

City of Stewart Council Meeting Minutes
June 13, 2022

7:00 pm Call to Order the Regular Council Meeting

Pledge of Allegiance

Roll call; Mayor: Jason Peirce - Here

Council Member: Kevin Klucas - Here

Council Member: Curt Glaeser - Here

Council Member: Carol Altrichter - Here

Council Member: James Eitel - Here

Approval of Minutes;

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

Consent of Agenda;

IRS – Update to mileage rate – Petitions Requests and Communications

LMC-Increase in dues – Petitions Requests and Communications

Greg Maiers – Letter of Response from MNSPECT- Petitions Requests and Communications

David Wendorff – Request for additional pet – Petitions Requests and Communications

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

Approval of Treasurer Report and Balance Sheet;

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

Approval of Statement of Revenue and Expenditures;

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

Approval of Claims;

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

Approval of Utility Billing Information;

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

Approval of Bank Reconciliations – General Fund, Rehab and Pop

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

Petitions, requests and communications

Audit update

The Audit is on track, there are no requests for extensions expected.

BCA audit update

There is a phone request scheduled for June 14th to complete this audit

Can Garbage be deleted in the system?

Motion to delete Garbage from the system; Altrichter/Klucas, all in favor, motion carried

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Elizabeth Maiers & Kathy Klover – Permanent Tree Placement & Electricity
Community Christmas Tree committee to work with Mike, Nate and Excel Energy to get quotes on cost of project.

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

Kathy Klover – Disc Golf Tournament

Kathy and Orville Trettin request 4 additional holes for disc golf, Kathy and Orville to get quotes for additional hole installation.

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

CentralSquare – Online Payments – Service Agreement

Tabled until July meeting to request information from Buffalo Lake-Hector regarding their online services.

MNDOT – District 8 Utility Meeting

Council was made aware of upcoming meeting if they would like to attend

West Central Sanitation – Rate Increase

The council was informed of a 3% increase in rates per the contract

MN State Demographic Center

The council was informed of the estimate of the city's demographics.

Pool fill reduction in charges

Jason Carter granted reductions on pool fills due to rust in the water. It was decided that going forward there will be a fuel charge of .625 per mile added to the pool fill fees.

McLeod County Environmental Services

This letter was to inform the public of a meeting for a property in Penn Township requesting a conditional use permit.

Shannon Carrigan – Utility Bill

Mr. Carrigan stated he placed \$110.00 cash utility payment in the drop box at 6:30 am on May 30, 2022. The clerk's office does not show receiving this payment. There will be a sign posted on the drop box stating No Cash payments in the drop box.

Motion to consider this a loss; Klucas/Glaeser, all in favor, motion carried

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

SEH – Water Testing Report

John from Short Elliot Hendrickson presented the results of the Water Pilot Study.

The City will need to wait for the Dept. of Health before replacing the media. John indicated this could take until the 1st of the year to complete.

IRS – Update to mileage rate

The IRS has increased the mileage rate from .585 cents per mile to .625

LMC-Increase in dues

Preliminary maximum dues to increase by 3.5%

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Greg Maiers – Letter of Response from MNSPECT

Scott Qualle responded to the city's request to complete the final inspection of Greg Maiers detached garage. Scott indicated that the permits issued by the city are neither MNSPECT's or 101 Developments permits but rather the cities. Therefore, indicating that the city would need to compensate 101 Development for the completion of Maier's Final inspection.

David Wendorff – Request for additional pet – Petitions Requests and Communications

The city received a letter from David Wendorff requesting permission to have 4 pets. Ordinance allows for 3 with additional pets requiring council approval. The council grants the request with a letter being sent informing Mr. Wendorff that a one time \$20.00 fee plus licensing of the pet is required. The letter will also state that in the event any of the current pets leave the residence they will not be allowed to replace them.

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

The Clerk was instructed to create a resolution to extend the rental ordinance from a 2 year inspection to a 3 year inspection date and present it at the July meeting.

The Clerk is to publish the burning ordinance on the website to inform people of the ordinance as there has been instances that the sheriff's dept has cited people for illegal burning.

Ordinances and Resolutions;

Resolution No. 2022-48 – Approve Torte Liability Insurance

Motion to Approve Resolution No. 2022-48; Glaeser/Altrichter; all in favor, motion carried.

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

Resolution No. 2022-49 – Approve Workers Comp Insurance

Motion to Approve Resolution No. 2022-49; Altrichter/Glaeser, all in favor, motion carried

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

Resolution No. 2022-50 – Approve Appointment of Election Judges

Motion to Approve Resolution No. 2022-50; Glaeser/Altrichter, all in favor, motion carried.

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

Resolution No. 2022-51 – Approve Pay Increase for Election Judges

Motion to Approve Resolution No. 2022-51; Klucas/Altrichter, all in favor, motion carried

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

Resolution No. 2022-54 – Approve Liquor License Application

Motion to Approve Resolution No. 2022-54; Altrichter/Eitel, all in favor, motion carried

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

Resolution No. 2022-55 – Approve Hire of Janitorial Position

Motion to Approve Resolution No. 2022-55; 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;

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

2. Emergency Services Report

- A. Fire Department

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

- Resolution No. 2022-53 – Approve Purchase of LED Light Bars

- Motion to Approve Resolution No. 2022-53; 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 Dept Report; Altrichter/Glaeser, all in favor, motion carried

3. Maintenance - Water/Waste Water Report

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

MMS Report

MDH Final Report

Late Discharge Notification

Clarke Service Report

Resolution No. 2022-52 – Approve Vacation Carry Over or Payout

Motion to Approve Vacation Payout; Altrichter

Motion dies for no second

Mike to carryover Vacation hours to be used July 6-8

Motion to Approve Resolution No. 2022-52; Glaeser/Eitel, all in favor, motion carried

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

Nate requested to install Air Conditioning in his office,

Motion to Approve installation of AC unit; Altrichter/Glaeser, all in favor, motion Carried.

Nate presented bids regarding Welcome Signs, Tabled until July Meeting.

It was requested that Nate replace the refrigerator in the Ball Park Concession stand And to request quotes to purchase and install a backstop for the ball field. The equipment was previously purchased in 2016 but was never installed. The equipment cannot be found now.

Unfinished business;

Jason & Heather Peirce – Appeal Chapter 120.22

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Employee Review;
Miscellaneous; and

Set a date for a Special Meeting

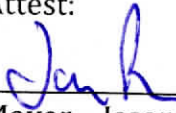
ADJOURN

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



Robin Johnson - City Clerk/Treasurer

Attest:



Mayor - Jason Peirce