

Council Meeting
December 2, 2014

Meeting called to order by Mayor Tammy Konz at 6:32pm

Council Members present: Tammy Konz, Sheryl Carlson, Joe Krippner and Paula Capes; Eric Loewen arrived at 6:58pm

Others present: Jean Matua, Randy Sabart and Tom Jovanovich

Motion made by Joe Krippner and seconded by Sheryl Carlson to approve the claims; motion carried
Councilmember Eric Loewen absent

Motion made by Paula Capes and seconded by Joe Krippner to approve the following Consent Agenda items:

1. Minutes of the November 18, 2014 Employee Meeting
2. Minutes of the November 18, 2014 Council Meeting
3. Resolution No. 12022014A A Resolution Authorizing the Transfer of Appropriated Funds for Fiscal Year 2014
4. Resolution No. 12022014B Resolution Providing Interfund Tax-Increment Project Financing
5. Shut-off Delinquent Utilities December 18, 2014

motion carried

Councilmember Eric Loewen absent

Mayor Konz opened the Truth-in-Taxation Public Hearing for the 2015 Property Tax Levy at 6:35pm. No public comments were received.

Motion made by Sheryl Carlson and seconded by Paula Capes to close the Truth-in-Taxation Public Hearing for the 2015 Property Tax Levy at 6:37pm; motion carried

Councilmember Eric Loewen absent

The City Clerk updated the City Council on the Stearns County CSAH 63 Road Patch issue; she has spoken with the County and no further action is required of the City.

Motion made by Paula Capes and seconded by Sheryl Carlson to adopt Resolution No. 12022014C Resolution Authorizing 2015 Dance License Renewals; motion carried

Councilmember Eric Loewen absent

Motion made by Joe Krippner and seconded by Paula Capes to adopt Resolution No. 12022014D Resolution Authorizing 2015 Cigarette License Renewals; motion carried

Councilmember Eric Loewen absent

Motion made by Joe Krippner and seconded by Paula Capes to adopt Resolution No. 12022014E Resolution Authorizing 2015 Liquor License Renewals and also approve the 2015 Liquor License Renewal for Son of a Butcher's Bar & Grill upon their paperwork being completed for submittal to the State; motion carried

Councilmember Eric Loewen absent

The Council will have a Special Meeting on December 30, 2014 at 5:00pm for employee evaluations. The employee meeting scheduled for December 9, 2014 is rescheduled for December 11, 2014.

Councilmember Eric Loewen arrived at 6:58pm

The Council will discuss a Moonlighting Policy at the next meeting. The Council would like to have a meeting to discuss the Sign Ordinance; letters should be sent to business owners and residents.

City Engineer Randy Sabart and City Attorney Tom Jovanovich discussed the proposed "Addendum to the Development Agreement" for the Heritage House expansion project with the Council; the Council would like the wording in Section 5.1.2 regarding landscaping/turf to be clarified. The developer is still searching for a screening trap option in regards to Section 7.0. Per Section 3.1, the preliminary plat must be approved before construction can begin.

Motion made by Joe Krippner and seconded by Paul Capes to approve the "Addendum to the Development Agreement" for the Heritage House expansion project as presented with the noted changes to Section 5.1.2; motion carried

The Council discussed utility rates.

Motion made by Joe Krippner and seconded by Paul Capes to adopt Resolution No. 12022014F Resolution to Amend City Ordinance Section 215 – Schedule of Fees; motion carried

The Council discussed the 2015 meeting schedule. Meeting dates are as follows: January 6, February 3, March 3, April 7, May 5, June 2, July 7, August 4 & 18, September 1 & 15, October 6, November 3 & 17 and December 1.

The Council discussed the 2015 Final Budget & Tax Levy.

Motion made by Paula Capes and seconded by Sheryl Carlson to adopt Resolution No. 12022014G Resolution Adopting the Final 2015 Property Tax Levy and Budget; motion carried

Motion made by Sheryl Carlson and seconded by Eric Loewen to adjourn at 7:57pm; motion carried

