

## Boards of Review & Regular Meeting

April 9, 2014

7:00 p.m.

With due call and notice thereof, the April 9, 2014 Board of Review for the Stearns County portion of the City of Eden Valley was called to order by Mayor Korman at 7:00 p.m. in the Civic Center meeting room. Present were Mayor Korman, Councilors Gabrelcik, Bradshaw, Thielen and Kern and Clerk Haag. Also present Stearns County Assessor Randy Lahr and resident Troy Huschle. Mayor Korman presided.

Stearns County Assessor Randy Lahr provided a packet of information regarding the Board of Review, including an overview of the 2014 assessment, Department of Revenue class rates, percentages and miscellaneous fact sheets, property assessment timelines, Stearns County sales ratios, and local sales comparisons to the Council. Lahr reported there were five qualified sales in the Stearns County side of the city from October 1, 2012 through September 30, 2013, which indicated a median ratio of 99%. 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 industrial and commercial property values stayed the same and residential property values dropped a little. Lahr reported Troy Huschle had met with him regarding the value of his property, parcel 50.30752.0044, in Sunny Meadows Addition. Huschle was present and requested the Council consider lowering the value of his property which has a current value is \$161,800. Huschle reported he has spoken to realtors and has also researched other property values within Sunny Meadows Addition, as well as other areas of the City and feels he could not sell his property for the value assessed. Discussion followed on the size of the house compared to other homes in the Addition and Lahr provided a list of comparables to three other parcels that had been sold, showing sale price per square foot. Lahr reported former Assessor Amy Rausch had given a 5% reduction on value for Huschle's larger home in the neighborhood, and Lahr would be agreeable to another 5% reduction, reducing the value to \$155,000 if the Council believed the value should be reduced based on Huschle's report. After discussion, a motion was made by Thielen to reduce the value on Parcel 50.30752.0044 to \$155,000. Motion was seconded by Gabrelcik and carried unanimously. The Board of Review for the Stearns County portion of the City was closed at 7:35 p.m.

## 7:40 P.M. Meeker County Board of Review

With due call and notice thereof, the April 9, 2014 Board of Review for the Meeker County portion of the City of Eden Valley was called to order by Mayor Korman at 7:40 p.m. in the Civic Center meeting room. Present were Mayor Korman, Councilors Gabrelcik, Bradshaw, Thielen, and Kern, and Clerk Haag. Also present Meeker County Assessor Joe Udermann and Assessor Lee Schroeder. Mayor Korman presided.

A list of sales in the Meeker County portion of the City was provided by Meeker County Assessor Joe Udermann. He reviewed some of the changes that will be occurring and his hope to have GIS mapping capability available through the County office. Assessor Schroeder reported during the study they determined land values were accurate, but building values needed adjustment, so values of 0 to \$49,900 saw an adjustment of -15%, \$50,000 to \$74,900 were adjusted -10%, and values of \$75,00 to \$124,900 were adjusted -5% in the Meeker County

portion of the City. Sales ratio is now 90 to 105%, down from previous 103 to 115% before adjustment. Udermann also reported he had received a phone call from Lon Peterson, owner of Parcel #24.0313.000 in Jack's Addition, requesting consideration on lowering the value on the bare lot. Current value was \$22,000, and after Udermann reviewed the parcel he determined the value was based on utility connection. Since water and sewer connection is not currently there, but only accessible, Udermann suggested the value should be lowered to \$16,700. After discussion, a motion was made by Kern to approve lowering the value on Parcel #24.0313.000 from \$22,000 to \$16,700 and value the property as no utility. Motion was seconded by Thielen and carried unanimously. The Board of Review was declared closed by Mayor Korman at 8:00 p.m.

#### 8:15 p.m. Regular Council Meeting

With due call and notice thereof, the April 9, 2014 Regular Council Meeting of the City of Eden Valley was called to order by Mayor Korman at 8:15 p.m. in the Civic Center meeting room. Present were Mayor Korman, Councilors Gabrelcik, Bradshaw, Thielen and Mark Kern, and Clerk Haag. Also present Public Works Director Rademacher, Police Chief Junker, Steve Wischmann, and Chuck DeWolf. Mayor Korman presided.

The agenda was approved on a motion by Thielen, seconded by Bradshaw.

A motion to approve the consent agenda was made by Gabrelcik. Items on the consent agenda included Approve Minutes of March 5, 2014 regular meeting, Adopt Resolution #2014-5, Resolution of Application for DNR Grant, Adopt Donation Resolution #2014-6, Accept Minutes of March 27, 2014 Joint Water Board meeting. Motion to approve consent agenda was seconded by Kern and carried unanimously.

Steve Wischmann, of KDV, was present to review the 2013 Audit Report, which he said was an excellent report, with the Council. Wischmann 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 which was required because the City received over \$500,000 in Federal funds in 2013. Wischmann reported the City had attained a clean audit report on all four reports, and the city books are extremely accurate. 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 and adjusting entries. The fund balance includes approximately 8 ½ months of operating revenue. State Auditor recommends at least 6 months, and Wischmann feels 8 ½ months is a good stable number. Budget to actual numbers were reviewed, with Wischmann reporting they like to see no more than a 5% variance there. The City's revenue budget had a 2% variance, and the disbursements budget was less than ½%, which Wischmann noted was excellent and the City had done a great job there. Enterprise Funds were reviewed, with Wischmann reporting the Water Fund is going well, and the Sewer Fund had operating income after depreciation for the first time in five years or more. Wischmann suggested the Council continue to monitor cash flow needs and water and sewer rates to continue this positive balance. Brookview Apartments showed cash flow issues because of depreciation and debt pay-off, but Wischmann reported the refinanced debt will help the cash flow improve and the fund was very stable overall. Wischmann noted appreciation for Clerk Haag's assistance throughout the audit and stated he feels she does an excellent job for the City. After further

review, a motion was made by Gabrelcik, seconded by Kern, and carried unanimously to approve the 2013 Audited Financial Statements as presented by Wischmann.

