.00
Office Ally	AMBULANCE FEE	19.95
Office Depot	OFFICE SUPPLIES	114.71
Oxygen Service Company	AMBULANCE SUPPLIES	107.63
Phillips Wine & Spirits	WINE	305.12
Pitney Bowes Inc.	POSTAGE	120.00
Prinsco	WATER SUPPLIES	207.44
ProAction Safety & Sales	PD EQUIPMENT	29.99
RVS Shredding	SHREDDING SERVICE	30.00
Red Feather	SUPPLIES	72.40
Renville County	LANDFILL FEES	3,341.50
Renville County Sheriff's	LETG SOFTWARE SUPPORT/CONNECTI	1,000.00
Revtrak Inc	DEC REVTRAK FEES	749.51
Rook Band	BAND EXPENSE	600.00
Scott Froehlich	2015 CIP REBATE	137.97
Standard-Gazette & Messeng	PUBLISHING	1,029.10
Star & Tribune	SUBSCRIPTION - BAR	106.34
Steve Volstad	REPLACE MAILBOX FROM SNOW FLOW	66.26
Streichers	POLICE EQUIPMENT	215.92
Tapper's Beer Line Servic	CLEAN BEER TAPS	52.00
Temple Display LTD	CHRISTMAS DECORATIONS	5,182.00
Tow Distributing Corp.	BEER	3,212.71
Tyler Technologies	UB HANDHELD MAINT CONTRACT	668.54
US Auto Force	tires -FD	1,087.92
Verizon Wireless	TELEPHONE	351.04
Viking Coca-Cola Bo. Co.	POP	137.50
Vinocopia Inc	WINE	115.50
Volz & Frank	COMMUNITY CENTER PROJECT	15,000.00
WEM Wine & Spirits Inc.	LIQUOR	815.23
Weis Oil	gas	391.23
Younger & Walton PLLC	ATTORNEY FEES	2,218.96
Payroll Expense		41,824.67

CENTRAL MUNICIPAL POWER SERVICES: Discussed the NESHAP rules for our RICE units (diesel) has affected whether some diesel generation can be counted as capacity in MISO. The court vacated the 100 hour run time provision granted by the EPA, the hour limit reverts back to the original 15 hour limit. After May 1, 2016 retrofits are needed to meet the EPA emission requirements for diesel generators. A quote for a catalytic converter

was submitted by Ziegler in the amount of \$ 49,758.00. Council requested a second quote to be considered at the February meeting. The converter needs to be installed by June 1st or a contract signed to install. Action was tabled.

RESOLUTION 2016-02. Motion b Josh Bunkers, second by Cindy Fahey to adopt Resolution 2016-02. Motion carried.

RESOLUTION 2016-02

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 2016 :

ECONOMIC DEVELOPMNET AUTHORITY

(5) year terms

	<u>TERM EXPIRES</u>
Sara Waibel	12-31-19
Marcia Seibert-Volz	12-31-17
Lois Gilles	12-31-16
Dennis Hoffbeck	12-31-18
	12-31-20

HOUSING & REDEVELOPMENT AUTHORITY (5) year terms

	12-31-20
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	12-31-18
Brenda Tjosaas	12-31-17
Denise Palmer	12-31-18
Mark Tjosaas	12-31-16
Becky Baker	12-31-16
Anna Endorf	12-31-16
Jane Steinback	12-31-18
Lori Kiecker	12-31-17

FIRE DEPARTMENT

Fire Chief Joel Grejtak	12-31-16
Asst. Chief Mike Kiecker	12-31-16
1 st Captain James Schroeder	12-31-16
2 nd Captain Kevin Schweiss	12-31-16
Secretary Petrea Mikety	12-31-16
Ambulance Captain Katie Grams	12-31-16
Ambulance 1st Lieutant Erin Curan	12-31-16
2 nd Lieutenant Alisa Schmidt	12-31-16

COUNCIL COMMITTEES

Utilities
Streets & Sidewalks
Parks
City Bldgs. & Liquor Store
Acting Mayor
Weed Inspector
Law Enforcement
Personnel
RS Fiber JPB
Official Newspaper
Attorney
Emergency Management Director
City Assessor

2016 COMMITTEES

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

COMMUNITY PARTICIPATION PLAN: Resolution adopting citizen Participation Plan to ensure that the citizens of the City of Fairfax are encouraged to participate in the planning and implementation of CDBG-funded activities. Motion by Jenny Hazelton, second by Ross Nachreiner to approve Citizen Participation Plan. Motion carried.

