

City of Stewart Council Meeting Minutes

February 10, 2025

7:00 pm Call to Order the Regular Council Meeting

Pledge of Allegiance

Roll call; Mayor: Jason Peirce - here
Council Member: Carol Altrichter - here
Council Member: James Eitel - here
Council Member: Wes Holtz – here
Council Member: Daniel Broucek – here

Approval of Minutes;

-Council member Eitel is asking about the rate for the special assessments
-Mayor Peirce stated that the council agreed on 4% over 15 years
-Even though the loans haven't been finalized, the interest rates need to be locked in
Motion to approve January 13, 2025 minutes, Altrichter/Broucek, all in favor, motion carries

Consent of Agenda;

Motion to approve agenda, Eitel/Holtz, all in favor, motion carries

Approval of Balance Sheet;

-Council Member Altrichter has requested a copy of the capital expenditure fund balances
Motion to approve Balance Sheet, Altrichter/Broucek, all in favor, motion carries

Approval of Statement of Revenue and Expenditures;

Motion to approve Statement of Revenue and Expenditures, Eitel/Broucek, all in favor, motion carries

Approval of Payments (Claims);

Motion to approve payments, Broucek/Eitel, all in favor, motion carries

Approval of Utility Billing Information;

Motion to approve Utility Billing Information, Holtz/Altrichter, all in favor, motion carries

Approval of Bank Reconciliation;

Motion to approve Bank Reconciliation, Eitel/Holtz, all in favor, motion carries

Emergency Services Report

1. Fire Department

-For drill they will walk through Midwest Machinery
-Chief Cox has not seen the actual report, but he has heard they improved on their numbers for the ISO audit

a. Resolution 2025-19 Training for Fire Dept Personnel

-Currently 5 members want to attend

Motion to approve Resolution 2025-19, Altrichter/Eitel, all in favor, Broucek-yea, Eitel-yea, Holtz-yea, Altrichter-yea, Peirce – yea, motion carries

b. Resolution 2025-22 Purchase of Replacement and Safety Related Tools

-These are all things that ISO is looking for them to have

City of Stewart Council Meeting Minutes

February 10, 2025

Motion to approve Resolution 2025-22 to approve items 1-10,
Altrichter/Eitel, all in favor, Broucek-yea, Eitel-yea, Holtz-yea, Altrichter-yea,
Peirce – yea, motion carries

Motion to approve Fire Department Report, Eitel/Holtz, all in favor, motion
carries

2. EMR Department

- 5 medical runs

- They have an upcoming refresher training course

- They want to get all Fire and EMR members CPR and AED trained

- There will be one new member to the training, unless an additional fire will join

Motion to approve EMR Department Report, Altrichter/Broucek, all in favor,
motion carries

Petitions, requests, and communications

1. Bolton & Menk Update

a. Resolution 2025-07 Accepting Bid for 2024-2026 Infrastructure Project

- Mayor Peirce stated that R&R has agreed to honor their original bid prices

- Matt Miller stated that if we do award, we will have to submit a change order right away to update the PFA's federal wage rates since we are in a new year since the bids were opened

Motion to approve Resolution 2025-07 to accept R&R's bid, Altrichter/Holtz, all in favor, Broucek-yea, Eitel-yea, Holtz-yea, Altrichter-yea, Peirce – yea, motion carries

b. Resolution 2025-18 Compliance with Reimbursement Bond Regulations

Motion to approve Resolution 2025-18, Eitel/Broucek, all in favor, Broucek-yea, Eitel-yea, Holtz-yea, Altrichter-yea, Peirce – yea, motion carries

c. Finalize and Submit Railroad Permit

Motion to approve the Pipeline crossing for the railroad, Holtz/Altrichter, all in favor, Broucek-yea, Eitel-yea, Holtz-yea, Altrichter-yea, Peirce – yea, motion carries

- Matt Miller stated that the galvanized lead pipes need to be replaced and there is funding available from the State. We have to apply through the PFA – it is 100% grant essentially after all the paperwork is completed

- Funding is open right now and we don't know how long that money is going to be there

- The mains affected are from the shutoff to the house

Motion to approve hiring Bolton & Menk to proceed with the applications for replacing galvanized lead pipes, Eitel/Broucek, all in favor, motion carries

2. Possible Office Closure February 25th-28th

- Laura will be out of State February 24th-28th

City of Stewart Council Meeting Minutes

February 10, 2025

-Taylor's daughter needs to have her tonsil removed and the closest date is February 25th. She will need to stay home with her daughter the remainder of the week

