

# City of Stewart Council Minnesota

July 8th, 2024

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: Thomas Moon – here  
                    Council Member: Daniel Broucek - here

Approval of Minutes;

Motion to approve the June 2024 minutes, Altrichter/Eitel, all in favor, motion carries

Consent of Agenda;

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

Approval of Balance Sheet;

Motion to approve the balance sheet, Altrichter/Moon, all in favor, motion carries

Motion to approve 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, Altrichter/Moon, all in favor, motion carries

Approval of Utility Billing Information, Altrichter/Moon, all in favor, motion carries

Approval of Bank Reconciliation;

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

## **Petitions, requests, and communications**

Girl Scouts

-The Girl Scouts have been told that the land they were given to use for a butterfly garden is actually not public property, but belongs to the Red Owl

-The owner of the Red Owl has taken over their land and his friend is digging up things they planted and also took their bench and put it inside the Red Owl

-Mayor Peirce let her know that the land where their garden is belongs to the city and not the Red Owl

-The council gave permission for the Girl Scouts to build that garden, so there should be no one taking over the property for their own use

-Council member James Eitel said that this property has been up for rezoning

-The Girl Scouts preference is to continue to use the area they were given permission to use

-The Girl Scouts would like to build a community garden and donate the harvested produce

-There are 25 active Girl Scouts and multiple parents involved who are willing to take care of the garden

-The Girl Scouts bench was taken and put in the Red Owl, and Jerry will work with Laura to compose a letter to get the bench back

-They will present next month on the progress of their garden

Motion to approve the Girl Scouts putting in a community garden off of North Street, Moon/Altrichter, all in favor, motion carries

# **City of Stewart Council Minnesota**

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## **Bolton & Menk – Update on Infrastructure Project**

- David Palm let everyone know that we accepted bids on July 2, 2024
- The engineer's estimate was \$5.2 million and the lowest bid was 27% lower than the estimate
- David sent the information to the PFA and is waiting to hear back on what funding is available for the project
- Until we know what the funding package is, we will have to hold off on having a hearing for assessments
- R&R Excavating asked if they are allowed to accept bids even if it is passed the 60-day mark. David let them know that they can accept it still.

## **Stewart Lions -- 10% Fee**

- The lions is asking that the City waves the 10% fee for a benefit they just had as well as another benefit coming up next week

Motion to approve waving the 10% fee for the two benefits, Altrichter/Eitel, all in favor, motion carries

## **Feed the Children request for water hookup – 270 South Street**

- Council member Jim Eitel is asking where the water will go that they are using since they are not asking to hook up sewer as well
- He suggested we have them clean up the property first before we have them hook up water
- Mike will look into whether they need a collection system in order to have the water hooked up
- Mayor Peirce is asking Mike to reach out to the requester and ask for more information, as we do not currently have enough to make this decision

## **Ordinances and Resolutions;**

Resolution 2024- 56 Torte Liability Insurance Coverage;

Motion to approve Resolution 2024-56 to waive the Torte Liability coverage, Eitel/Altrichter, all in favor, Broucek-yea, Eitel-yea, Moon-yeah, Altrichter-yea, Peirce-yea, motion carries

Resolution 2024- 57 WC Insurance;

-In the past, we have not had coverage for volunteers  
Motion to approve Resolution 2024-57 with regular premium options without coverage for volunteers, Moon/Eitel, all in favor, Broucek-yea, Eitel-yea, Moon-yeah, Altrichter-yea, Peirce-yea, motion carries

Resolution 2024- 58 Appointment of 2024 Election Judges;

Motion to approve Resolution 2024-58 (with possible wage correction), Moon/Broucek, all in favor, Broucek-yea, Eitel-withheld, Moon-yea, Altrichter-yea, Peirce-yea, motion carries

Resolution 2024- 60 Employee Leave Policy Change

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-Council member Altrichter is questioning if we have the available funds to pay this out especially after paying so much money out this year in wages to outside help

