

Boards of Review & Regular Meeting
April 6, 2016
7:00 p.m.

With due call and notice thereof, the April 6, 2016 Board of Review for the Stearns County portion of the City of Eden Valley was called to order by Mayor Bengtson at 7:00 p.m. in the Civic Center meeting room. Present were Mayor Bengtson, Councilors Sheets, Bradshaw and Kern and Clerk Haag. Absent: Councilor Thielen. Also present Stearns County Assessors Randy Lahr and Mitch Determan and property owners Todd Nouis and Troy Huschle. Mayor Bengtson presided.

Stearns County Assessor Randy Lahr provided a packet of information regarding the Board of Review, including an overview of the 2016 assessment, property assessment timelines, Stearns County sales ratios, and local sales comparisons to the Council. Lahr reported there were six qualified sales in the Stearns County side of the city from October 1, 2014 through September 30, 2015, which indicated a median ratio of 90%. The State prefers the median ratio of a sales ratio study should be from 90 to 105 percent, and Stearns County Assessor's goal is 95 to 100 percent. Lahr reported overall average increases for 2016 were 3 to 6% for Residential rates, 0 to 2% for Commercial and Apartments, with decreases averaging -2 to -6% for Agricultural rates.

Todd Nouis had contacted Lahr and was present to request the Council consider lowering the value of Todd & Katie Nouis's property, parcel # 50.30715.0000, which was the former "Todd's Place" property. Todd explained due to health issues he began experiencing in 2012 he had temporarily closed the boarding and care facility he and Katie had been operating and due to continuing health issues he is not able to re-open the facility and has been trying to sell the property. He has been unable to sell the property, and since it had been closed, the equipment that had been "grandfathered in" when he first purchased the property was no longer in compliance with State regulations. He estimated the cost to update kitchen equipment was \$100,000, plus \$15,000 for fire alarm system. He has lowered the advertised selling price numerous times and reported he would be willing to sell the property for \$105,000 including realtor fees, and requested the Council consider reducing the current EMV of \$143,100. Assessor Lahr reported the value had already been decreased from \$210,000 last year to the current \$143,100 value, and explained since comps are difficult to find locally he had used a similar property in New Munich which was superior with more updates. He reported he had made adjustments for that and the property value in New Munich was based at \$38.92/sq. ft. and he had adjusted the value of Nouis's property down to \$32.93/sq. ft. Discussion followed on classification, with Lahr reporting the home has 14 bedrooms, and State requirements classify any residential property with more than six bedrooms as apartment. Nouis explained he did not have any issues with the value of the property when it was in operation as a business, but with the current situation he did feel it was assessed too high and asked the Council to consider a reduction in value.

Troy Huschle was present regarding his property in Sunny Meadows Addition, Parcels 50.30752.0044 and 50.30752.0043, with values of \$165,700 and \$14,000 respectively. He reported he thought in comparison to his neighbors, his property was valued too high and provided information on the values of several neighboring properties. He also reported he was

considering an addition of an accessory building and was trying to determine the effect of the resulting market value if he combined the two parcels or if he kept them as separate parcels. He requested the Council consider reducing the \$165,700 value on his property. Assessor Lahr provided information on the net result of combining the lots and constructing an accessory building, as well as comparisons of the value of Huschle's property compared to his neighbors, reporting Huschle currently had more square footage in his home than some of his neighbors.

Mark Kern stated he knew as a member of the Board of Review any concerns on the value of his property could not be decided by the Local Board, but needed to be raised at the meeting in order to be brought to the County level for consideration. Based on that, Kern expressed concern on the current assessed value of \$163,300 for his parcel 50.30603.0000, which has increased in value \$29,000 since he had purchased it two-and-one-half years ago for \$134,400. After discussion, it was suggested Kern meet with Lahr and Determan to look at comps and review Kern's questions and he could then bring any further concerns to the County level.

