

**City of Stewart Council Meeting Minutes**  
**June 14, 2021**

7:00 pm Call to Order the Regular Council Meeting

Pledge of Allegiance

Roll call; Mayor: Jason Peirce  
Council Member: Kevin Klucas  
Council Member: Curt Glaeser  
Council Member: Carol Altrichter  
Council Member: James Eitel

Approval of Minutes;

Motion to Approve May 10, 2021 Minutes; Eitel/Glaeser

Consent of Agenda;

Motion to Approve Consent of Agenda; Altrichter/Glaeser

Approval of Treasurer Report and Balance Sheet;

Motion to Approve Treasurer Report and Balance Sheet noting some balances are not matching; Altrichter/Klucas

Approval of Statement of Revenue and Expenditures;

Motion to Approve Statement of Revenue and Expenditures; Glaeser/Altrichter

Approval of Claims;

Motion to Approve Claims; Glaeser/Eitel

Approval of Utility Billing Information;

Motion to Utility Billing Information; Klucas to research Governors Order for disconnects; Glaeser/Eitel

Approval of Bank Reconciliations – General Fund, Rehab and Pop

Motion to Approve Bank Reconciliations;Klucas/Altrichter

**Petitions, requests and communications**

Oath of Office – Paul Hacker

Tabled to July Meeting-Paul was unable to attend June’s meeting

David Wegscheid – Discussion on Donation of a sculpture

David informed the board of the information regarding a sculpture he would like to donate to the City and asked if the City would be willing to accept the donation. The Council informed David that they’d have to check into the liability and discuss the donation at a Special Meeting set for June 23, 2021.

McLeod For Tomorrow

The Council informed the public of availability on McLeod for Tomorrow committee.

MNSPECT Contract

Mayor Peirce discussed complaints regarding the inspection process. Tracy Reihman with MNSPECT was present for questions and concerns.

## **City of Stewart Council Meeting Minutes June 14, 2021**

### Vendor Comparison

The Clerk presented the cost difference between vendors regarding out paper towels, soap, toilet paper supplies.

### American Rescue Plan Coronavirus State and Local Fiscal Recovery Funds

The Clerk informed the Council of the preliminary status of the ARP Funds with more detail to be presented at the June 23 Special Meeting. The Clerk is to check for a deadline date to apply for these funds.

### High Island Creek Watershed District Rule and Regulations

The Council was presented with the changes to the High Island Creek Watershed District Rules and Regulations.

### Conditions regarding Commercial Buildings.

Discussion was had regarding the Commercial Blight. The blight committee will review the cities blight and report at the Special Meeting on June 23.

### Stewart Lions

Orville Trenton presented the Lions proposal for placement of the Disc Golf baskets. Shane Kruse presented the statistics of the growing interest in Disc Golf. Jamie Rosenow informed the council of his thoughts regarding the Disc Golf.

Motion to install 5 holes for Disc Golf; Glaeser/Eitel, all in favor, motion carried

### Notice of Office Hour Change

Motion to change Office Hours to 8:00am – 4:30pm; Altrichter/Glaeser, all in favor, motion carried

Robbie Sheets questioned the Application for Variance and the Board of Adjustment regarding the shrubs he planted in the boulevard. Mayor Peirce is to research the requirements regarding the Board of Adjustment and respond to Mr. Sheets by June 25<sup>th</sup>.

### **Ordinances and Resolutions;**

Resolution No. 2021-32 Statutory Tort Limit

Motion to Approve Resolution No. 2021-32; Klucas/Glaeser, all in favor, motion carried

Members polled, Peirce-yea, Altrichter-yea, Eitel-yea, Klucas-yea, Glaeser-yea

Resolution No 2021-36 Resolution to Approve A Request to Accept A Donation From The Stewart Lions

Motion to Approve Resolution No. 2021-36 ;Eitel/Glaeser all in favor, motion carried

Members polled, Peirce-yea, Altrichter-yea, Eitel-yea, Klucas-yea, Glaeser-yea

Resolution No 2021-38 Resolution to Approve Request of Donation from The Stewart Lions for the purchase of Welcome Signs

