

CITY OF EYOTA
CITY COUNCIL MINUTES
MARCH 26, 2015

Members Present: Tyrel Clark, Tony Nelson, Ray Schuchard, Bryan Cornell and Kurt Holst

Members Absent: none

Staff Present: Jeremy Newton, Fire Chief; Deputy Pagel, Community Officer and Marlis Knowlton, Clerk/Treasurer

Call to Order: Mayor Clark called the meeting to order at 7:00 pm with the Pledge of Allegiance.

Proclamation: Eyota Mayor Clark and Dover Mayor Ihrke proclaim Friday, March 27 as Dover-Eyota High School Girls' Basketball Day in recognition of their Class AA State Championship.

Approve Agenda: Motion was made by Cornell and seconded by Schuchard to approve the agenda with one change: Reports 5.B will be a Fire Department report instead of Planning Commission, as there was no Planning meeting held March 16. Ayes (5), Nays (0). Motion carried.

Consent Agenda: Motion was made by Holst and seconded by Nelson to approve the consent agenda items 4.A through 4.E as presented. Ayes (5), Nays (0). Motion carried. See "Exhibit 4.C"

4.A. Minutes of the March 10, 2015 special Council meeting were approved.

4.B. Minutes of the March 12, 2015 regular Council meeting were approved.

4.C. RESOLUTION #2015-14 RESOLUTION EXPRESSING ACCEPTANCE OF, APPRECIATION FOR AND DESIGNATION OF DONATION RECEIVED, donation to the Fire Department from Diana and Keith Kressin, \$25 cash to be appropriated for the purchase of future equipment to be determined, approved.

4.D. 2015 Street Sweeping Contract with Wigham Services at a minimum cost of \$3,470; sweeping once in the spring, once again in the fall and to sweep the Eyota Days parade route prior to the event. Other requested sweeping will be provided on a per hour basis; \$140 per hour with a 5-hour minimum charge (\$700); approved to enter into contract.

4.E. MnDOT District 6 Annual Utility Meeting, authorize Marlis Knowlton to attend the meeting in Rochester, April 10, cost will be travel expenses; approved.

REPORTS:

Community Officer: Deputy Pagel reported on the previous month's service calls; about the same number of calls but higher priority calls: warrants and domestics.

Fire Department: Fire Chief Jeremy Newton requested authorization for four members to attend the annual FDIC Fire Convention: Jeremy Newton, Mark Allen, Chris Pike and Ryan Pike.

Motion was made by Cornell and seconded by Schuchard to approve sending the four firefighters to the convention. Ayes (5), Nays (0). Motion carried.

Chief Newton expressed the Department's appreciate for the community support during the recent rural fire.

Request was made to use donated funds to purchase approximately \$3,000 worth of miscellaneous equipment, such as: rescue gloves, safety vests, accountability tags, etc. Motion was made by Schuchard and seconded by Holst to approve the equipment purchase, up to \$3,000 out of donations. Ayes (5), Nays (0). Motion carried.

DESCASD Sewer Board: Schuchard reported District assets at \$1,178,967.66. 2014 audit has been competed, no problems. The plant is running without problems. A new floor is being installed in the lab. Three year contracted mowing bids will be opened soon. A written violation was received regarding the previously reported land application violation; no fine was imposed.

Economic Development Authority (EDA): Cornell and Clark reported on Arbor Gardens: census, financials, memory care unit renovation status and excess fixtures going for sale. EDA discussed their financials and strategic planning.

Motion was made by Schuchard and seconded by Holst, as recommended by the EDA, to authorize \$400 advertising dollars be spent on a full page color ad in the program at the May 2, 2015 Rochester Craft Brew Expo. Ayes (5), Nays (0). Motion carried.

Motion was made by Holst and seconded by Nelson, as recommended by the EDA, to authorize \$500 advertising dollars be spent on the Rochester Area Builders video radio spot light promotion, featuring B & C Plumbing. Ayes (5), Nays (0). Motion carried.

