

MINUTES OF COUNCIL MEETING

March 21, 2011

A regular council meeting was duly called to order by Mayor Robert Roesler on Monday, March 21, 2011 at 5:00 p.m. with members Robert Roesler, Carroll Behne, Kurt Olson, Brad Ringnell and Jeff Ross present. Absent, none. Also present, City Admin/EDA Director Jamie Letzring and Deputy Clerk Irene Schlaphoff.

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

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

Consent agenda including cigarette and off-sale beer licenses for Casey's General Store #2999 and payment of bills with the exclusion of one bill was declared approved.

John Herzog and Bryan Stading of Martin County Ignite were present to explain the economic development program for Martin County that has been in place for several years. They distributed a resource folder explaining county and state-funded services that are available to new, expanding or struggling businesses in the area. These services include assistance with business plans, conducting tax seminars, coordinating business referrals and sharing financial assistance programs available to businesses. Upon learning about the programs available through the Sherburn EDA, Herzog and Stading assured the council that they will put Sherburn on the Martin County Ignite website. Resource folders were left at City Hall to be given to interested entrepreneurs. Ignite board meetings are held on the first Monday of each month at the Martin County Courthouse.

Financial Advisor Shannon Sweeney of David Drown Associates was present regarding financing possibilities and feasibility for the proposed addition at Temperance Lake Ridge. He explained the difference between housing bonds, revenue bonds and general obligation bonds and how the State of Minnesota governs what cities will do. Even though Sherburn does not have enough bonding capacity to fund this expansion, Mr. Sweeney explained how a combination of funding sources may be used successfully. More information will be available after the 2010 audit has been completed.

A conference call was then placed to Howie Groff and Molly Toulouse of Tealwood Management who were able to answer questions regarding the Temperance Lake Ridge budget and clarify certain needs addressed in the proposed memory care addition. With the draft copy of the Maxfield Research feasibility study already conducted, Mr. Sweeney felt that early fall construction for spring 2012 completion is a reasonable timeline, should the council decide to move forward with this project.

Motion by Behne to approve Resolution 2011-06 Modifying the Fee Schedule for 2011 to include an adjustment to Tier 2 ambulance charges, second by Ringnell. Behne, yea; Olson, yea; Ringnell, yea; Ross, yea; Roesler, yea; Resolution 2011-06 approved.

Motion by Ringnell to approve Resolution 2011-07 Accepting Donation of \$1,000 from the Sherburn Lions Club for the Purpose of Purchasing Christmas/Winter Decorations, second by Ross. Ross, yea; Ringnell, yea; Olson, yea; Behne, yea; Roesler, yea; Resolution 2011-07 approved.

Motion by Ringnell to approve Resolution 2011-08 Accepting Donation of \$2,214 from the Sherburn Chamber of Commerce for the Purpose of Purchasing Christmas/Winter Decorations, second by Olson. Olson, yea; Ringnell, yea; Behne, yea; Ross, yea; Roesler, yea; Resolution 2011-08 approved.

City Administrator Jamie Letzring reported that to date \$4,914 has been donated for the Christmas/winter decorations, and with the input of Dorothy Behne and Cindy Ford of the Chamber of Commerce, an order has been placed for 35 decorations at a total cost of \$6,144.24. The old decorations can be sold if Council will declare them excess property; only two poles will need outlets.

City of Sherburn Fire Department has submitted a bid for a used tanker truck owned by the Foley Fire Department. Bid results will be available after 2:00 p.m. on March 25, 2011.

A 20-year old furnace at the Senior Dining Center has been experiencing on-going difficulties that will cost approximately \$600 to repair. It was agreed that the furnace should be replaced.

Spring yard and garden curbside pick-up will take place on Wednesday, April 20, 2011 and City-wide clean-up "Junk Day" has been scheduled for Saturday, May 7, 2011 from 8:00 a.m. until noon at the City lot located underneath the water tower. Citizens will be asked to provide proof of residence; service groups will be contacted to assist those who do not have the means to transport their junk items.

Councilor Ringnell inquired about garbage trucks on traveling on residential streets. Waste Management has been informed that when road restrictions are in place, their large trucks are not permitted. Councilor Ross reported that the retrofit lighting has been installed in the west bay at the fire hall.

Mayor Roesler shared City of Sherburn census data; and also inquired if the council would be willing to vacate a section of Warehouse Ave at the request of the business owner. City Admin Letzring reminded council that an easement for infrastructure would need to be put in place. Motion by Ringnell to direct City Admin Letzring to investigate the procedure for vacating said street, and public access issues with an easement, second by Behne, carried.

Administrator report:

- Tree-trimming has been finished on South Main Street and staff is working on South Manyaska; project put on hold because of the weather and Wastewater School. A chipper will be rented when all trees are trimmed.
- Kuehl Electric still working on lighting at the Fire Hall, then will move to the incubator space. Community Hall lighting replacement has been completed.
- Wastewater treatment plant has been experiencing huge inflows during the thaws and spring rains; inflow and infiltration is being researched.
- A meeting is scheduled with the Public Works Department and Greg Mitchell of Bolton & Menk to discuss wrap-up of street projects early this summer and any necessary corrections, as well as planning for 2012.
- Information and cost estimates are being collected on water tower inspection, cleaning and painting, possibly to take place during the summer.
- City Attorney has advised against adding a shed to the recently approved raze and remove order, as additional steps must be taken in order to legally do so.

Motion by Ross to recess into closed session, second by Behne, carried. Council recessed into closed session at 7:10 p.m.; open session reconvened at 7:55 p.m. with a motion by Ringnell, second by Ross.

Motion by Ringnell to approve a 3% wage adjustment for public works and administrative employees with an additional one-year adjustment of 1% for public works and deputy clerk, an additional one-year adjustment of 2% for the administrator, and to bring public works employees to an equal hourly rate, second by Ross, carried.

Motion to adjourn by Behne, second by Ringnell, carried. Meeting declared adjourned at 8:10 p.m.

Irene Schlaphoff, Deputy Clerk