

February 12, 2019

The regular meeting of the City Council of the City of Sleepy Eye was held in the Council Chambers, 200 Main Street East, Sleepy Eye, MN at 7 p.m. on the 12th day of February 2019 per due call and notice. Mayor Wayne Pelzel and Councilors Gary Windschitl, Nathan Stevermer, Douglas Pelzel, Joann Schmidt and Larry Braun were present. Also, present were City Manager Mark Kober, City Attorney Alissa Fischer, Public Works Director Bob Elston, City Engineer Dave Palm, Police Chief Matt Andres, EDA Director Kurk Kramer and City Clerk Linda Tiedeken.

Mayor Pelzel presented Richard Zinniel with a plaque for his dedication and commitment to the City of Sleepy Eye and thank him for his years of service.

Councilor Braun moved to approve the minutes of the January 8, 2019 regular meeting and January 24, 2019 special meeting. Councilor Stevermer seconded the motion and the motion carried.

Mayor Pelzel made the following additional appointments to the boards and asked for Council approval.

<u>Terms expire the 1st Regular Council Meeting of January</u>		
Katelyn Pietig	Library Board	2022
Kayla Jacobson	Downtown	2022
Casey Coulson	EDA	2023
Mark Kober	EDA	2023
Kelli Truver	Hospital Board	2022

Councilor Windschitl moved to approve the above Mayor appointments as stated. Councilor Pelzel seconded the motion and the motion carried.

Councilor Schmidt moved to approve new City Manager Kelli Truver's contract and appointment as City Manager effective March 1, 2019. Councilor Braun seconded the motion and the motion carried.

City Manager reported that there has not been an increase to the sewer rate for the last five years and is recommending a 5% increase which would generate an increase of \$20,000 in sewer income.

Councilor Schmidt moved to adopt the following resolution.

RESOLUTION 1 - 2019

Establishing Sewer Service Rates and Charges

WHEREAS, The City Council had adopted an Ordinance establishing a sewer service charge system for the City of Sleepy Eye by City Code, Title 8, Chapter 4 and 5.

WHEREAS, Section 8-1-2 of the City Code provides that rates and charges for sewer service shall be fixed by resolution of the City Council, and

WHEREAS, the rates were previously established by Resolution No, 5-2015,

NOW THEREFORE BE IT RESOLVED, that previously adopted Resolution No. 5-2015 and all other Resolutions inconsistent with this Resolution are hereby repealed and rates and charges are hereby established as follows:

- 1) Residential Users Class:
\$13.33 monthly connection charge plus \$1.10 per 100 cubic feet of metered water.
Metered water is defined as the average monthly metered water for the previous December, January and February months. Adjustments will be made yearly in March and reflected in the bill received in April and each month thereafter.
- 2) Nonresidential Users and Industrial Users Class:
\$13.33 monthly connection fee plus \$1.10 per 100 cubic feet of metered water.
Metered water for nonresidential users and industrial users shall be defined as current monthly metered water.
- 3) Multiple User Class:
Where one water meter, services both, residential and nonresidential or industrial users, the rates and charges will be based on the nonresidential and industrial users' class.

Where more than one user uses the same meter, regardless of class, each user shall pay the \$13.33 monthly connection fee. The user fee will be billed in its entirety to the party responsible for the water meter.
- 4) Outside the city limits users class rates for any user located outside the Corporate limits of the City shall be four times the applicable user class.

Users disconnecting their water service shall not be obligated to pay the monthly connection charge during the period of discontinuance.

Residential users who do not have an established three-month average user rate as above established shall be billed accordingly to the nonresidential and industrial user class.

The City shall install a water meter to determine flow for any user who has a private source of water. If the user refused to allow metering the water, the City may discontinue sewer service or estimate consumption.

Bill for sewer service shall be mailed on or before the 15th of each month and shall be due and payable at the net rate listed above if paid on or before the 25th of each month, at the Office of the City Clerk. After the 25th of each month, a charge of 5% will be added to the net bill which charge shall constitute a discount from the gross bill for payment within the specified period. If not paid after the 5th of the following month, and due notification, water utility service will be

discontinued. All bills shall be submitted to the person responsible for payment of the water bill for the property, where applicable.