Respectfully submitted by Nicole Pilarski

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Payments

Current Period: December 2014

Batch Name	120214Claims Payment	Computer Dollar Amt	\$13,148.29	Posted
Refer	6885 <i>MOTOROLA SOLUTIONS INC.</i>	<u>Ck# 037189 12/2/2014</u>		
Cash Payment	E 200-42200-323 Radio Units	Fire Dept Batteries		\$100.00
Invoice	13995070 1/8/2014			
Transaction Date	11/25/2014	Due 0 Checking 10100	Total	\$100.00
Refer	6886 <i>COLONIAL LIFE</i>	<u>Ck# 037174 12/2/2014</u>		
Cash Payment	G 101-21710 Other Deductions	Nov Premium		\$183.70
Invoice	3913340-1114357 11/26/2014			
Transaction Date	11/25/2014	Due 0 Checking 10100	Total	\$183.70
Refer	6887 <i>XCEL ENERGY</i>	<u>Ck# 037197 12/2/2014</u>		
Cash Payment	E 101-42500-381 Electric Utilities	Civil Defense Electricity		\$3.74
Invoice	547779247 11/21/2014			
Cash Payment	E 101-43100-381 Electric Utilities	Public Works Electricity		\$8.94
Invoice	547779387 11/21/2014			
Cash Payment	E 101-43100-381 Electric Utilities	Street Light		\$15.34
Invoice	547779254 11/21/2014			
Cash Payment	E 601-49400-381 Electric Utilities	Water Plant Electricity		\$15.34
Invoice	547779394 11/21/2014			
Transaction Date	11/25/2014	Due 0 Checking 10100	Total	\$43.36
Refer	6888 <i>MID-MINNESOTA HOTMIX, INC.</i>	<u>Ck# 037185 12/2/2014</u>		
Cash Payment	E 101-43100-224 Street Maint Materials	Maus Dr Potholes Patches		\$950.00
Invoice	12028 11/24/2014			
Transaction Date	11/25/2014	Due 0 Checking 10100	Total	\$950.00
Refer	6889 <i>KIMBALL LIONS</i>	<u>Ck# 037181 12/2/2014</u>		
Cash Payment	E 101-41000-437 Other Miscellaneous	Xmas Wreaths		\$46.00
Invoice	11/24/2014			
Transaction Date	11/25/2014	Due 0 Checking 10100	Total	\$46.00
Refer	6890 <i>REGION III MCFOA</i>	<u>Ck# 037190 12/2/2014</u>		
Cash Payment	E 101-41400-208 Training and Instruction	Nicole Regional Meeting		\$15.00
Invoice				
Transaction Date	11/25/2014	Due 0 Checking 10100	Total	\$15.00
Refer	6891 <i>BATTERIES PLUS</i>	<u>Ck# 037172 12/2/2014</u>		
Cash Payment	E 101-42110-210 Operating Supplies	Police - Squad Microphone Batteries		\$29.98
Invoice	036-104969.01 11/17/2014			
Transaction Date	11/25/2014	Due 0 Checking 10100	Total	\$29.98
Refer	6892 <i>EAST SIDE OIL COMPANIES</i>	<u>Ck# 037175 12/2/2014</u>		
Cash Payment	E 603-49500-387 Oil/Filter Disposal	Used Oil/Filter Pickup		\$100.00
Invoice	R53409 11/14/2014			
Transaction Date	11/25/2014	Due 0 Checking 10100	Total	\$100.00
Refer	6893 <i>MENARDS</i>	<u>Ck# 037184 12/2/2014</u>		
Cash Payment	E 101-43100-220 Repair/Maint Supply	Public Works - Thermostat City Hall Basement Garage		\$13.99
Invoice	78679 11/17/2014			
Transaction Date	11/25/2014	Due 0 Checking 10100	Total	\$13.99
Refer	6894 <i>TOM KRAEMER INC</i>	<u>Ck# 037193 12/2/2014</u>		

