

CITY OF EYOTA
CITY COUNCIL MINUTES
JULY 9, 2015

Members Present: Tyrel Clark, Ray Schuchard and Tony Nelson

Members Absent: Bryan Cornell. Kurt Holst was absent at roll call but arrived later, 7:43 pm

Staff Present: Tom Aleshire and Jerry Pike, Fire Department; Tom Cummings, Auditor and Marlis Knowlton, Clerk/Treasurer

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

Approve Agenda: Motion was made by Schuchard and seconded by Nelson to approve the agenda with the addition of 7.B Other Business, personnel Brad Boice and before 6.G Accounts Payable, a pay request for the street project. Ayes (3), Nays (0). Motion carried.

Consent Agenda: Motion was made by Nelson and seconded by Schuchard to approve the consent agenda item 4.A as presented. Ayes (3), Nays (0). Motion carried.

4.A. Minutes of the June 25, 2015 regular Council meeting

REPORTS:

Fire Department: The Relief Association Board of Directors met, but quorum was not met for the Fire Department Member meeting. Jerry Pike, Assistant Chief did report at the County Chiefs' meeting it was unanimously decided not to purchase new mobile computer terminals that aid in mapping and communications without using a radio, due to the high cost.

Smoke Detectors: Red Cross has free smoke detectors available; contact a Firefighter or City Hall if interested.

Equipment Purchase: Two bids for connections needed for the recently donated large volume hoses were submitted: Fire Safety U.S.A. \$2,039.95 and Ultimate Safety Concepts, Inc. \$2,023.50. The Fire Safety quote includes a hydrant bag, \$89.95. Motion was made by Nelson and seconded by Schuchard to authorize purchase of the equipment from Fire Safety U.S.A., \$2,039.95; to be paid from the donated funds received designated to the Fire Department. Ayes (3), Nays (0). Motion carried.

Volunteer Fire Department Relief Association Annual Benefit Pension Calculation:

The current pension benefit amount paid to retiring firefighters is \$1,450; the Relief Association is recommending and requesting the benefit is raised \$50 to total \$1,500. This is approximately a three percent increase and the Associations intention is to try to maintain the surplus at \$30,000.

Motion was made by Clark and seconded by Schuchard to approve raising the pension benefit amount \$50 to \$1,500. Clark and Schuchard voted in favor. Nelson, being a firefighter, abstained. Ayes (2), Nays (0), Abstain (1). Motion carried.

Park Board: There was no quorum for the July 8 meeting, the meeting was cancelled, no report.

REGULAR AGENDA ITEMS:

Annual #410 Reserve Fund Transfers: Motion was made by Nelson and seconded by Schuchard to approve the transfers to and from the #410 Reserve Fund as presented. Ayes (3), Nays (0). Motion carried. See "Exhibit 6.A"

2014 Financial Audit: City Auditor, Tom Cummings presented and reviewed the 2014 audit to the Council. All funds are financially strong and the budget process is working well. Water and Sewer fund cash reserves continue to dwindle; rate increases will be required soon. Minor accounting entry adjustments were made.

Motion was made by Nelson and seconded by Schuchard to approve and accept the 2014 Audit as presented. Ayes (3), Nays (0). Motion carried.

*** Kurt Holst arrived 7:43 p.m.

Street Sign Request: Citizen requested a 'slow children at play' caution sign be installed at the entrance of Canyon Lane NW. Motion was made by Nelson and seconded by Clark to authorize the caution sign be installed on Canyon Lane NW. Discussion: Schuchard questioned the cost and was concerned that the City has previously denied requests for these signs. Nelson commented the Council will consider all requests. Holst reiterated the problem is the speed of the traffic; there is a daycare and now a hearing impaired child. Ayes (4), Nays (0). Motion carried.

EDA Revolving Loan Funds Pledge: On June 25, 2015 the Economic Development Authority (EDA) moved to recommend the City Council approve to pledge revolving loan funds in the amount of \$25,000 to applicant Brett Lincoln for a proposed brewery and tap room operation. \$10,000 from the City Revolving loan fund #221 and \$15,000 from the Eyota Investment Fund #222. This is based on stipulations that the applicant qualifies to borrow with a commercial lending institution, and secures a lease or site for a building in the City of Eyota. The funds are to be set aside for the Lincoln project until December 31, 2016. Setting aside loan funds aides the applicant with his ability to obtain an approval for permanent financing, and the required match for a Value Added Producers Grant application.