This Resolution shall take effect with the March 2019 charges billed and payable in April 2019.

Dated February 12, 2019.

/s/ Wayne Pelzel

Wayne Pelzel, Mayor

ATTEST: /s/ Linda Tiedeken

Linda Tiedeken, City Clerk

Councilor Windschitl seconded the motion and the motion carried.

Steven Lingen, Park and Recreation Supervisor presented a quote of \$28,515.51 for a John Deere 3039R Compact Utility Tractor with mower deck for the Parks Department from Kibble Equipment with a trade in value of \$16,500.00 for the 2014 Case IH Farmall 40C. Councilor Pelzel moved to approve the purchase of the John Deere 3039R Compact Utility Tractor with mower deck. Councilor Braun seconded the motion and the motion carried.

Councilor Stevermer moved to not object to Knights of Columbus application for an exempt gambling permit for April 14, 2019 at St. Mary's Church, 636 1st Ave N. Councilor Braun seconded the motion and the motion carried.

City Attorney Fischer requested to schedule a workshop on rental licenses and inspections. Mayor Pelzel called for a special meeting for the workshop on February 27 at 11 am in the Council Chambers.

City Engineer Dave Palm present the following engineering report:

A. 2020 Street and Utility Improvements Project.

Public Improvement Hearing was held on January 24, 2019 and the Council has authorized the preparation of the plans and specifications.

Petitions from adjoining property owners will be need for the alley improvements.

B. 12th Avenue SE Improvement Project (adjacent to proposed Frontier Labs Lot).

Project includes 60 feet of surfacing and 240 feet of sewer, water and storm sewer improvements, invitation for bids was sent to 5 contractors. Received three bids for the project. M.R. Paving and Excavating, Inc. submitted the lowest bid of \$86,647.22.

Engineer estimate was \$88,000.00. Councilor Schmidt moved to accept the bid of \$86,647.22 from M.R. Paving and Excavating, Inc. Councilor Pelzel seconded the motion and the motion carried

C. 2019 Airport Lighting Project.

MNDOT Aeronautics has funds available from the 2019 fiscal year (7/1/18 – 6/30/19) for the airport lighting project. 95% of the \$377,000.00 lighting project could be paid by MNDOT Aeronautics and the balance of \$19,000.00 would be the city share. Work to be done July thru October 2019. Councilor Pelzel moved to authorize the city engineer to prepare plans and specifications and complete the grant request by May 31, 2019.

Councilor Stevermer seconded the motion and the motion carried.

D. 12th Avenue NE and St. Mary's Street Project.

Continuing to work on the design, plans, cost and funding summary.

E. Brown County Highway Improvements.

Waiting for an update from Brown County Highway Department on the construction project.

F. Brown County Ditch Systems Redeterminations.

Sent City watershed map to Brown County Ditch Viewers and attended the CD5 meeting on January 24, 2019.

City Manager Kober reported that an offer of \$33,500.00 has been received for Lots 7, 9 & 10, Block 1, Nelson Second Addition from Charles Hauser. Councilor Pelzel moved to accept Charles Hauser offer of \$33,500.00 for Lots 7, 9 & 10, Block 1, Nelson Second Addition, City of Sleepy Eye. Councilor Braun seconded the motion and the motion carried.

City Manager reported on the following:

A. Announced his retirement as of March 31, 2019.

B. Currently working with Kelli Truver on the transition to the City Manager position.

C. Councilor Stevermer moved to approve one day liquor permit to St. Mary's Church and School for Dinner theater on March 25, 2019. Councilor Windschitl seconded the motion and the motion carried.

Miscellaneous correspondence was included in agenda packets.

Councilor Schmidt moved to file the January Police Report and the January Cash Fund Balances as of 1/31/19. Councilor Stevermer seconded the motion and the motion carried.

Councilor Braun moved to approve and allow payment of the monthly bills in the amount of \$501,449.40 as presented. Councilor Pelzel seconded the motion and the motion carried.

There was no other business.

The meeting was properly adjourned at 8:30 p.m.

Wayne Pelzel, Mayor

Linda Tiedeken, City Clerk