As there were no further property owners with concerns the Council considered the requests made. After consideration, a motion was made by Bengtson to make no adjustment on the current value of \$143,100 for the Todd & Katie Nouis property, noting they could bring their concerns to the County level if they wished. Motion was seconded by Sheets, and carried unanimously. A motion was made by Bengtson to make no adjustment on the current value of \$165,700 for the Troy Huschle property, noting he could bring his concerns to the County level if he wished. Motion was seconded by Kern, and carried unanimously. A motion was made by Bengtson to not take action on the request for adjustment by Mark Kern on his property, but defer action to the County Adjustment Board. Motion was seconded by Sheets, and carried, with Kern abstaining from voting.

The Board of Review for the Stearns County portion of the City was closed at 8:00 p.m. by Mayor Bengtson.

8:05 P.M. Meeker County Board of Review

With due call and notice thereof, the April 6, 2016 Board of Review for the Meeker County portion of the City of Eden Valley was called to order by Mayor Bengtson at 8:05 p.m. in the Civic Center meeting room. Present were Mayor Bengtson, Councilors Sheets, Bradshaw and Kern, and Clerk Haag. Absent: Councilor Thielen. Also present Meeker County Assessor Lee Schroeder. Mayor Bengtson presided.

Assessor Lee Schroeder reported values of residential property increased by an average of 10% in the Meeker County portion of the City. Ten sales were evaluated, with results of a median sales ratio of 87%. Since the State prefers ratios of 90% to 105%, Meeker County tries to stay in the 95% range. Schroeder reported Meeker County was close to getting the "Beacon" software system for accessing property information and also reported on CRV information available on the Department of Revenue website, as well as online training opportunities for Board of Review certification.

No property owners were present with concerns and Schroeder reported he had received a few calls from property owners, but they were all resolved before the meeting, with mostly general questions asked.

The Board of Review was closed by Mayor Bengtson at 8:13 p.m.

8:15 p.m. Regular Council Meeting

With due call and notice thereof, the April 6, 2016 Regular Council Meeting of the City of Eden Valley was called to order by Mayor Bengtson at 8:15 p.m. in the Civic Center meeting room. Present were Mayor Bengtson, Councilors Sheets, Bradshaw and Kern, and Clerk Haag. Absent: Councilor Thielen. Also present Public Works Director Rademacher, Police Chief Junker, Deputy Clerk Kerzman, Jennifer Piekarski, Kurt Seestrom, and others. Mayor Bengtson presided.

The agenda was approved on a motion by Bengtson, seconded by Kern.

A motion to approve the consent agenda was made by Bengtson. Items on the consent agenda included Approve Minutes of March 9, 2016 regular meeting, Approve Donation Resolution #2016-12, Approve Renewal of Eden Valley Hawks Baseball Club 3.2 License contingent on receipt of certificate of insurance, Accept Water Board Minutes of 3/31/16 meeting. Motion to approve consent agenda was seconded by Sheets and carried unanimously.

Jennifer Piekarski, of berganKDV, was present to review the 2015 Audit Report with the Council. Piekarski explained the audit process and reviewed the four reports presented, the Cash Basis Audited Financial Statements, the full accrual Enterprise Funds Financial Statements, the Communications Letter which summarized the reports, and the Compliance Report on Government Auditing Standards and Minnesota Legal Compliance. Piekarski reported the City had attained a clean audit report. Internal control items noted, which are due to size of the city and limited staff, included the usual lack of segregation of duties and preparation of statements. The fund balance includes approximately 9 months of operating revenue. State Auditor recommends at least 6 months, and the City's fund balance policy states the city will strive to maintain a minimum of 6 months. Piekarski noted with a smaller city, you want to see a higher balance to help offset any fluctuations or unexpected items. Budget to actual numbers were reviewed with very little variance noted, and Piekarski reporting the City had done a good job there as no budget amendments had been made during the year and only fluctuations were in areas where additional funds had been received during the year and expenditures made based on that unexpected revenue. Capital Funds were reviewed, with Piekarski noting the Highway 22 Project fund shows a deficit at year end, with work still left to complete and Council discussions had been taking place regarding potential funding sources for the project. Enterprise Funds were reviewed and Piekarski suggested the Council continue to monitor cash flow needs and water and sewer rates to continue to ensure funds are available for bond payments as well as operation and maintenance expenses in these funds. She noted the Sewer Fund revenues had covered depreciation in 2015. Brookview Apartments had experienced some vacancies in 2015 and repair expenses had increased, but the unrestricted net position of the fund continues to increase which is a good sign and shows the fund is operating more effectively since refinancing. Piekarski noted appreciation for Clerk Haag's assistance throughout the audit. Councilor Sheets expressed thanks to Haag for the job she does as well.

