

City of Stewart Council Minutes

August 11, 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 July 14th;

Motion to approve minutes from July 14th, 2025, Eitel/Holtz, all in favor, motion carries

Consent of Agenda;

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

Approval of Balance Sheet;

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

Approval of Statement of Revenues and Expenditures;

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

Approval of Payroll;

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

Approval of Payments (Claims);

Motion to approve Payments, Altrichter/Eitel, all in favor, motion carries

Approval of Utility Billing Information;

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

Approval of Bank Reconciliation;

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

Emergency Services Report

1. Fire Department

a. Letter of Resignation – Josh Cox

Motion to accept letter of resignation for Josh Cox, Altrichter/Eitel, all in favor, motion carries

b. Resolution 2025-70 Approval to Take in Donation

Motion to approve Resolution 2025-70 to accept donation from CorTrust Bank for the Fire Department, Eitel/Altrichter, all in favor, motion carries

c. Resolution 2025-71 Redistribute donation to Relief Association

Motion to approve Resolution 2025-71 to redistribute the CorTrust donation to the Fire Relief Association, Holtz/Broucek, all in favor, motion carries

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

2. EMR Department

a. There are several items the EMR department is looking to purchase

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- b.** Some of them are replacements and do not require council approval
Motion to approve EMR Department Report, Holtz/Broucek, all in favor, motion carries

Petitions, requests, and communications

1. Infrastructure project update
 - a. Watermain looping has been completed on County Rd 7 and Croyden
 - b. Reclaim started on the streets last week, turning the pavement into gravel
 - c. Partial Payment Approval
Motion to approve the Partial Payment to R&R for \$321,716.16, Altrichter/Holtz, all in favor, motion carries
 - d. The 21 properties that have unidentified pipes still need to reach out and have them checked for lead – Laura will catch them when they pay their water bill and ask them to speak with Mike
 - e. Resolution 2025-67 PFA GO Sewer Revenue Note 2025C
Motion to approve Resolution 2025-67 Accepting the PFA GO Sewer Revenue Note 2025C, Holtz/Altrichter, all in favor, Broucek-yea, Eitel-yea, Holtz-yea, Altrichter-yea, Peirce-yea, motion carries
 - f. Resolution 2025-68 PFG GO Water Revenue Note 2025B
Motion to approve Resolution 2025-68 Accepting the PFA GO Water Revenue Note 2025B, Altrichter/Eitel, all in favor, Broucek-yea, Eitel-yea, Holtz-yea, Altrichter-yea, Peirce-yea, motion carries
2. Deferred Special Assessments- 2 lots next to Red Owl
 - a. Parcel 200501320: \$1,203.68
 - b. Parcel 200501310: \$4,591.63
 - The City also paid to take down the buildings and clean the properties up in addition to the special assessments for the road work
 - The Clerk will reach out to Curt Wangen and see if he is interested in purchasing these lots at the cost of the Special Assessments to buy the lot
 - Motion to put both Parcels up for sale for the cost of the deferred assessments, Holtz/Eitel, all in favor, Broucek-yea, Eitel-yea, Holtz-yea, Altrichter-yea, Peirce-yea, motion carries
 - The Council decided not to hire a realtor, but instead post it directly on the land
3. Small Cities Assistance Fund Allocation: \$4,953.00
 - a. The Clerk will put together a Resolution
4. Xcel Energy – Public Hearing at September meeting
Motion to call for a Public Hearing on a Conditional Use Permit – Zoning/Reclassifying property for Xcel Energy to be held at the Regular September 8th meeting, Altrichter/Holtz, all in favor, motion carries
5. Audit Update
 - The draft of the audit has been sent over and will be submitted once approved by the Clerk and the Mayor
6. Budget Discussion
 - The council will come to next month's meeting prepared to discuss the budget

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7. The Clerk will contact the county to see if there is a fee for the first year with the county assessor, and what it will be going forward

Ordinances and Resolutions;

Resolution 2025-63 Change to Sick Policy

Motion to approve Resolution 2025-63 to Change the Sick Policy, Eitel/Holtz, all in favor, Broucek-yea, Eitel-yea, Holtz-yea, Altrichter -yea, Peirce-yea, motion carries

Resolution 2025-64 Cactus Jacks Annual Liquor License

Motion to approve Resolution 2025-64 for Cactus Jack's Annual Liquor License, Altrichter/Broucek, all in favor, Broucek-yea, Eitel-yea, Holtz-yea, Altrichter -yea, Peirce-yea, motion carries

Resolution 2025-65 Cactus Jacks Special Event Liquor License

Motion to approve Resolution 2025-65 for Saturday and Sunday of StewartFest, Eitel/Holtz, all in favor, Broucek-yea, Eitel-yea, Holtz-yea, Altrichter -yea, Peirce-yea, motion carries

Resolution 2025-69 Lawful Gambling – American Legion

Motion to approve Resolution 2025-69 to Approve the Lawful Gambling Application for the American Legion, Altrichter/Broucek, all in favor, Broucek-yea, Eitel-yea, Holtz-yea, Altrichter -yea, Peirce-yea, motion carries

Reports of Officers, Boards and Committees;

1. Police Department Report –

Motion to approve Police Department Report for July, Eitel/Altrichter, all in favor, motion carries

2. Sheriff Contract- can be terminated upon 60 days of written notice
3. Brownton Police update

4. Public Works Reports

A. Maintenance Report

B. List of Fire Hall Repairs submitted by Nate after requested by Council

C. There is a 5-10% cost savings if Replay is done on Streets this year and not billed until January- it was previously cut on certain streets because of budget constraints

D. Employees are allowed to determine if grass needs to be mowed and post the property

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

- E. Water/Waste Water Report

a. The water tower can no longer get done this year because of the company is behind on schedule, and their available dates conflict with the street project

b. Mike asked if the council would like to start paying this year or wait until work begins

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- c. Mayor Peirce suggested waiting until service is rendered, even if that means paying double next year
- F. Public Notice – THMs
 - a. Ammonia is needed to balance out the THMs
 - b. The state has given the verbal approval, but they need a signed approval to get it done, which has been held up
- G. Resolution 2025-66 Water Testing Fee Increase
 - Motion to approve Resolution 2025-66 to increase the water testing fee, Holtz/Altrichter, all in favor, Broucek-yea, Eitel-yea, Holtz-yea, Altrichter -yea, Peirce-yea, motion carries
 - Motion to approve Water/Waste Water Report, Eitel/Broucek, all in favor, motion carries

Building & Planning & Zoning Permits

Approved Building Permits;

Unfinished business;

Employee Review:

Miscellaneous;

ADJOURN

Motion to Adjourn at 8:23pm, Altrichter/Eitel, all in favor, motion carries

By:

Jason Peirce – Mayor

ATTESTS:

By: _____

Laura Ranieri, City Clerk - Treasurer