

**City of Stewart Council Meeting Minutes**  
**July 12, 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;

Approval of Special Meeting Minutes;

Motion to Approve June 14, 2021 Minutes & June 23, 2021 Special Meeting Minutes; Klucas/Glaeser, all in favor, motion carried

Consent of Agenda;

Resolution No. 2021-51 Acceptance of Resignation Sue Mueller-Moved to Ordinances and Resolutions

Paul Hacker-Stormwater Fee-Moved to Petitions Requests and communications

Motion to approve Consent of Agenda; Eitel/Glaeser, all in favor, motion carried

MNSPECT Contract

Approval of Treasurer Report and Balance Sheet;

It was noted that the Debt Service accounts are misstated due to training on Tap apportionments.

Motion to Approve Treasurer Report and Balance Sheet; Glaeser/Altrichter, all in favor, motion carried

Approval of Statement of Revenue and Expenditures;

Motion to Approve Statement of Revenue and Expenditures; Altrichter/Glaeser, all in favor, motion carried

Approval of Claims;

Motion to Approve Claims; Klucas/Eitel, all in favor, motion carried

Approval of Utility Billing Information;

Motion to Approve Utility Billing Information; Altrichter/Glaeser, all in favor, motion carried

Approval of Bank Reconciliations – General Fund, Rehab and Pop

Motion to Approve Bank Reconciliations; Glaeser/Klucas, all In favor, motion carried

**Petitions, requests and communications**

Oath of Office – Paul Hacker

Paul was sworn in to office of Planning and Zoning

Request to Cancel Invoice 2019-33 – Annette Hiles

A request to cancel Invoice 2019-33 – for Annette Hiles was presented to the council.

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The Council stated that the invoice was for half of the fee for Arbitration. The contractor responsible for the other half has already paid his invoice therefore Ms Hiles is responsible for her invoice.

Motion to Deny request; Klucas/Eitel; all in favor, motion carried

Information regarding Tax Forfeited Land

The council was presented with information as to the dos' and don'ts' of placing 3 tax forfeited parcels back on the tax rolls. They can retain ownership of these parcels to be used for public use or they can deed these parcels back to the county with an assessment for the investment that the city has into these parcels.

The council has tabled this until next month to determine the value of the investment to be certified as an assessment.

Paul Hacker – Stormwater Fee

Mr. Hacker expressed his concern with how the Stormwater fee was determined indicating there appears to be a miscalculation. The council addressed the issue and informed Mr Hacker that this will be reviewed and will inform him of the resolution.

Curt Glaeser - MNSPECT Contract

Council member Glaeser requested to enact the 90 Day out clause in regards to the MNSPECT Contract, Discussion was had regarding verbal complaints received from the public. There have not been any written complaints received by city staff. Mayor Peirce stated that he had a personal involvement. MNSPECT was not present at this meeting. Council member Eitel and Council member Glaeser stated that the final inspections on their projects were not completed. Neither indicated they had called for the final inspection. Council members Altrichter, Klucas and Mayor Peirce stated that it would be fair to allow MNSPECT time to respond to the concerns presented at the June council meeting.

Motion to Approve "90 Day Out Clause"; Glaeser/Eitel, voting 3-2, motion carries.

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

### **Ordinances and Resolutions;**

Resolution No. 2021-46 – Approval of Increase of Cemetery Fee

The cemetery fee is increased by \$100.00 from \$200.00 to \$300.00 per single lot

Motion to Approve Resolution No. 2021-46; Altrichter/Eitel, all in favor, motion carried

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

Resolution No. 2021-49 – Acceptance of Bid for the Sanitary Sewer Discharge Project

The low Bidder was Juul Contracting Company with a bid of \$69,520.00

Motion to Approve Resolution No. 2021-49 – Altrichter/Glaeser, all in favor, motion carried

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

Resolution No. 2021-50 – Approval of Purchase of Tablet

Resolution No. 2021-50 was tabled to gather more information regarding the cost of internet.

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Resolution No. 2021-51 – Acceptance of Resignation Sue Mueller

City Clerk to post for the position for 2 weeks

Motion to Approve Resolution No. 2021-51; Klucas/Altrichter, all in favor, motion carried

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

Motion to Approve rehire of Barbara Eitel at a Grade 2 Step 3, Klucas/Altrichter, all in favor, motion carried

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

### Reports of Officers, Boards and Committees;

1. Police Department Report

There was no Police Report as of meeting night

2. Emergency Services Report

A. Fire Department

Motion to Approve Fire Department Report; Eitel/Glaeser, all in favor, motion carried.

Resolution No. 2021-48 – Approval of Partial Street Closure for National Night Out

Motion to Approve Resolution No. 2021-48; Glaeser/Altrichter, 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; Glaeser/Eitel, all in favor, motion carried

Resolution No. 2021-47 – Approval of Donation from McLeod County Public Health

Motion to Approve Resolution No. 2021-47, Altrichter/Glaeser, all in favor, motion carried.

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

Resolution No. 2021-37 – Resolution to Approve Resignation of Adam Stegman

Motion to Approve Resolution No. 2021-37; Eitel/Altrichter, all in favor, motion carried.

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

3. Maintenance - Water/Waste Water Report

Motion to Approve Maintenance – Water/Waste Water Report; Glaeser/Eitel, all in favor, motion carried.

Resolution No. 2021-45 – Approval of Request for Vacation Payout.

Motion to Approve Resolution No. 2021-45; Klucas/Glaeser, all in faovr, motion carried

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

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Unfinished business;  
Employee Review;  
Miscellaneous; and

Set a date for a Special Meeting

Fire/Twp Budget meeting scheduled for August 11, 2021 at 6:00 PM.

Motion to approve Fire/Twp meeting; Glaeser/Eitel, all in favor motion carried.

ADJOURN

Motion to adjourn; Glaeser/Eitel, all in favor, meeting adjourned.

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Robin Johnson – City Clerk/Treasurer

Attest:

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Mayor – Jason Peirce