Kurt Seestrom, of Geronimo Energy, was present to explain a program being offered to cities, hospitals, school districts, and some businesses to become subscribers to community solar energy gardens and receive a savings of one cent per kilowatt hour on their energy bills. Seestrom explained in an effort for the State of Minnesota to go more "green" the Minnesota Legislature directed Xcel Energy to create a program for community solar gardens and Geronimo Energy is working with Xcel Energy to develop gardens and seek potential subscribers to the program. He explained they are not asking the subscribers for an investment to build or maintain the gardens, but only to agree to subscribe for twenty-five years and receive a credit on their Xcel Energy electric bill based upon the production of the solar facility and their ownership share of that facility. Seestrom had obtained information from Xcel Energy on the City's current electrical usage and estimated savings of \$3358 the first year, with potential savings of \$79,100 over the 25-year contract period. Discussion followed regarding the 25-year term, dollar investment required, and location of the gardens. Seestrom reported no monetary investment is needed, no minimum usage required, and that subscriber's gardens must be located within the County or adjacent County to where the subscriber is located, with Paynesville location being the closest solar garden location at this time. He reported Xcel will be receiving rebates from the PUC and Federal government to help offset their costs. Seestrom had provided a sample Solar Garden Subscription Agreement Draft for discussion purposes and Councilor Bradshaw expressed concerns over wording in the document regarding terms, liability, and other issues. Seestrom reported the document was just a sample the Met Council had used and that other cities had expressed concern too, so the League of MN Cities was reviewing it and Geronimo was working with them to tweak it to make it more in line with what Minnesota cities would require to consider approval. Mayor Bengtson reported the Council was not in any position to approve any agreement at this time, he had just requested Seestrom attend the meeting to present the information to the Council, and that before any action would be taken the City would also have the City Attorney review any potential agreements. Bradshaw expressed concern with cost to review a contract versus cost of savings to the City if they subscribed to the program. Concern over the 25-year term of the contract was also expressed. After further discussion Seestrom reported he would send information on what the League of MN Cities recommends for a contract once it is available and the Council can discuss it further at that time.

The proposed Rental Ordinance had been reviewed at the Council work session held on March 30th and was considered for adoption, along with suggested fees and administrative penalties for violation of the proposed ordinance. A motion was made by Bengtson to adopt Ordinance No. 1204.000, An Ordinance Providing for the Regulation of Rental Property in the City of Eden Valley. Motion was seconded by Bradshaw. Voting in favor were Sheets, Bradshaw, Bengtson, and Kern. Against: none, whereby Ordinance No. 1204.000 was duly adopted. Resolution #2016-13, A Resolution Reviewing and Adjusting Fee Schedule was introduced and moved for adoption by Bengtson, seconded by Bradshaw. Voting in favor were Sheets, Bradshaw, Bengtson, and Kern. Against: none, whereby Resolution #2016-13 was duly adopted. Resolution #2016-14, A Resolution Setting the Administrative Offense Penalties was introduced and moved for adoption by Bengtson, seconded by Kern. Voting in favor were Sheets, Bradshaw, Bengtson, and Kern. Against: none, whereby Resolution #2016-14 was duly adopted. Since a Compliance Officer has not been hired at this time Haag will wait to publish the ordinance until that is completed. Deadline for the RFP return is April 15th, so a special meeting will be scheduled after that date to interview candidates.

Correspondence from Meeker County Court Services regarding the sentencing of former Deputy Clerk Susan Anderson for theft from the City of Eden Valley and her letter of apology had been received. Mayor Bengtson read the letter of apology and accepted the apology on behalf of the City, stating he hoped the best for her going forward.

