

City of Stewart Council Minutes

August 12, 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 minutes, Altrichter/Eitel, all in favor, motion carries

Consent of Agenda;

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

Approval of Balance Sheet;

Motion to approve Balance Sheet, Altrichter/Broucek, all in favor, motions carries

Approval of Statement of Revenue and Expenditures;

Motion to approve Statement of Revenue and Expenditures, Moon/Altrichter, all in favor, motion carries

Approval of Payments (Claims);

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

Petitions, requests, and communications

Girl Scouts

-The Girl Scouts are moving their butterfly garden from their current property to the new land the city is lending to them

-The community garden can have spots rented out to different residents to grow what they would like

Motion to approve the use of the 2 lots on North Street to the Girl Scouts, Altrichter/Moon, all in favor, motion carries

Small Cities Development Grant

-We are behind schedule on going for these grants

-Laura will look into grant writing learning to be able to pick something like this up next time around

-Will table it until there is interest shown from the community

West Central Sanitation contract

-The current contract is ending this year

-There haven't been any changes to the previous contract except for the Consumer Price Increases

-Mayor Peirce is asking about bringing dumpsters into town for town clean-up days

City of Stewart Council Minutes

August 12, 2024

-WCS can provide electronics clean-up and dumpsters as well
-The city can decide on a nominal fee to charge the residents which will help pay the bill to West Central Sanitation
Motion to approve West Central Sanitation contract, Eitel/Altrichter, all in favor, Broucek -yeah, Eitel- yeah, Moon -yeah, Altrichter- yeah, Peirce -yeah, motion carries

2025 Budget Suggestions

-We need to come up with the Tax Levy increase by September 30th
-We will need to make decisions by next month
-Council member Broucek said that he thinks it is a good start
-Council member Altrichter would like to go over this at another time, so we will set a date for a meeting to discuss the budget in early September

Bolton & Menk – 2024-2026 Infrastructure Project

-We can start the project, but we will be required to cover funding until grant money possible comes in
-The city is not in a position to be able to fund the project
-If we get the results for funding in the next couple of weeks on funding, we will set a special meeting

Ordinances and Resolutions;

Resolution 2024-67 Cactus Jacks Special Event Liquor License

Motion to approve Resolution 2024-67, Altrichter/Eitel, all in favor, Broucek -yeah, Eitel- yeah, Moon -yeah, Altrichter- yeah, Peirce -yeah, motion carries

Resolution 2024-68 Cactus Jacks Special Event Liquor License

Motion to approve Resolution 2024-68, Eitel/Broucek, all in favor, Broucek -yeah, Eitel- yeah, Moon -yeah, Altrichter- yeah, Peirce -yeah, motion carries

Resolution 2024-71 Clerk's Academy

Motion to approve Resolution 2024-71, Eitel/Moon, all in favor, Broucek -yeah, Eitel- yeah, Moon -yeah, Altrichter- yeah, Peirce -yeah, motion carries

Reports of Officers, Boards and Committees;

1. Police Department Report –

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

Agreement to provide Law Enforcement Services

2. Emergency Services Report

A. Fire Department

Township meeting is scheduled for Tuesday, August 20th

2025 Budget

-Council member Altrichter asked why the clothing allowance was so much higher
-Fire Chief Cox stated that to keep up with the 2 turnouts a year, it needed to be increased to \$7,000

Motion to approve the 2025 Budget for Fire Department, Moon/Broucek, all in favor, motion carries

City of Stewart Council Minutes

August 12, 2024

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

B. EMR Department

-We do not have a contract with Ridgewater

-Allina is going to send a contract template for review before signing anything

-Those contract expectations are reflected in the budget

-Buffalo Lake, Hector, and Stewart are going to cross-train on each other's equipment to be able to help each other in times of need

2025 Budget

Motion to approve 2025 EMR Budget, Altrichter/Moon, all in favor, motion carries

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

3. Public Works Reports

A. Maintenance Report

B. Resolution 2024-50: Resolution for Maintenance/Repair of City Streets

Motion to approve Resolution 2024-50 with Borgen Inc, Altrichter/Moon, all in favor,

Broucek -yeah, Eitel- yeah, Moon -yeah, Altrichter- yeah, Peirce -yeah, motion carries

C. Water/Waste Water Report

Resolution 2024-66 Raising of Water Rates

-The extra money is going to fixing the water tower and also making up where we are short in our water fund

Motion to approve Resolution 2024-66, Eitel/Altrichter, all in favor, Broucek -yeah,

Eitel- yeah, Moon -yeah, Altrichter- yeah, Peirce -yeah, motion carries

Resolution 2024-69 Approval to apply for Grant

-This grant requires a 50% match

-Mike Hansen said they are giving out a lot of money for generators for water plants

Motion to approve Resolution 2024-69, Altrichter/Moon, all in favor, Broucek -yeah,

Eitel- yeah, Moon -yeah, Altrichter- yeah, Peirce -yeah, motion carries

Resolution 2024-70 Approval to apply for Grant

-This one does not require a match

-Can put this toward a generator also

-Could use the money for an RZP valve put on the fire hose which prevents backflow when it is hooked up to a truck

Motion to approve Resolution 2024-70, Eitel/Broucek, all in favor, Broucek -yeah, Eitel-

yeah, Moon -yeah, Altrichter- yeah, Peirce -yeah, motion carries

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

Building & Planning & Zoning Permits

Approved Building Permits;

Curt Wangen – 805 Powers Street

-A formality to have proper paperwork signed after last month's approval

Motion to approve the conditional use permit, Altrichter/Moon, all in favor, motion carries

City of Stewart Council Minutes

August 12, 2024

Unfinished business;

-Council member Altrichter asked about blight and questioned the progress of the IGA building

-Laura mailed a letter today letting him know a building inspector would be assessing the property at the end of August.

Employee Review,

Miscellaneous;

ADJOURN

Motion to Adjourn at 8:38, Altrichter/Eitel, all in favor, motion carries

By:

Jason Peirce – Mayor

ATTESTS:

By:_____

Laura Ranieri, City Clerk - Treasurer