-There are no objections from the council to the office closure

3. Selling of Land – next steps

a. Terry Rikke Amendment Letter

-Laura let the council know that the current farmer leases \$3,375 a year for the 22.5 acres of land

-The council needs to decide what they want to possibly do with the land

-The council will set a special meeting to discuss economic development

-They may bring in some outside sources to help advise

4. 101 Development Resources Bill Breakdown

5. Increase in Xcel Energy Rates

6. Value Adjustments for 2025- proposed changes for 2025 assessment year

7. Credit Card expenditure breakdown

8. Special Assessment Lawsuits

-Motion for approval to actively seek special counsel due to a conflict of interest, Holtz/Broucek, all in favor, motion carries

-Motion to hold special meeting this Friday, February 14th, 2025 at 330pm with a backup meeting to be next Tuesday, February 18, 2025 at 5pm, Altrichter/Eitel, all in favor, motion carries

9. RS Fiber

-Council Member Altrichter stated that the cities were not allowing RS Fiber to sell to HBC since the cities should have been considered a debt

-The cities have given permission to RS Fiber to now extended out to the townships with just air, not ground – they will look into that

-10 cities will pay the attorney fees based on population

-Every city, including townships, will contribute \$200 to pay attorney fees going forward

-RS Fiber has admitted they do owe the cities and that they plan to pay everyone back, it will just take longer than planned

10. IGA building

-After a property owner is delinquent for 5 years on their taxes, the county takes over on the condemned property

-Juan Menchaca is 3.5 years behind in property taxes

-Mayor Peirce stated that the property owner said he had no plans of paying the taxes

Ordinances and Resolutions;

1. Resolution 2025-16 Acceptance of Donations from St. Paul's Lutheran Church

Motion to approve Resolution 2025-16, Altrichter/Eitel, all in favor, Broucek-yea, Eitel-yea, Holtz-yea, Altrichter-yea, Peirce – yea, motion carries

2. Resolution 2025-20 Acceptance of Donation from the Sondergaards

Motion to approve Resolution 2025-20, Broucek/Eitel, all in favor, Broucek-yea, Eitel-yea, Holtz-yea, Altrichter-yea, Peirce – yea, motion carries

City of Stewart Council Meeting Minutes

February 10, 2025

Reports of Officers, Boards and Committees;

1. Police Department Report –

Motion to approve Police Department Report, Altrichter/Holtz, all in favor, motion carries

2. Public Works Reports

A. Maintenance Report

a. Supervisor Expectations

b. Tree Inspector Education

-It is \$50 for the online course

-There is a recertification course

Motion to approve Maintenance Report, Holtz/Broucek, all in favor, motion carries

B. Water/Waste Water Report

-Mayor Peirce asked for a Resolution to be made for the replacement because it is so expensive

a. Water Quality Excursion Tracking Letter

b. HAA5 and THM Test Letter and Results

c. Optimal Corrosion Control Treatment Recommendation

-Mike had a specialist come out to help him resolve the issues with these test results – the organics in the water are getting dissolved by chlorine and the sediment is being left over in the water

-The specialist will help with the issue going forward and will put together a contract for payment to help get ahead of the issue

d. MVTL Price Increase for testing

e. Resolution 2025-17 Attendance of Electrical Skills Training

Motion to approve Resolution 2025-17 by allowing only Mike Hansen to attend, Altrichter/Eitel, all in favor, Broucek-yea, Eitel-yea, Holtz-yea, Altrichter-yea, Peirce – yea, motion carries

f. Resolution 2025-21 Attendance of Utility Solutions Expo

-Neptune 360 training

-Mike stated that he wants Taylor to go because it is very helpful/informative for the computer portion of it

Motion to approve Resolution 2025-21, Eitel/Holtz, all in favor, Broucek-yea, Eitel-yea, Holtz-yea, Altrichter-yea, Peirce – yea, motion carries

Motion to approve Water/Waste Water Report, Eitel/Holtz, all in favor, motion carries

Building & Planning & Zoning Permits

Approved Building Permits;

City of Stewart Council Meeting Minutes

February 10, 2025

Unfinished business;

Employee Review,

Taylor Hesse, one year

-Taylor has chosen to leave the meeting open

The council has graded Taylor a 35.16 which lands between Meets and Exceeds Expectations

Motion to approve a step increase for Taylor at 3% paid back to her anniversary date, Altrichter/Eitel, all in favor, motion carries

Next Month: Nate Annual Review

Miscellaneous;

ADJOURN

Motion to Adjourn at 9:03pm, Eitel/Holtz, all in favor, motion carries

By:

Jason Peirce – Mayor

ATTESTS:

By:_____

Laura Ranieri, City Clerk - Treasurer