Minutes of the March 23, 2016 Planning and Zoning Commission regular meeting were reviewed. Review of the regular meeting minutes showed a site permit application from Church of the Assumption for an accessory storage structure and an application for an Administrative Subdivision from Northern States Power Company/Xcel Energy were received, and recommended for approval. After review, a motion to accept the March 23, 2016 minutes of the Planning & Zoning Commission as presented and approve recommended site permit application and Administrative Subdivision application was made by Bengtson, seconded by Kern, and carried unanimously.

Mayor Bengtson reported he had been working with City Attorney Ripple on internet issues at the Library/Event Center and presented a proposed Public Computer and Wireless Connection Agreement and Library Internet Policy drafted by Ripple for Council review and consideration. Councilor Kern expressed concern about enforcement of user agreement terms for persons under the age of 18 and after discussion, Bengtson suggested no action be taken on the proposed agreement and policy until the City Attorney had answered the questions regarding use by persons under the age of 18.

Mayor Bengtson opened the Public Forum. There were no comments.

The Clerk presented the bills.

Total Expense: \$ 67,105.56

A motion to approve the bills was made by Bengtson, seconded by Bradshaw, and carried unanimously.

Clerk Haag reported she would like to apologize to the City Council and to the Public for forgetting to put the Event Center kitchen remodel project on the last regular meeting's agenda. She had meant to list it, but due to audit and workload issues, forgot to write it down and forgot to put it on the agenda. After the meeting there was public correspondence that implied the subject was intentionally omitted from the agenda as a way for some on the Council to try to push something through, and Haag reported that was far from the truth and that she is sorry that implication came from her neglect to remember to list it on the agenda. Mayor Bengtson reminded the Council that any issues discussed at the Council meetings, whether on the agenda or brought up at the meeting do not have to be voted on at that same meeting and that any Council member could have said they needed more time to discuss and issue before it was voted on.

Haag requested approval to transfer \$10,000 from the General Fund to the Fire Capital Equipment Escrow Fund, noting the original budgeted amount was \$8334, but that the Council and Townships had decided to increase the annual escrow amount at the annual meeting in March, which increased the City's contribution to \$10,000. A motion was made by Bengtson to approve the transfer as requested. Motion was seconded by Sheets and carried.

Cash and Investment reports as of March 31, 2016 and Budget to Actual reports as of March 31, 2016 for General Fund and Enterprise Funds were provided to the Council for their review.

Haag reported the new copier is working great and direct deposit of payroll is now up and running and working well. Haag also reminded the Council of the annual League of MN Cities Conference coming up in June and asked anyone interested in attending contact her for registration assistance if needed.

Chief Junker provided his monthly report and reported it had been another busy month. Concerns with traffic speed issues on Stearns Avenue were raised by Councilor Kern and he requested more patrol time from 3 to 5 p.m. in that area. Issues regarding ATV and dirt bike traffic were also discussed.

Junker reported he is working on Spring clean-up notices and asked the Council to let him know if they are aware of any areas in the City that require notification.

Public Works Director Rademacher reported Well #3 is up and running, with the repaired black box installed, and the Water Festival is scheduled for May 13th at the Civic Arena in Richmond, with Councilmembers interested in attending welcome.

A mailing regarding the new hours and procedure at the brush site will be going out tomorrow, a notice was published in the Voice, and the new signs at the site will be installed.

Rademacher reported crackfilling will be done as soon as possible, he is still working on the capital improvement plan with City Engineer Louwagie, sewer lines being reviewed have been cleaned and the televisor should be here later this week, and he and Mark had hosted a MRWA class on sustainable management at the Fire Hall today.

Rademacher also reported notice had been received from MNDOT regarding plans to mill and overlay State Highway 22 south from Highway 55 to Litchfield, as well as Highway 55 from Eden Valley to Watkins. A meeting with MNDOT representatives to inquire about possible cost sharing of water and stormwater upgrades at the same time will be scheduled.