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Cash Payment	E 200-42200-520 Buildings and Structures	Fire Dept - Storage Container for Shed			\$2,945.00
Invoice	91823	11/13/2014			
Transaction Date	11/25/2014	Due 0	Checking	10100	Total \$2,945.00
Refer	6895	MINNESOTA DEPT OF HEALTH	<u>Ck# 037187 12/2/2014</u>		
Cash Payment	E 601-49400-388 Connection Fee	4th Qtr Connection Fee			\$477.00
Invoice					
Transaction Date	11/25/2014	Due 0	Checking	10100	Total \$477.00
Refer	6896	HENDRICKS SAND AND GRAVEL	<u>Ck# 037180 12/2/2014</u>		
Cash Payment	E 101-43100-300 Professional Svcs	Snow Plowing - Road Grader Scraping			\$450.00
Invoice	9266D	11/17/2014			
Cash Payment	E 101-43100-222 Vehicle Maintenance	Snow Plow Parts & Repair			\$342.95
Invoice	9265D	11/17/2014			
Transaction Date	11/25/2014	Due 0	Checking	10100	Total \$792.95
Refer	6897	AT&T	<u>Ck# 000551E 12/2/2014</u>		
Cash Payment	E 101-42110-321 Telephone	Police Chief Cell Phone			\$79.51
Invoice	11172014	11/10/2014			
Cash Payment	E 101-43100-321 Telephone	Public Works Cell Phone			\$29.36
Invoice	11172014	11/10/2014			
Cash Payment	E 601-49400-321 Telephone	Water Cell Phone			\$14.68
Invoice	11172014	11/10/2014			
Cash Payment	E 602-49450-321 Telephone	Sewer Cell Phone			\$14.67
Invoice	11172014	11/10/2014			
Transaction Date	11/25/2014	Due 0	Checking	10100	Total \$138.22
Refer	6898	SPRINT	<u>Ck# 000552E 12/8/2014</u>		
Cash Payment	E 101-42110-321 Telephone	POLICE LAPTOPS			\$79.98
Invoice	325068815-084	11/18/2014			
Transaction Date	11/25/2014	Due 0	Checking	10100	Total \$79.98
Refer	6899	TOWN OF FAIRHAVEN	<u>Ck# 037194 12/2/2014</u>		
Cash Payment	E 101-42110-437 Other Miscellaneous	9 Nov DSC Tix			\$450.00
Invoice					
Transaction Date	11/25/2014	Due 0	Checking	10100	Total \$450.00
Refer	6900	ARNOLDS OF KIMBALL	<u>Ck# 037170 12/2/2014</u>		
Cash Payment	E 101-45200-222 Vehicle Maintenance	Park Lawn Mower - Fix Tranny Leak			\$404.47
Invoice	Kr28023	11/17/2014			
Transaction Date	11/25/2014	Due 0	Checking	10100	Total \$404.47
Refer	6901	SEH	<u>Ck# 037191 12/2/2014</u>		
Cash Payment	E 317-47000-303 Engineering Fees	City Hall ADA Engineering			\$3,072.85
Invoice	289644	11/12/2014			
Transaction Date	11/25/2014	Due 0	Checking	10100	Total \$3,072.85
Refer	6902	HEDLUND PLUMBING & HEATING	<u>Ck# 037179 12/2/2014</u>		
Cash Payment	E 200-42200-401 Repairs/Maint Buildings	Fire Hall - Pump Catch Basin			\$155.00
Invoice	3885	11/7/2014			
Transaction Date	11/25/2014	Due 0	Checking	10100	Total \$155.00
Refer	6903	MIES OUTLAND	<u>Ck# 037186 12/2/2014</u>		
Cash Payment	E 101-42110-222 Vehicle Maintenance	Police - Part for Truck to Pull out Plow Truck			\$16.24
Invoice	P75226	11/10/2014			
Transaction Date	11/25/2014	Due 0	Checking	10100	Total \$16.24
Refer	6904	BOUND TREE MEDICAL	<u>Ck# 037173 12/2/2014</u>		

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Cash Payment	E 200-42200-210 Operating Supplies	Fire Dept Splints				\$96.55
	Invoice81600152	11/7/2014				
Transaction Date	11/25/2014	Due 0	Checking	10100	Total	\$96.55
Refer	6905 MN COUNTY ATTORNEYS					
Cash Payment	E 101-42110-200 Office Supplies	Police Forms				\$38.00
	Invoice18172000	11/12/2014				
Transaction Date	11/25/2014	Due 0	Checking	10100	Total	\$38.00
Refer	6906 STEARNS COUNTY AUDITOR-					
Cash Payment	E 101-42110-207 Computer/Printer/Copier	Police RMS Access				\$3,000.00
	Invoice2014-00000006	11/13/2014				
Transaction Date	11/25/2014	Due 0	Checking	10100	Total	\$3,000.00

Fund Summary

	10100 Checking	
603 REFUSE (GARBAGE) FUND	\$100.00	
602 SEWER FUND	\$14.67	
601 WATER FUND	\$507.02	
317 2013 USDA CONST ACCT	\$3,072.85	
200 FIRE/RESCUE FUND	\$3,296.55	
101 GENERAL FUND	\$6,157.20	
	\$13,148.29	

Pre-Written Checks	\$13,148.29
Checks to be Generated by the Computer	\$0.00
Total	\$13,148.29