-Mayor Peirce stated that we have money available in other funds that we are able to transfer the funds needed

Motion to approve Resolution 2024-60, Eitel/Broucek, Broucek-yea, Eitel-yea, Moon-yeah, Altrichter-yea, Peirce-yea, motion carries

Resolution 2024- 61 Public Hearing for Infrastructure Project

Tabled for now

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

### **1. Police Department Report –**

Motion to approve Police Dept Report, Altrichter/Moon, all in favor, motion carries

## **Agreement to provide Law Enforcement Services**

### **2. Emergency Services Report**

#### **A. Fire Department**

-Laura will check with the auditor if they need to get 3 bids for the lighting they buy with the donation money

Resolution 2024-63 Hiring new Fire Department member

Motion to approve Resolution 2024-63, Altrichter/Moon, all in favor, Broucek-yea, Eitel-yea, Moon-yeah, Altrichter-yea, Peirce-yea, motion carries

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

#### **B. EMR Department**

-All the cities around us have Allina for training, so Jessica suggests that we also do Allina for training instead of Ridgewater to be in alignment with the other cities

-It cost \$3500 to go with Allina which is \$500 more than Ridgewater, but their training is much higher quality

-The contract with Ridgewater is up in 2026, but Jessica is going to check what the consequences would be for breaking our contract

-If they do not do the training through Allina, then EMR misses out on retirement through Cooper Sams

Resolution 2024-64 Hire new EMR member

Motion to approve Resolution 2024-64, Eitel/Altrichter, all in favor, Broucek-yea, Eitel-yea, Moon-yeah, Altrichter-yea, Peirce-yea, motion carries

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

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

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

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-Nate contacted the new athletic director to see if they wanted to contribute to the backstop, they have not reached back out yet

-It will cost \$1300 to put up mesh, on the baseball field, and take it down each year, the mesh is \$200

-Nate contacted contractors for street sealing – Bergen recommended doing Mill Street at the bare minimum

-Mayor Peirce asked Nate to bring a resolution next month about street sealing

-Nate took down one of the trees on the street project route that was on the boulevard adjacent to Delvin Bethke's property because it was blocking views while driving and would have impeded street project work

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

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

-If we raise the water up a quarter of a cent for extra usage gallons and raise up the base rate fee to \$17 instead of \$16.50, it will cover repairs on the water tower

-Mayor Peirce is asking that the proposal get put into a resolution for next month's meeting

Resolution 2024-54 Water Tower Service Contract

Motion to approve Resolution 2024-54, Altrichter/Moon, all in favor, Broucek-yea, Eitel-yea, Moon-yeah, Altrichter-yea, Peirce-yea, motion carries

Resolution 2024-62 Approval to Attend Expo

-The expo counts toward their continued education credits

Motion to approve Resolution 2024-62, Moon/Broucek, all in favor, Broucek-yea, Eitel-yea, Moon-yeah, Altrichter-yea, Peirce-yea, motion carries

Motion to approve Deborah to use community hall during bike race on July 27<sup>th</sup>, Altrichter/Moon, all in favor, motion carries

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

### **Building & Planning & Zoning Permits**

Approved Building Permits;

Curt Wangen – 805 Powers Street

Resolution 2024-59 Novel Wiechman Solar LLC

-Allowing a conditional use permit, once the Solar farm is done with their use, the land will go back to agriculture

Motion to approve Resolution 2024-59, Eitel/Broucek, all in favor, Broucek-yea, Eitel-yea, Moon-yeah, Altrichter-no, Peirce-yea, motion carries

Unfinished business;

**City of Stewart Council Minnesota**

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Employee Review,

Miscellaneous;

ADJOURN

Motion to Adjourn, Moon/Eitel, all in favor, motion carries

By:

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Jason Peirce – Mayor

ATTESTS:

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

Laura Ranieri, City Clerk - Treasurer