

## MINUTES OF COUNCIL MEETING

February 7, 2011

A regular council meeting was duly called to order by Mayor Robert Roesler at 5:00 on Monday, February 7, 2011 with members Robert Roesler, Jeff Ross, Carroll Behne, Brad Ringnell and Kurt Olson present. Absent, none. Also present, City Admin/EDA Director Jamie Letzring and Deputy Clerk Irene Schlaphoff.

Motion by Ringnell to approve the updated agenda, second by Behne, carried.

Motion by Ringnell to approve the minutes as written and sent to each council member for study, second by Behne, carried.

Consent agenda including payment of bills was declared approved with the exception of one bill held for further study.

The Midcontinent Communications contract with Temperance Lake Ridge for cable service is in place. Motion by Ringnell to retain the difference in monthly charges between the two carriers as collected per resident for the purpose of funding for the EDA, second by Behne, carried.

Discussion was held regarding the Temperance Lake Ridge window improvements, removal of the rock facing, and the work that was previously done in an attempt to repair leaking windows. It has been learned that the windows are sound, but the structure under the facing is in question. Motion by Ringnell to authorize specifications to be written for the removal of the rock façade and to seek quotes for work to commence early spring, with a completion date of May 1, 2011, second by Olson, carried.

Motion by Ringnell to approve a pull tab donation to the MCW After Prom Party Committee in the amount of \$500.00, second by Ross, carried.

The most recent estimate from The Retrofit Company for replacement lighting at the Fire Hall was reviewed and compared with the estimate submitted by Kuehl Electric for comparable product and services. Motion by Ross to approve the estimate from Kuehl Electric for updated energy-efficient lighting at the Fire Hall, Community Hall and incubator space as submitted, work to be completed within sixty (60) days, second by Ringnell, carried.

Fire Relief Association Treasurer Val Omgig came before the council with a revised Schedule 10 Form for Lump Sum Pension Plans that now calls for a required City contribution of \$7,097, rather than the \$5,719 that had been budgeted. Mr. Omgig explained how payout is calculated and the requirements for members to qualify for fire relief benefits. At this time the pension plan is once again underfunded due to the underperformance of investments and the state modification of bylaws that has caused the unexpected additional deficit. Cities are obligated by state statute to make up any funding shortfall. Motion by Olson to provide an opportunity to the Sherburn Fire Department to decide how to make up for the additional \$1,378 shortfall from their department budget within the next sixty days, second by Behne, carried.

No action was taken on a request from Fire Relief Association Treasurer Val Omgig for an increase in retirement benefits to \$1,265 per year of service.

Fire Chief Bert Schwager was present to request permission to send two Fire Department members to the State Fire Convention in Detroit Lakes at an approximate cost of \$1,600. Since the previous request to attend training sessions in Mankato, a \$6,350 grant has been received for the purpose of fire trainings and must be used by May 1, 2011. This grant will offset 2011 budgeted training costs. Motion by Ringnell to approve attendance at the State Fire Convention in Detroit Lakes as requested, and reimbursement of expenses per the travel and reimbursement policy, second by Olson, carried.

Fire Chief Bert Schwager informed the council that a 2001 Freightliner tanker at the Foley Fire Department is available for sale and requested the opportunity to place a bid. Discussion was held regarding the specifications of this tanker and the set-aside dollars currently available for use. Motion by Ringnell to schedule a meeting with the townships served, the council and the department to discuss the placement of a bid for this equipment, second by Ross, carried. Councilor Ross indicated that he would like to be able to look at the tanker, and that a pumper unit would still be needed if their bid was successful.

Motion by Roesler to recognize retiring Fire Department member Kirk Yahnke, and to commend and thank him for his 29 years of service to the community, and for his many hours of work at the fire hall, unanimously seconded, carried.

At this time City Administrator Jamie Letzring presented Council Orientation Part Two focusing on open meeting laws, types of meetings, posting requirements, definitions of public meetings vs. meetings held in public, and the requirements for conducting closed meetings.

Admin report:

- Lewayne Pigman of Tri-State Construction has agreed to be on site when the rock façade is removed from the Temperance Lake Ridge building and install drip cap above the windows for flashing.
- Maxfield Research will conduct a feasibility study for a memory care expansion at Temperance Lake Ridge, which will see a completion date of early March; they are able to do projections to 2020. Maxfield Research is very well-known in this line of work and is a very reputable company, according to financial advisor Shannon Sweeney.
- Square dancing at the Community Hall during movie nights is agreeable with the theatre manager; however, H/V/AC and insurance companies insist that the Styrofoam blocks be immediately removed at the end of the evening. It should also be understood that heating of the room may be compromised by blocking the vents. The normal Community Hall rental policy will be followed.
- Policies for the City of Sherburn are currently being written and updated, and will be reviewed by city staff before presentation to the council.
- City offices will be closed on February 23<sup>rd</sup> because of staff appointments and personal time off.
- Anita Gallentine of the Minnesota Public Facilities Authority will be here on February 24<sup>th</sup> to review PFA loan documents, pay estimates, and the wastewater treatment plant project.

After brief discussion regarding snow plowing in alleys, council recessed into closed session at 6:40 p.m. to discuss employee performance.

The regular council meeting reconvened at 7:30 p.m. Motion by Olson to move the next council meeting to Monday, March 7, 2011 at 5:00 p.m., second by Ross, carried.

Motion to adjourn by Behne, second by Olson, carried. Meeting declared adjourned at 7:35 p.m.

Irene Schlaphoff, Deputy Clerk