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Payments

Current Period: December 2014

Batch Name	120214Claim2 Payment	Computer Dollar Amt	\$147,484.76	Posted
Refer	6910 <i>ERTL HARDWARE HANK</i>	<u>Ck# 037176 12/2/2014</u>		
Cash Payment	E 101-43100-210 Operating Supplies	Public Works Supplies		\$41.92
Invoice	36082 11/24/2014			
Transaction Date	12/2 /2014	Due 0 Checking	10100	Total \$41.92
Refer	6911 <i>LAND O LAKES OIL CO</i>	<u>Ck# 037182 12/2/2014</u>		
Cash Payment	E 101-45200-222 Vehicle Maintenance	Repair Hockey Rink Snowblower Tire		\$15.00
Invoice	6927 11/11/2014			
Transaction Date	12/2 /2014	Due 0 Checking	10100	Total \$15.00
Refer	6912 <i>U.S. POSTAL SERVICE</i>	<u>Ck# 037195 12/2/2014</u>		
Cash Payment	E 101-41000-322 Postage	Annual City PO Box Renewal		\$60.00
Invoice				
Transaction Date	12/2 /2014	Due 0 Checking	10100	Total \$60.00
Refer	6913 <i>A M MAUS</i>	<u>Ck# 037169 12/2/2014</u>		
Cash Payment	E 101-42110-222 Vehicle Maintenance	Police Car Wash		\$6.95
Invoice	262957 11/8/2014			
Cash Payment	E 101-42110-222 Vehicle Maintenance	Police Truck LOF		\$37.48
Invoice	87247 11/11/2014			
Cash Payment	E 101-42110-222 Vehicle Maintenance	Police Truck Tires		\$660.00
Invoice	87271 11/12/2014			
Transaction Date	12/2 /2014	Due 0 Checking	10100	Total \$704.43
Refer	6914 <i>GOPHER STATE ONE CALL</i>	<u>Ck# 037177 12/2/2014</u>		
Cash Payment	E 601-49400-311 Locate calls	Locates		\$3.63
Invoice	128518 11/30/2014			
Cash Payment	E 602-49450-311 Locate calls	Locates		\$3.62
Invoice	128518 11/30/2014			
Transaction Date	12/2 /2014	Due 0 Checking	10100	Total \$7.25
Refer	6915 <i>ARVIG</i>	<u>Ck# 037171 12/2/2014</u>		
Cash Payment	E 602-49450-321 Telephone	Scheeler Lift Station Telephon		\$39.66
Invoice				
Cash Payment	E 601-49400-321 Telephone	Water Plant Alarm		\$41.66
Invoice				
Cash Payment	E 101-42110-321 Telephone	Police Computer Line		\$39.66
Invoice				
Cash Payment	E 101-42110-321 Telephone	Police Telephone & Fax		\$85.85
Invoice				
Cash Payment	E 101-42500-321 Telephone	Civil Defense Telephone		\$39.66
Invoice				
Cash Payment	E 200-42200-321 Telephone	Fire Dept Telephone		\$88.56
Invoice				
Cash Payment	E 101-41000-321 Telephone	City Hall Telephone		\$95.19
Invoice				
Cash Payment	E 101-41000-321 Telephone	City Hall Fax		\$95.12
Invoice				
Cash Payment	E 601-49400-321 Telephone	Water Plant Alarm		\$39.66
Invoice				
Transaction Date	12/2 /2014	Due 0 Checking	10100	Total \$565.02