Clerk Haag reported City Engineer Louwagie is trying to schedule a meeting with the Council and Jeremy Kuechle of Kuechle Underground, but Mr. Kuechle is out of town until Thursday, so Louwagie will contact Haag once he has more information. If possible, this meeting will be coordinated with the special meeting to fill the Compliance Officer/Zoning Administrator position.

Chief Junker reported a skywarn class will be held in Eden Valley in the near future and invited any Council members interested in attending to let him know. He will email information on the class to them once he has the scheduling finalized.

Next regular Council meeting is scheduled for May 4, 2016, at 7:00 p.m., with a special meeting in April to be determined based on response from Louwagie.

As there was no further business, the meeting was adjourned on a motion by Bengtson, seconded by Kern.

Attest:

Mona Haag, Clerk/Treasurer

Brent Bengtson, Mayor

CITY OF EDEN VALLEY

04/30/16

*Check Summary Register©

March 2016 to April 2016

Name	Check Date	Check Amt
10100 STATE BANK IN EV		
Paid Chk# 009543 AFSCME LOCAL 65	3/24/2016	\$267.68 UNION DUES
Paid Chk# 009544 CENTER POINT ENERGY	3/24/2016	\$1,487.11 NATURAL GAS
Paid Chk# 009545 FLEET SERVICES	3/24/2016	\$412.38 SQUAD LEASE
Paid Chk# 009546 MADISON NATIONAL LIFE	3/24/2016	\$439.60 INSURANCE
Paid Chk# 009547 MEEKER COOPERATIVE	3/24/2016	\$658.50 ELECTRIC
Paid Chk# 009548 WEST CENTRAL SANITATION	3/24/2016	\$154.69 SERVICES
Total Checks		\$3,419.96