Motion was made by Nelson and seconded by Schuchard to approve the EDA's recommendation to pledge revolving loan funds of \$25,000 to Brett Lincoln: \$10,000 from Revolving Loan Fund and \$15,000 from the Eyota Investment Fund; based on stipulations set by the EDA and only until December 31, 2016. Ayes (4), Nays (0). Motion carried.

Eyota Days Committee Request for Volleyball Nets: The Eyota Days Committee would like to see new volleyball nets installed for the Eyota Days tournament. Two nets are \$382.64. The Committee is offering to pay for one net and requesting the City pay for the second net, \$191.32.

Motion was made by Nelson and seconded by Holst to approve purchasing the volleyball nets and the City will pay for one. Ayes (4), Nays (0). Motion carried.

Motion was made by Nelson and seconded by Holst to move RESOLUTION #2015-24 RESOLUTION EXPRESSING ACCEPTANCE OF, APPRECIATION FOR AND DESIGNATION OF DONATION RECEIVED; a volleyball net donation, valued at \$191.32 and designated to the Park Board to be used in West Side Park from the Eyota Days Committee. Ayes (4), Nays (0). Motion carried. See "Exhibit 6.F"

2015 Street and Utility Improvements Pay Request #1: Motion was made by Nelson and seconded by Holst to approve the 2015 Street and Utility Improvements Project Pay Request #1, \$240,278.66 to Elcor Construction. Clark, Nelson and Holst voted in favor. Schuchard abstained; his wife is an employee of Elcor. Ayes (3), Nays (0), Abstained (1). Motion carried. See "Exhibit 6.G.A"

Accounts Payable: Motion was made by Nelson and seconded by Holst to approve the accounts payable with the addition of \$240,278.66 to Elcor Construction for total payables in the amount of \$354,153.70 as presented. Ayes (4), Nays (0). Motion carried. See "Exhibit 6.G.B"

Clerk's Report: Knowlton reminded the Council of upcoming meetings: Journey to Growth Quarterly and Southeastern Minnesota League of Municipalities.

118 Washington Avenue SE Trees: Property owner inquired if the City would replace the trees he had planted if they need to be removed due to the street and utility project. After investigating it was found the spruce trees were planted in the boulevard without a permit. Spruce trees are not allowed in a boulevard per Tree Ordinance #136. Council instructed Knowlton to write a letter to the property owner and suggest the trees be moved back into his yard, at his expense; or the City will remove them.

10 Second Street SE Boulevard Tree: There is a mature walnut tree in the boulevard that has already damaged the sidewalk. Walnut trees are not allowed in a boulevard per the new Tree Ordinance #136. Engineers estimate it would cost at least \$1,000 to have the street and utility construction crew remove the tree. Motion was made by Nelson and seconded by Schuchard to get an estimate and if it is under \$1,000 remove the tree; take the money out of the tree budget. Ayes (4), Nays (0). Motion carried.

Any Other Business:

Eyota Days Citizen of the Year: The Council reviewed the Eyota Days Citizen of the Year and unanimously agreed. The Citizen of the Year will be announced on Friday night at the Eyota Days celebration.

Personnel Brad Boice: Brad Boice, Eyota's Public Works Supervisor was offered a job with the City of Chatfield. After a lengthy discussion, the Council agreed Boice is an asset to the City and his knowledge and expertise is extremely important at this point with Scott Schmidt only being employed a year and the major construction project going on now and two more scheduled.

The personnel committee recommended matching Chatfield's wage offer in order to keep Boice here in Eyota. Pay Equity requirements were investigated and Boice can earn hourly more than Knowlton, as long as Knowlton has the opportunity to earn more based on established salary ranges.

Motion was made by Schuchard and seconded by Nelson to offer Boice a \$2.59 hourly raise, effective August 1, 2015; and the Pay Equity points and ranges should be reviewed. Discussion: more deliberation, questioned if the Chatfield position is exempt, and the City needs Boice's experience at this time. Ayes (4), Nays (0). Motion carried.

Adjourn: Motion was made by Nelson and seconded by Schuchard to adjourn the meeting. Ayes (4), Nays (0). Motion carried. The meeting was declared adjourned at 8:33 p.m.



Tyrel Clark
Mayor



Marliss Knowlton
Clerk/Treasurer