

City of Stewart Council Meeting Minutes February 14, 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; 12.22.21 Revised, 01.10.22 Minutes

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

Consent of Agenda;

Discussion of Hiring Maintenance Supervisor

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

Approval of Treasurer Report and Balance Sheet; Tabled for March Meeting

Approval of Statement of Revenue and Expenditures; Tabled for March Meeting

Approval of Claims;

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

Approval of Utility Billing Information;

Utility Software Concerns

Billings have been going out with consumption readings higher than what the meter is reading. The Deputy Clerk is to match the meter reading report to each individual bill before mailing. Any discrepancies should be entered on a spreadsheet and presented to the council.

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

Approval of Bank Reconciliations – General Fund, Rehab and Pop

Motion to Approve Dec and January bank reconciliations; Glaeser/Altrichter, all in favor, motion carried

Petitions, requests and communications

Council member Eitel questioned the maintenance picking up pop vs the distributor delivering. City Clerk to present cost of delivery to council at March meeting.

Donna Ulrich – Water Concerns – There is an additional written complaint Ulrich's questioned the smell and taste of their water along with Randy Kalenberg and Robbie Sheets. Mike is to have MRUA come in and check it as all of the state reports indicate the testing is normal.

Question on making Bond payments without presentation to the council

The City Clerk is make the bond payments and enter them on the claims.

City of Stewart Council Meeting Minutes

February 14, 2022

Notice of Legal Structure Change

Update to the Cold Weather Rule

On call pay for part time employee

If a part time employee fills in for the maintenance department for being on call, they will receive 1 hour at their current part time pay at time and a half.

McLeod County Environmental Services

Teri Osterman E-mail

Adam Martin E-mail

Election Update Summary

RS Fiber-Rate Adjustments

Ordinances and Resolutions;

2022-12 Approval to Accept Hiles Settlement

Motion to Approve Acceptance of Hiles Settlement Payment; Glaeser/Eitel, all in faor, motion carried

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

2022-13 Approval of NeoShip Service Agreement

Resolution No. 2022-13 is withdrawn as the city currently does not ship packages from the office.

2022-22 Approve BLHS After Prom Donation

Motion to Approve Resolution No. 2022-22; Glaeser/Eitel, 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 Report; Glaeser/Altrichter, all in favor, motion carried

2. Emergency Services Report

A. Fire Department

Fire Dept requested permission to send up to 10 Firefighter/EMR to State Fire School April 2nd & 3rd. Cost of the classes will be reimbursed by MBFTE
Permission granted.

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

Relief Assoc Email

MN DOR has State Aid status as Delayed

Resolution No. 2022-16-Approval of Attendance Policy

Motion to Approve Resolution No. 2022-16; Glaeser/Altrichter, all in favor, motion carried

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

City of Stewart Council Meeting Minutes
February 14, 2022

B. EMR Department

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

Resolution No. 2022-09 – Adoption of the McLeod County All Hazzard Mitigation Plan.

Motion to Approve Resolution No. 2022-09; Glaeser/Altrichter, all in favor, motion carried

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

Resolution No. 2022-14 – Approval of Donation From Navara

Motion to Approve Resolution No. 2022-14; Altrichter/Glaeser, all in favor, motion carried.

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

Resolution No. 2022-15-Approval of Fire School Training

Motion to Approve Resolution No. 2022-15; Glaeser/Eitel, all in favor, motion carried

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

Resolution No. 2022-17- Approval to attend Hennepin Health Care Conference

Motion to Approve Resolution No. 2022-17; Altrichter/Eitel, 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 Water/Wastewater Report; Eitel/Glaeser, all in favor, motion carried

MMS Report

MVTL Pricing Change

MPCA Compliance Evaluation Inspection Report

MN DNR Permitting & Reporting System-Water Use Report

Resolution No. 2022-18 – Approve MRWA 38th Annual Technical Conference

Motion to Approve Resolution No. 2022-18; Glaeser/Eitel, all in favor, motion carried

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

Resolution No. 2022-19 – Approval of Partnership with MNDOT

Motion to Deny Resolution No. 2022-19; Glaeser/Eitel, all in favor, motion carried

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

Resolution No. 2022-20 – Approval of Stewartfest Donation

Motion to Approve Resolution NO. 2022-20; Glaeser/Altrichter, all in favor, motion carried

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

Resolution No. 2022-21 – Approve Maguire Iron Service Contract

Resolution No. 2022-21 is tabled until the March Meeting

City of Stewart Council Meeting Minutes
February 14, 2022

Discussion was had regarding a full time Maintenance Supervisor.

The position will be offered to Nathan Hardel at a grade 8 Step 2. There will be no increase after obtaining his first license but will be for the second license.
All in favor of this offer.

Unfinished business;

Employee Review;

Miscellaneous; and

Set a date for a Special Meeting

ADJOURN

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



Robin Johnson - City Clerk/Treasurer

Attest:



Mayor - Jason Peirce