

MINUTES OF COUNCIL MEETING

May 2, 2011

A regular council meeting was duly called to order by Mayor Pro-tem Kurt Olson at 5:00 p.m. on Monday, May 2, 2011 with members Kurt Olson, Jeff Ross, Carroll Behne and Brad Ringnell present. Absent, Robert Roesler. Also present, City Admin/EDA Director Jamie Letzring and Deputy Clerk Irene Schlaphoff.

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

Motion by Behne to approve the minutes of the April 18 and April 26 meetings, second by Ringnell, carried.

Consent agenda including payment of bills was declared approved.

Minnesota Valley Action Council Housing Director Judd Schultz and Dave Kuehn were present to inform the council about a housing rehabilitation project available to Martin County citizens, with the county as the applicant and fiscal agent for federal funds through the Department of Employment and Economic Development (DEED). The program requires that a survey be conducted during the pre-application process in September, and if 80% of households within the community respond, the county may be invited to submit an application for funds to be used for deferred and low-interest loans. Full application would be due in February or March 2012. Mr. Schultz answered questions regarding lead assessment and contractor requirements, and assured the council that MVAC would be administering all phases of the program. If approved, funding awards would occur in the spring of 2012. Motion by Ross to participate in the county-wide housing rehabilitation project, second by Ringnell, carried.

Bolton & Menk engineers Kelly Yahnke and Kirk Yahnke were present with a wastewater treatment plant project update and a review of an Allowance Summary for change orders that have taken place and explanation of proposed change orders. Kirk Yahnke also addressed fluctuating flows through the wastewater treatment plant that occur during rain events. Inflow and infiltration has been reduced by the W Fifth Street, N Osborne Street and W First Street projects; however, a sanitary sewer on Elm Street that must be replaced in the future, along with 1935 vintage service lines near the wastewater treatment plant, should further reduce the inflows. Chlorine levels are also constantly monitored and adjusted to coincide with the flows. According to Kelly Yanke, a punch list has been prepared and the appropriate amount will be retained from the final payment until the list has been completed.

Motion by Behne to approve Proposal Request No. 2 replacement of trickling filter arm bearings and arm supports in the amount of \$17,654.71 as per the Allowance Summary, second by Ringnell, carried.

City Administrator Jamie Letzring informed the council that a Project Management Request for Proposal for an eight-unit memory care expansion at Temperance Lake Ridge has been sent to nine firms with a May 16th return date. With the assistance of financial advisor Shannon Sweeney of David Drown Associates, three firms will be chosen for interviews later that week.

Two estimates were received for the first- and second-story bay window repairs at Temperance Lake Ridge. Both estimates were comparable and met the criteria as requested. Motion by Ross to approve the proposal as submitted by Ringnell Construction for Temperance Lake Window repairs in the amount of \$12,401.75 plus time and materials as needed, with a start date of May 17, 2011, second by Behne. Motion carried; Ringnell abstained.

Motion by Olson to accept the proposal from M-4 Landscaping for mowing, tree trimming and weed spraying at the South Haven Town Homes, second by Ross, carried. A contract will be prepared, effective May 9, 2011.

Motion by Ringnell to approve a sign permit submitted by Casey's General Store, second by Ross, carried.

Administrator report:

- Appliance day has been set for Saturday, June 4th. Stickers will be available for sale from May 16th to June 1st at 4:00 p.m.
- A contract will be signed with MacGuire Iron for cleaning and inspection of the water tower interior.
- City auditor Joel Stencil will be present at the May 16th council meeting to present the audit.
- Dates must be determined for a sign retroreflectivity workshop and also a special council meeting at which management company interviews will be conducted.

Brief discussion was held regarding potholes in gravel roads, which are being graded as conditions allow, and citizen concerns about the city-wide clean up. Council was reminded that groups are available to assist citizens who are unable to transport their items to the centralized location behind City Hall on June 4th.

Motion to adjourn by Ringnell, second by Behne, carried. Meeting declared adjourned at 6:10 p.m.

Irene Schlaphoff, Deputy Clerk