Clerks Report: Knowlton reported the Dorothy Jones property has been purchased, closing was earlier today. The Dover-Eyota School District plans to start the elementary school renovation project April 6. The construction permitting process has not been completed yet. Motion was made by Nelson and seconded by Schuchard to allow the School to begin the demolition portion of the project on April 6, regardless of the permitting process status. Ayes (5), Nays (0). Motion carried.

REGULAR AGENDA ITEMS:

2015 Street and Utility Improvement Project: WHKS & Co. Engineer Daren Sikkink reviewed the project and discussed a few minor details. Council consensus: if property owners agree, remove the sidewalk on the north side of Second Street SE between Center Avenue and South Avenue due to its deterioration. The project construction will be done in phases; however the existing blacktop will all be ground at one time and left in place as a driving surface until excavators arrive. Driveway aprons will be concrete and will extend five feet into the boulevard unless it makes more sense to connect to an existing concrete driveway expansion joint at a different measurement. Unfortunately three of the new handicap pedestrian ramps installed last year with the Safe Routes to School Project

will need to be removed and replaced in order to have access to replace the water mains. Today's construction cost estimates are still equal to the \$2,228,000 quoted in the Feasibility Study. Bid opening is scheduled to be April 21.

Motion was made by Nelson and seconded by Schuchard to approve the 2015 Street and Utility Improvement project plans and specifications and authorize the City Clerk to advertise for bids, opening will be April 21, 2:00 p.m. at City Hall; via RESOLUTION #2015-15 RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS. Ayes (5), Nays (0). Motion carried. See "Exhibit 6.A"

Board of Appeal and Equalization: Motion was made by Holst and seconded by Schuchard to call a special meeting on April 20, 2015 from 5:00 to 5:30 p.m. for the Council to meet as the Board of Appeal and Equalization. Ayes (5), Nays (0). Motion carried.

2015 Summer Rec Director's Wages and Policy: It was previously recommended the Summer Rec Director receive a wage increase in 2015; suggested increase \$750. Motion was made by Nelson and seconded by Schuchard to approve a \$750 salary increase for the Summer Rec Director. Discussion: Cornell and Clark were both concerned this was too large an increase; a ten percent increase would be more acceptable. Nelson voted in favor. Clark, Cornell, Holst and Schuchard voted nay. Ayes (1), Nays (4). Motion failed.

Motion was made by Holst and seconded by Cornell to approve a \$300, ten percent raise for 2015 to the Summer Rec Director. Discussion: yearend employee performance review is needed; reviews will give a basis for future wage increases. Ayes (5), Nays (0). Motion carried.

Personnel policy for temporary summer employees was discussed. The full Council terminates employees, but supervisors could have the authority to suspend employment. Council requested Knowlton get a couple policy examples and create a policy rough draft to present to the Council.

2015 Farmers Market Manager: After advertising the position, one application was received. Motion was made by Nelson and seconded by Holst to approve hiring Iris Neumann as the 2015 Farmers Market Manager. Ayes (5), Nays (0). Motion carried.

Accounts Payable: Motion was made by Nelson and seconded by Cornell to approve the accounts payable in the amount of \$95,728.39, including the addition of \$36,818.00 to Arbor Gardens out of the enterprise fund for previously approved expenditures. Ayes (5), Nays (0). Motion carried. See "Exhibit 6.E"

Any Other Business:

Second Street Jones Property: Council authorized Brad Boice to discuss with Tom Eckdahl (Chester Woods Park representative) cover crop planting options for this property.

Winter Parking Ordinance: Council requested Knowlton to get winter parking ordinances from area cities (Eyota's size) to compare and have available to review and consider changes to the current Eyota ordinance in respect to parking changes due to the 2015 Street and Utility Improvement project.

Adjourn: Motion made by Cornell and seconded by Nelson to adjourn the meeting.
Ayes (5), Nays (0). Motion carried. The meeting was declared adjourned at 8:15 p.m.



Tyrel Clark
Mayor



Marlis Knowlton
Clerk/Treasurer