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Payments

Current Period: December 2014

Refer	6916	US BANK EQUIPMENT FINANCE	<u>Ck# 037196 12/2/2014</u>		
Cash Payment	E 101-41000-414	Data Processing Equip	Copier Lease		\$396.21
Invoice	266829027	11/22/2014			
Transaction Date	12/2 /2014	Due 0	Checking	10100	Total \$396.21
Refer	6917	SEH	<u>Ck# 037191 12/2/2014</u>		
Cash Payment	E 317-47000-303	Engineering Fees	Utility Project Engineering		\$110.40
Invoice	289829	11/13/2014			
Cash Payment	E 101-43100-303	Engineering Fees	Watershed Engineering		\$286.20
Invoice	289834	11/13/2014			
Cash Payment	E 410-48000-303	Engineering Fees	Heritage House Engineering		\$132.80
Invoice	289834	11/13/2014			
Transaction Date	12/2 /2014	Due 0	Checking	10100	Total \$529.40
Refer	6918	XCEL ENERGY	<u>Ck# 037197 12/2/2014</u>		
Cash Payment	E 200-42200-381	Electric Utilities	Fire Hall Electricity		\$312.09
Invoice	548104637	11/24/2014			
Cash Payment	E 101-41000-381	Electric Utilities	Community Billboard Electricity		\$122.70
Invoice	547973982	11/24/2014			
Cash Payment	E 101-41000-381	Electric Utilities	City Hall Electricity		\$232.49
Invoice	548064093	11/24/2014			
Cash Payment	E 101-43100-381	Electric Utilities	Flasher Light Electricity		\$41.88
Invoice	548077338	11/24/2014			
Cash Payment	E 101-45200-381	Electric Utilities	Lions Park Electricity		\$11.60
Invoice	548086335	11/24/2014			
Cash Payment	E 601-49400-381	Electric Utilities	Water Tower Lights		\$118.16
Invoice	548089377	11/24/2014			
Cash Payment	E 101-45200-381	Electric Utilities	Shelter Electricity		\$182.28
Invoice	548463943	11/26/2014			
Cash Payment	E 601-49400-381	Electric Utilities	Water Plant Electricity		\$634.87
Invoice	548462355	11/26/2014			
Cash Payment	E 101-45200-381	Electric Utilities	Ballpark Electricity		\$13.08
Invoice	548277296	11/25/2014			
Cash Payment	E 101-42110-381	Electric Utilities	Police Bldg Electricity		\$77.61
Invoice	548330345	11/25/2014			
Cash Payment	E 101-45200-381	Electric Utilities	Hockey Rink Electricity		\$11.60
Invoice	548304853	11/25/2014			
Transaction Date	12/2 /2014	Due 0	Checking	10100	Total \$1,758.36
Refer	6919	HACH COMPANY	<u>Ck# 037178 12/2/2014</u>		
Cash Payment	E 601-49400-216	Chemicals and Chem	Water Chemicals		\$55.17
Invoice	9129815	11/21/2014			
Transaction Date	12/2 /2014	Due 0	Checking	10100	Total \$55.17
Refer	6920	MEHR, BRIAN	<u>Ck# 037183 12/2/2014</u>		
Cash Payment	E 601-49400-300	Professional Svcs	Visits Weeks of 11/2, 11/9, 11/16 & 11/23		\$250.00
InvoiceNow-14		11/30/2014			
Cash Payment	E 602-49450-300	Professional Svcs	Visits Weeks of 11/2, 11/9, 11/16 & 11/23		\$250.00
InvoiceNow-14		11/30/2014			
Transaction Date	12/2 /2014	Due 0	Checking	10100	Total \$500.00
Refer	6921	ZWILLING, TROY	<u>Ck# 037198 12/2/2014</u>		
Cash Payment	E 601-49400-300	Professional Svcs	Visits 11/7, 11/14, 11/21 & 11/28		\$250.00
Invoice		11/30/2014			
Cash Payment	E 602-49450-300	Professional Svcs	Visits 11/7, 11/14, 11/21 & 11/28		\$250.00
Invoice		11/30/2014			

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Payments

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Transaction Date	12/2 /2014	Due 0	Checking	10100	Total	\$500.00
Refer	6922 STEARNS COUNTY AUDITOR-			<u>Ck# 000549E 12/1/2014</u>		
Cash Payment	E 101-41910-430 Miscellaneous (GENERAL)					Zoning Beacon Service \$1.00
Invoice	2673303					12/1/2014
Transaction Date	12/2 /2014	Due 0	Checking	10100	Total	\$1.00
Refer	6923 USDA RURAL DEVELOPMENT			<u>Ck# 000550E 12/28/2014</u>		
Cash Payment	E 316-47000-601 Debt Srv Bond Principal			2013 Bond Payment		\$54,000.00
Invoice						11/18/2014
Cash Payment	E 316-47000-611 Bond Interest			2013 Bond Payment		\$88,351.00
Invoice						11/18/2014
Transaction Date	12/2 /2014	Due 0	Checking	10100	Total	\$142,351.00

Fund Summary

	10100	Checking	
602 SEWER FUND		\$543.28	
601 WATER FUND		\$1,393.15	
410 TIF 5-5 HERITAGE HOUSE PROJ		\$132.80	
317 2013 USDA CONST ACCT		\$110.40	
316 2013 USDA DEBT ACCT		\$142,351.00	
200 FIRE/RESCUE FUND		\$400.65	
101 GENERAL FUND		\$2,553.48	
		\$147,484.76	

Pre-Written Checks	\$147,484.76
Checks to be Generated by the Computer	\$0.00
Total	\$147,484.76