Motion to Approve Resolution No. 2021-38; Glaeser/Eitel; all in favor, motion carried

Members polled, Peirce-yea, Altrichter-yea, Eitel-yea, Klucas-yea, Glaeser-yea

**City of Stewart Council Meeting Minutes**  
**June 14, 2021**

Resolution No. 2021-40-Resolution Granting Permission for Cactus Jacks II to Use the Softball Park on October 2, and 3, 2021

Motion to Approve Resolution 2021-40;Glaeser/Altrichter, all in favor, motion carried  
Members polled, Peirce-yea, Altrichter-yea, Eitel-yea, Klucas-yea, Glaeser-yea

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

1. Police Department Report

Motion to Approve Police Department Report;Altrichter/Eitel, all in favor, motion carried

2. Emergency Services Report

A. Fire Department

Motion to Approve Fire Department Report;Altrichter/Glaeser

Resolution No 2021-34 – Resolution to Approve Donation -Brownton Polar Bears Snowmobile Club

Motion to Approve Resolution No. 2021-34; Altrichter/Klucas, all in favor, motion carried

Members polled, Peirce-yea, Altrichter-yea, Eitel-yea, Klucas-yea, Glaeser-yea

Resolution No 2021-35 – Resolution to Approve Donation – Wiechman

Motion to Approve Resolution No. 2021-35; Glaeser/Klucas, all in favor, motion carried.

Members polled, Peirce-yea, Altrichter-yea, Eitel-yea, Klucas-yea, Glaeser-yea

Resolution No 2021-39 – Resolution to Approve the Employment of a Fireman that have serviced their One Year Probation Period Successfully

Motion to Approve Resolution No. 2021-39;Klucas/Glaeser, 4 in favor, one opposed, motion carried.

Members polled, Peirce-yea, Altrichter-ney, Eitel-yea, Klucas-yea, Glaeser-yea

Resolution No. 2021-41 – Resolution to Approve Hiring 2 New Fireman & EMR

Motion to Approve Resolution 2021-41; Altrichter/Glaeser, all in favor, motion carried.

Members polled, Peirce-yea, Altrichter-yea, Eitel-yea, Klucas-yea, Glaeser-yea

B. EMR Department

Motion to Approve EMR Report; Altrichter/Glaeser, all in favor, motion carried

Resolution No 2021-37 Resolution to Approve Resignation of Adam Stegeman  
Tabled until July 12 meeting

C. EMS Report

Motion to Approve EMS Report; Altrichter/Glaeser, all in favor, motion carried

Motion to Approve future Legion use of fire barn for Memorial Day celebrations;  
Klucas/Altrichter, all in favor, motion carried.

## City of Stewart Council Meeting Minutes

June 14, 2021

### 3. Maintenance - Water/Waste Water Report

Motion to Approve Maintenance-Water/Wastewater Report; Eitel/Glaeser, all in favor, motion carried

MDH Report of Drinking Water

Resolution No 2021-33 – Approval of Seal Coat Bid

Motion to Approve Resolution No. 2021-33; Klucas/Glaeser, all in favor, motion carried.

Members polled, Peirce-yea, Altrichter-yea, Eitel-yea, Klucas-yea, Glaeser-yea

Resolution No. 2021-42 – Resolution Approving Plans and Specifications and Ordering Advertisement for Bids

Matthew Miller presented Council with a project schedule update

Motion to Approve Resolution No. 2021-42; Altrichter/Glaeser, all in favor, motion carried.

Members polled, Peirce-yea, Altrichter-yea, Eitel-yea, Klucas-yea, Glaeser-yea

Unfinished business;

Employee Review; Michael Hansen 1 year

Michael Hansen received meets expectations/highly satisfactory review.

Motion to Approve Wage increase retro back to June 1; Klucas/Altrichter, all in favor, motion carried.

Miscellaneous; and

Set a date for a Special Meeting

A Special meeting date has been set for June 23, 2021 @ 6pm.

ADJOURN

Motion to adjourn; Eitel/Glaeser, all in favor, motion carried

---

Robin Johnson – City Clerk/Treasurer

Attest:

---

Mayor – Jason Peirce