RESOLUTION 2016-03: Motion by Cindy Fahey, second by Jenny Hazelton to approve adoption of 2016-03. Motion carried.

**RESOLUTION # 2016-03
IDENTIFYING
“SLUM AND BLIGHTING” CONDITIONS**

WHEREAS, The City of Fairfax is undertaking a program of downtown revitalization and redevelopment; and
WHEREAS, The City of Fairfax has identified a specific area hereafter referred to as the “target area” in which revitalization activities will occur; and

WHEREAS, The City of Fairfax has assessed the condition of buildings and the other characteristics of the target area and has determined that the area can be characterized as blighted by reasons of “dilapidation, obsolescence, overcrowding, faulty arrangement or design, lack of ventilation, light, and sanitary facilities, excessive land coverage of deleterious land use or obsolete layout or any combination of these factors, which are detrimental to the safety, health, morals, or welfare of the community” in accordance with M.S. 469.002, Sub.11.

FURTHERMORE, the Fairfax City Council has identified the existence of substandard residential units, the inability of commercial structures to meet codes, the general condition of deteriorating storefronts on the commercial buildings and the existence of dilapidated structures in the area as contributing to the slum and blighting conditions of the target area. As indicated on the attached map, 35 out of 46 buildings are substandard (75%).

THEREFORE, BY RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FAIRFAX, THE AREA IDENTIFIED AS THE TARGET AREA (SEE ATTACHED MAP) IS CHARACTERIZED BY CONDITIONS MEETING THE DEFINITION OF “SLUM AND BLIGHT”.

RESOLUTION 2016-04. Motion by Ross Nachreiner, second by Josh Bunkers to approve Resolution 2016-04. Motion carried.

Resolution 2016-04

Local Government Application Resolution – City of Fairfax

BE IT RESOLVED that the city of Fairfax, Minnesota act as the legal sponsor for the project contained in the Application to be submitted on or before February 25th, 2016, and that the Mayor of Fairfax and the Fairfax City Clerk are hereby authorized to apply to the Department of Employment and Economic Development for funding of this project on behalf of the City of Fairfax.

BE IT FURTHER RESOLVED that the City of Fairfax has the legal authority to apply for financial assistance, and the institutional, managerial and financial capability to ensure adequate construction, operation, maintenance and replacement of the proposed project for its design life.

BE IT FURTHER RESOLVED that the City of Fairfax has not violated any Federal, State or local laws pertaining to fraud, bribery, graft, kickbacks, collusion, conflict of interest or other unlawful or corrupt practice.

BE IT FURTHER RESOLVED that upon approval of its application by the State, the City of Fairfax may enter into an agreement with the State of Minnesota for the approved project, and that the City of Fairfax certifies that it will comply with all applicable laws and regulations as stated in all contract agreements.

NOW, THEREFORE BE IT RESOLVED that the Mayor of Fairfax and the Fairfax City Clerk, or their successors in office, are hereby authorized to execute such agreements and amendments thereto, as are necessary to implement the project on behalf of the City of Fairfax.

FIRST READING OF CHAPTER 246. Amendment to 246 to read:

Chapter 246:

§ 246-1 Parking and/or Storage of Vehicles and Equipment

A. Recreational vehicle and equipment defined.

RECREATIONAL VEHICLE AND/OR EQUIPMENT.

Trucks having three or more axles or having a gross weight in excess of 8,000 pounds, commercial vehicles over 19 feet in length, buses (herein defined as a motor vehicle designed for carrying more than 10 passengers), recreational vehicles, boats (whether mounted on a trailer or not), motor homes, truck campers, travel trailers, boat trailers, tent trailers, camping trailers, motorized dwellings, fifth wheels, mobile homes, house trailers, trailers, utility trailers, semitrailers, horse trailers, airplane gliders, off-highway motor vehicles, snowmobiles, sand buggies, dune buggies, all terrain vehicles, personal watercraft, tractors, implements or husbandry, golf carts, go-carts, or any other major recreational, commercial or agricultural vehicle or equipment.

