

City of Stewart Council Meeting Minutes

January 10, 2022

7:00 pm Call to Order the Regular Council Meeting

Pledge of Allegiance

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

Approval of Minutes;

12.08.21 Special Meeting

12.13.21 Regular Meeting

12.22.21 Special Meeting

Motion to Approve Meeting Minutes; Klucas/Glaeser, all in favor, motion carried

Consent of Agenda;

Motion to Approve Consent of Agenda; Altrichter/Eitel, all in favor, motion carried

Approval of Treasurer Report and Balance Sheet;

Treasurers Report and Balance Sheet are incomplete,

The Clerk was instructed to invoice West Central Sanitation for the billing fee for 2020.

Motion to Table until February meeting; Klucas/Altrichter, all in favor, motion carried

Approval of Statement of Revenue and Expenditures;

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

Approval of Claims;

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

Approval of Utility Billing Information;

City Clerk instructed to restart the disconnection of past due accounts.

Motion to Approve Utility Billing Information; Klucas/Eitel, all in favor, motion carried

Approval of Bank Reconciliations – General Fund, Rehab and Pop

General Fund Bank Reconciliation has not been completed.

Motion to Table until February meeting; Altrichter/Glaeser, all in favor, motion carried

Petitions, requests and communications

Xcel Energy – Update of Fees

WQ Submittal MN0053210: I&I Plan

Per Mike and Mayor Peirce, MMS will be completing promptly

Fire Relief Association – 2020 Reporting

Per Chief Nelson, The reports should be complete by the end of January 11, 2022

McLeod County Environmental Services

Ordinances and Resolutions;

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Resolution No. 2022-01-Appointment of Officers

The clerk is to correct the spelling of Mike Hansen's name.

Mayor Peirce informed the council that at the recommendation of the City Attorney councilmember Klucas would not be appointed to a committee or as a department liaison.

Motion to Approve Resolution No. 2022-01; Glaeser/Eitel, all in favor, motion carried.

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

Resolution No. 2022-02-Approval of Signature Powers

This resolution is revoked as there is no change to the signature powers

Resolution No. 2022-03-Approve Renewal of Contract with USI Consulting INC

Motion to approve Resolution No. 2022-03; Glaeser/Klucas, all in favor, motion carried

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

Resolution No. 2022-05 LSS Contract for Rental of City Hall

Motion to approve Resolution No. 2022-05; Altrichter/Glaeser, all in favor, motion carried

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

Resolution No. 2022-06 Building and Rental Inspection Contract

Motion to Approve Resolution No. 2022-06; 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; Eitel/Glaeser, all in favor, motion carried

2. Emergency Services Report

A. Fire Department

Chief Nelson requested review of the Alcohol policy – Councilmember Altrichter will check with The League of Minnesota Cities if it is possible to change it from 8 hours after a drink to 4 hours.

Chief Nelson stated that the majority of calls in 2021 were between 3 PM and 10 PM.

The busiest months were July, September and October with the busiest days being Friday – Monday.

Motion to approve; Altrichter/Eitel; all in favor, motion carried

B. EMR Department –

Motion to approve EMR Department Report; Altrichter/Glaeser, all in favor, motion carried.

Resolution No. 2022-07 – Approve to New EMR Hire

Motion to approve Resolution No. 2022-07; Klucas/Eitel, all in favor, motion carried.

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

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Resolution No. 2022-08 – Approve EMR Training

Motion to Approve Resolution No. 2022-08; Glaeser/Altrichter, all in favor,
motion carried

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

3. Maintenance - Water/Waste Water Report

The Maintenance cell phone was questioned again, The Water/Wastewater Superintendent traded the maintenance cell phone in on a new personal phone. Discussion was had regarding reimbursement of the cost of the cell phone traded in. It was explained that a phone of same make and model in better condition was turned in to the Clerk's Office.

Resolution No. 2020-04-Approval of Truck and Snowplow Purchase

Motion to Approve Resolution No. 2022-04; Glaeser/Eitel, all in favor, motion
carried

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

Resolution No. 2022-10-Approval to Void Reimbursement

Motion to Approve Resolution No. 2022-10; Glaeser/Eitel, all in favor, motion
carried.

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

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

MMS Report

Unfinished business;

Employee Review; Robin Johnson – 2 Year

Robin received a slightly less than meets expectations review.

Miscellaneous; and

Set a date for a Special Meeting

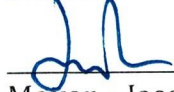
ADJOURN

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



Robin Johnson – City Clerk/Treasurer

Attest:



Mayor – Jason Peirce