Name	Check Date	Check Amt
10100 STATE BANK IN EV		
Paid Chk# 009554 ALEX AIR APPARATUS INC	4/7/2016	\$55.31 SUPPLIES
Paid Chk# 009555 AMERIPRIDE SERVICES	4/7/2016	\$154.33 UNIFORM RENTALS
Paid Chk# 009556 JUANITA ARENS	4/7/2016	\$450.00 SERVICES-BROOKVIEW
Paid Chk# 009557 ARVIG	4/7/2016	\$1,570.61 PHONE/SERVICES
Paid Chk# 009558 BCBS/RESOURCE TRAINING	4/7/2016	\$5,020.00 INSURANCE
Paid Chk# 009559 BOLTON & MENK, INC	4/7/2016	\$890.00 ENGINEERING SERVICES
Paid Chk# 009560 CENTER POINT ENERGY	4/7/2016	\$388.21
Paid Chk# 009561 CENTRAL MCGOWAN	4/7/2016	\$6.82 RENTAL
Paid Chk# 009562 COMDATA	4/7/2016	\$1,865.11 SERVICES, TRAINING, SUPPLIES,
Paid Chk# 009563 EDEN VALLEY LUMBER CO	4/7/2016	\$19.27 SUPPLIES
Paid Chk# 009564 GOPHER STATE ONE-CALL	4/7/2016	\$11.60 SERVICES
Paid Chk# 009565 MONA HAAG	4/7/2016	\$113.40 MCFOA CONF MILEAGE
Paid Chk# 009566 HEARTLAND DOOR SALES	4/7/2016	\$205.00 REPAIRS
Paid Chk# 009567 HEARTLAND SECURITY	4/7/2016	\$63.85 SERVICES
Paid Chk# 009568 HEIMAN INC.	4/7/2016	\$436.44 SUPPLIES
Paid Chk# 009569 INNOVATIVE OFFICE SOLUTION	4/7/2016	\$154.13 SUPPLIES
Paid Chk# 009570 JIM NEUMAN SMALL ENGINE RE	4/7/2016	\$101.88 REPAIRS
Paid Chk# 009571 K & B SOLUTIONS	4/7/2016	\$454.18 SUPPLIES
Paid Chk# 009572 KIMBALL PARTS CITY	4/7/2016	\$128.73 SUPPLIES
Paid Chk# 009573 RANDY KRAMER	4/7/2016	\$1,570.58 EXCESS JUDGMENT REFUND
Paid Chk# 009574 LMC	4/7/2016	\$1,000.00 INS CLAIM REPAIRS-JIM R
Paid Chk# 009575 MEEKER COUNTY ATTORNEY	4/7/2016	\$250.00 LEGAL
Paid Chk# 009576 MINNESOTA COMPUTER SYST	4/7/2016	\$58.02 SUPPLIES
Paid Chk# 009577 440600 NCPERS MINNESOTA	4/7/2016	\$16.00 INSURANCE
Paid Chk# 009578 NOHNER ELECTRIC	4/7/2016	\$120.95 REPAIRS
Paid Chk# 009579 PAYNESVILLE PRESS	4/7/2016	\$316.51 ADVERTISING
Paid Chk# 009580 BOB PESCHON	4/7/2016	\$200.00 SERVICES-CIVIC
Paid Chk# 009581 RADAR ROAD TEC	4/7/2016	\$48.00 SUPPLIES
Paid Chk# 009582 RADIO TIME BILLING	4/7/2016	\$209.00 ADVERTISING
Paid Chk# 009583 SELECT ACCOUNT	4/7/2016	\$8.44 INSURANCE ADMIN
Paid Chk# 009584 SHERRIES SIGNS	4/7/2016	\$400.00 SUPPLIES
Paid Chk# 009585 SURPLUS SERVICES	4/7/2016	\$600.00 SUPPLIES
Paid Chk# 009586 TEAM LABORATORY	4/7/2016	\$1,830.00 SUPPLIES
Paid Chk# 009587 JUDY THIELEN	4/7/2016	\$50.00 SERVICES-EVENT CENTER
Paid Chk# 009588 TRI-COUNTY NEWS	4/7/2016	\$76.00 ADVERTISING
Paid Chk# 009589 UC LABORATORY	4/7/2016	\$109.00 TESTING
Paid Chk# 009590 USABLE LIFE	4/7/2016	\$153.00 INSURANCE
Paid Chk# 009591 VERIZON	4/7/2016	\$267.05 PHONE
Paid Chk# 009592 XCEL ENERGY	4/7/2016	\$2,873.17 UTILITY
Paid Chk# 009593 PETER ZIEGLMEIER	4/7/2016	\$525.00 REPAIR/MAINT
Paid Chk# 009594 SHERRI ZIEGELMEIER	4/7/2016	\$72.34 SUPPLIES-BROOKVIEW
Total Checks		\$22,841.93

CHECK#	TO:	FOR:	AMOUNT
EFT258E	Authnet Gateway	Website services	25.00
EFT259E	Select Account	Flex	90.39
EFT260E	Select Account	Flex	91.24
EFT261E	GWRS/MN	MN DCP	200.00
EFT262E	PERA	PERA	1,943.21
EFT263E	IRS	Payroll Taxes	2,094.68
40036	Toshiba Financial Services	Copier Lease	213.74
40037	Meeker County Treasurer	Title forfeiture vehicle	20.75
EFT264E	Select Account	Flex	1,082.22
400370	City Utilities	Water/Sewer	1,220.10
EFT265E	MN Revenue	State withholding tax	790.95
EFT266E	PERA	PERA DCP	149.00
EFT267E	IRS	Payroll Taxes	82.98
40038	Florence Rademacher	Damage deposit refund	575.00
EFT268E	Select Account	Flex	556.34
EFT277E	GWRS/MN	MN DCP	200.00
EFT278E	PERA	PERA	2,130.98
EFT279E	IRS	Payroll Taxes	2,351.07
EFT280E	Authnet Gateway	Website services	25.00
JE-201609	Water Treatment Plant	March Usage	9,225.00
22849-			
22855	Payroll	Salaries	7,613.77
9549-			
9553	Council	Salaries	1,633.99
EFT269-			
276	Payroll	Salaries	8,528.26
TOTAL:			\$ 40,843.67
GRAND TOTAL:			\$ 67,105.56