(no changes)

B. Parking and/or storage prohibited. No person or property owner shall allow, on a single residential property, the parking or storage of more than two (2) recreational vehicles and/or equipment, plus two (2) motor vehicles or motorcycles, as defined by M.S. § 168.002. The combined total number of vehicles shall not exceed four (4). These restrictions shall not apply to additional vehicles if there is compliance with the following:

(1) Storage within a garage, side or rear yard or front yard:

(a) The excess vehicles or equipment are housed within a vented garage or within a carport which is totally sight-screened from abutting properties by solid board fencing or sight-obscuring landscaping at least six feet in height; or

(b) The excess vehicles or equipment are located within a side or rear yard if in compliance with setback requirements applicable to accessory structures and sight-screened from abutting properties and right-of-way by solid board fencing or sight-obscuring landscaping at least six feet in height; or

(c) If there is no reasonable access to a rear or side yard, the excess vehicles or equipment do not exceed four feet in height if located in the front yard, provided they are not visible from the public right-of-way or adjacent properties; and

(2) All vehicles or equipment are licensed (if licensing is required by state authority for use) and operable; and

(3) The parking surface for the vehicles or equipment is an improved surface such as pavement, asphalt or sufficient gravel to support the weight of the vehicle; or

(4) The parking of motor vehicles or motorcycles is for periods of less than 48 hours

Chapter 190: Second reading and adoption of amendment to Chapter 190-8 Residential garbage collection

B. The contractor shall pick up garbage placed in plastic bags (not to exceed a capacity of 39 gallons). Empty boxes will be picked up. There will be a limit of two bags the contractor will pick up on each day of service. If additional bags exceeding the two bag limitation need to be put out for pick up, the bags will require tags attached that can be purchased at the City office. Motion by Cindy Fahey, second by Jenny Hazelton to adopt amendment to Chapter 190. Motion carried.

RESOLUTION 2016-05: Motion by Jenny Hazelton, second by Cindy Fahey to accept Resolution 2016-03.
Motion carried. **CITY OF FAIRFAX**

RESOLUTION 2016-05
MnDOT AGREEMENT No. 1002033 WITH CITY

IT IS RESOLVED that the City of Fairfax enter into MnDOT Agreement No. 1002033 with the State of Minnesota, Department of Transportation for the following purposes:

To provide for payment by the City to the State of the City's share of the costs of the utilities adjustment and other associated construction to be performed upon, along and adjacent to Trunk Highway No. 19 from 0.4 miles east of junction US 71 to MN 5 within the corporate City limits under State Project No. 6506-37.

IT IS FURTHER RESOLVED THAT THE Mayor and the Clerk Treasurer Administrator are authorized to execute the Agreement and any amendments to the Agreement.

Staff reports:

City Administrator, Marcia Seibert-Volz

Building Permits for December:

Kasee Prafke mechanical permit \$ 3,689.00

City auditorium remodel \$ 287,770.00

Board of Review - April 4, 2016

LMCIT Insurance Dividend - \$ 23,160.00

Eide Bailly – 2015 Audit Services acceptance \$ 19,600.00.

Renville County Public Works – MSW rate increase to \$46.00/ton.

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

- Arc Flash Study complete
- WTP filter # 2 blew
- Well-head Protection Plan locating is being done.

Liquor Store Manager: Manager stated two new employees have been hired at \$10.00/hr. Mike Reinart and Alexis Wurzberger as Part time bartenders.

Committee Reports: Reviewed minutes from the following meeting

Liquor Committee 1-6-16

Buildings Committee 12-17-15 & 1-6-16

Police Committee 12-7-15 & 1-4-16

Fairfax EDA 12-3-15

Correspondence:

Council concerns: Concern was raised on snow plowing and calendar parking enforcement. Council discussed that if a vehicle is not parked legally the vehicle should be ticketed and the second time towed.

Adjournment: Motion by Jenny Hazelton, second by Cindy Fahey to adjourn at 8:00 p.m. Motion carried unanimously.