

# City of Stewart Council Minutes

July 14, 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 from June 9<sup>th</sup> and June 25<sup>th</sup>;

Motion to approve minutes from June 9<sup>th</sup> and June 25<sup>th</sup>, Eitel/Holtz, all in favor, motion carries

Consent of Agenda;

-Adding Resolution 2025-62 to Ordinances and Resolutions

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

Approval of Balance Sheet;

Motion to approve Balance Sheet, Holtz/Broucek, all in favor, motion carries

Approval of Statement of Revenue and Expenditures;

Motion to approve Statement of Revenues and Expenditures, Altrichter/Holtz, all in favor, motion carries

Approval of Payroll;

Motion to approve Payroll reports, Altrichter/Holtz, all in favor, motion carries

Approval of Payments (Claims);

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

Approval of Utility Billing Information;

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

Approval of Bank Reconciliation;

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

## Emergency Services Report

### 1. Fire Department

#### a. 2026 Fire Budget

-Stewart AA is requesting the use of FD meeting room as well as the community hall – they want to meet every Thursday, all year round

-Community Hall isn't available every Thursday

-AA will use community room on available Thursdays from 8pm-9pm, and if not available, they will use the Fire Barn

-Chief Cox would like to hire a company again to take care of the SAMS work

-Township budget meeting August 26<sup>th</sup> at 6:30pm

-Chief Cox will be leaving the Fire Department in the beginning of September

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- Building fund went up to accommodate updates to the building, along with replacing garage door openers

- The current total for the budget is \$92,350.

- Capital outlay, buildings, and general liability insurance will not be shared amongst the townships for cost

- Total to be shared with the City and the Townships are \$68,350

- Councilmember Holtz wants to see the budget cut down a bit

- Councilmember Broucek is requesting a list of things the Fire Department would like to get done to have support for the budget as it is

- Councilmember Holtz is requesting Nate inspect the building and see what are the priorities to get done in the Fire Barn for maintenance work

Motion to present the 2026 Fire Department budget as is, Altrichter/Holtz, all in favor, motion carries

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

## 2. EMR Department

### a. 2026 EMR Budget

- They are projected to have a continued increase in calls requiring an increase in the wage budget

- Captain Maiers is requesting funds for a new rescue truck – the townships pay half of vehicle purchases for Fire/EMR

- All Fire and EMR vehicles were placed under 'Fire-truck' for the capital fund

Motion to present 2026 EMR Budget minus the capital investment fund,

Altrichter/Broucek, all in favor, motion carries

### b. Request to seek donations

- Captain David Maiers is requesting permission to reach out to local businesses for donations

Motion to allow David Maiers or designated individual to seek donations as outline in his email, Altrichter/Holtz, all in favor, motion carries

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

## Petitions, requests, and communications

### 1. Infrastructure project update

- a. Work should be done tomorrow on County Rd 7- all that should be left is pressure testing

- b. R&R is planning to start the reclamation of the asphalt (turning it to gravel) on all the streets

- c. After that, the utility work will start on the Martha and North segments

- d. Grating crews will follow immediately after that to get things put back together

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- e. PFA Update – Bolton & Menk and the Clerk have been working with Kathe Barrrett to get things moving with the PFA funds
  - i. Should be ready for our first dispersing of funds from PFA in September
- f. The Clerk will get updates from the Water/Wastewater Superintendent about the project for her to post on the City website
- 2. Community Solar Program bill change notification
- 3. Stewart AA request to use community hall Thursday evenings at no charge
- 4. RS Fiber Cabinet -located next to former funeral home
  - a. The land next to the funeral home is not going to be for sale to protect the cables under the ground
- 5. Asset Disposal
- 6. Discuss Change to Sick Policy – Cashing out
  - a. The council has agreed to allow sick time to be cashed out in 20 hour increments once employee has surpassed 100 hours
    - i. Once an employee reaches 120 hours, they can cash out 20 hours
- 7. Updated Fee Schedule Format
- 8. New Assessor from County
- 9. EDA Contribution Request – Southwest Initiative Foundation
  - a. The Clerk will look into the donation request to determine how much is being requested
- 10. MMUA Delegate Appointment
  - a. Mayor Peirce has suggested listed the delegates in the order of the Roll Call for Council meetings
- 11. Parcel 200501320 and 200501310 – next to Red Owl
  - a. The Clerk will look into the total deferred assessments on these properties and the council will decide what they would like to sell it for

## **Ordinances and Resolutions;**

Resolution 2025-58: Approval to Raise Right-of-Way Permit Fees

Motion to approve Resolution 2025-58, Holtz/Broucek, all in favor, Broucek-yea, Eitel-yea, Holtz-yea, Altrichter-yea, Peirce- yeah, motion carries

Resolution 2025-59: Acceptance of Quote for Construction Materials Testing

- This testing is reimbursable with PFA funds
- These tests ensure the contractors materials are actually up to standard
- Mayor Peirce is questioning why this wasn't presented until after the project started
- Matt Miller said these were included in the constructions costs when assessments were calculated

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Motion to approve Resolution 2025-59, Altrichter/Eitel, all in favor, Broucek-yea, Eitel-yea, Holtz-yea, Altrichter-yea, Peirce- yeah, motion carries

Resolution 2025-60: Administration of MN Wetland Conservation Act

Motion to approve Resolution 2025-60, Broucek/Altrichter, all in favor, Broucek-yea, Eitel-yea, Holtz-yea, Altrichter-yea, Peirce- yeah, motion carries

Resolution 2025-61 Authorization to Purchase Flowers

Motion to approve Resolution 2025-61, Holtz/Eitel, all in favor, Broucek-yea, Eitel-yea, Holtz-yea, Altrichter-yea, Peirce- yeah, motion carries

Resolution 2025-62 Lawful Gambling

Motion to approve Resolution 2025-62 for St. Boniface Church to have a Lawful Gambling event, Eitel/Broucek, all in favor, Broucek-yea, Eitel-yea, Holtz-yea, Altrichter-yea, Peirce-yeah, motion carries

## **Reports of Officers, Boards and Committees;**

### **1. Police Department Report –**

Motion to approve Police Department Reports for May and June, Altrichter/Holtz, all in favor, motion carries

### **2. Police Contract Update Information**

- a. Councilmember Holtz recommends looking for other options
- b. The Clerk will reach out to the City of Brownton to revisit the option of working with Brownton's Police

### **3. Public Works Reports**

#### **A. Maintenance Report**

-Nate did lots of mowing

-There has been a complaint from a resident about the balls at the field flying into the concession stand

-They are not satisfied with any solution the city comes up with

-Since the City owns the shed, the Council has decided to task Nate to figure out a solution to keep the workers in the concession safe from the balls hitting them

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

#### **B. Water/Waste Water Report**

a. Mike has been doing a lot of work keeping things flowing for the street project

b. He is still waiting on approval from MDH to get the ammonia to take care of the THMs in the water

Motion to approve Water/Waste Water Report, Altrichter/Broucek, all in favor, motion carries

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## Building & Planning & Zoning Permits

Approved Building Permits;

Unfinished business;

Employee Review:

Miscellaneous;

ADJOURN

Motion to Adjourn at 9:12pm, Altrichter/Holtz, all in favor, motion carries

By:

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Jason Peirce – Mayor

ATTESTS:

By:\_\_\_\_\_

Laura Ranieri, City Clerk - Treasurer