Item 3 on the agenda was a request to consider amending the City ordinance to allow beekeeping, and correspondence received from resident Heather Ripley had been included in the agenda packet. Ripley was not present at the meeting, and Mayor Korman reported before any action would be considered he would probably have questions for both Ripley and the City Attorney.

Item 4 on the agenda was a request for a water bill adjustment and the resident was not present, so it was assumed there would be no formal request made.

City Engineer Chuck DeWolf was present to update the Council on the Hwy 22 Street Project. DeWolf reported the detour would be set up next week, reclaim, removal and dewatering would begin, with pipework possibly the following week. A newsletter will be prepared and distributed this week to update the public on the proposed schedule. Councilor Thielen questioned the completion date, and it is estimated to be end of July or into August, depending on weather. Councilor Kern questioned plans for emergency vehicle egress and access during construction, and Public Works Director Rademacher reported Fire & Rescue will be updated and routes will be communicated through their message board at the Hall, as well as communication between Fire Chief Joe Thielen, Rademacher, and others. Discussion followed on railroad crossing arms installed, location of street lights, concrete work, and other items. Pay Estimate #4, in the amount of \$90,635.84 to Kuechle Underground, was presented for payment. A motion was made by Thielen, seconded by Bradshaw, and carried unanimously, to approve payment of Pay Estimate #4 as presented.

An application for 3.2 license submitted by Eden Valley Hawks Baseball for the period of April 9 through August 31, 2014 at the Athletic Field location of 475 Church Street South was unanimously approved contingent upon receipt of certificate of insurance on a motion by Gabrelcik, seconded by Kern. Haag reported the City Attorney's office is working on an ordinance amendment to allow issuance of temporary on-sale liquor licensing as discussed at the last regular Council meeting and a fee amount was needed to include in the ordinance amendment. After discussion, a motion was made by Thielen to set the fee for temporary on-sale liquor licenses at \$50. Motion was seconded by Gabrelcik and carried unanimously.

Minutes of the March 19, 2014 regular Planning and Zoning Commission meeting were reviewed. A motion to approve the recommended site permit applications submitted by Darren Berg and Justin & Andrea Berger was made by Kern, seconded by Bradshaw and carried unanimously. Haag reported, as noted in the Planning & Zoning minutes, a suggestion to move the meetings to the 4<sup>th</sup> Wednesday of the month had been made, and Council consensus was in favor of the suggestion. A motion to accept the March 19, 2014 minutes was made by Thielen, seconded by Kern, and carried unanimously.

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

The Clerk presented the bills.

Total Expense: \$ 211,735.54

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

Clerk Haag reported she had been contacted by the Church of the Assumption the raffle date of 10/7/14 on the LG220 approved by the Council at the last meeting had been incorrect and the correct date of the raffle is 10/5/14.

Copies of correspondence from Mark Latterell of Stearns County Environmental Services regarding a recommendation to request an extension of a moratorium regarding sewer connections on McCarthy Avenue due to the Hwy 22 Street project not being completed yet were reviewed and Haag will send a letter requesting the one-year extension of the moratorium.

Correspondence and information on 2014 tax capacity rates for Stearns County, the upcoming League of MN Cities Conference to be held in June at St. Cloud, and the Valley Daze Parade was provided to the Council.

Budget to Actual reports for the General Fund and Enterprise Funds for the first quarter of the year and cash and investment balances report as of 3/31/14 were provided to the Council. Haag reported a check for \$5223.84 had been received from Resource Training as a health insurance rebate due to the good health claims experience rating for the City. The check for \$25,000 from Minnesota Community Capital Fund dissolution had also been received and credited to the Business Incentive Special Revenue Fund.

Chief Junker provided his monthly report.

Public Works Director Rademacher gave an update on frozen water and sewer lines, reporting two waterlines that had been frozen have now opened, but due to water temps checked still being low he recommends residents continue to run water for at least another week. Council consensus was Rademacher should continue to monitor the situation and when he determines it is safe to discontinue running water he should make the decision and notices will be sent. Rademacher reported he has called the company contracted for street sweeping and notified them to begin working in the city.

A request for a stop sign to replace the yield sign at the intersection of Coleman Avenue and Oriole Lane has been received, and after discussion and input by Chief Junker, a motion was made by Kern, seconded by Bradshaw, and carried unanimously to replace the yield sign with a stop sign as requested, and to install signs regarding children at play or speed limit as necessary.

Rademacher reported internet service has been installed at the waterplant now and also provided information and an invitation to the Council on Skywarn Training to be held in Holdingford on April 15<sup>th</sup>.

Mayor Korman publicly acknowledged a generous donation of \$5000 to the Fire Department from the Art and Lorraine Henfling Giving Fund.

Emergency Management Director Rademacher reported Tornado Awareness Week will be the week of April 24<sup>th</sup>.

Councilor Kern suggested the Council and staff set a definite date to begin working on a five-year capital improvement plan, since it has been a goal of the Council and staff for several years now, but time constraints have been an issue. After discussion, it was suggested the goal be to have the plan completed by August 1, 2014, and that a work session to begin the process be set for Wednesday, May 7, beginning at 6:00 p.m., to be followed by the regular Council meeting beginning at 7:00 p.m. Department heads, including Fire & Rescue, as well as City Council will be involved in the work session.

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

Attest:

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Mona Haag, Clerk/Treasurer

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Peter Korman, Mayor

# CITY OF EDEN VALLEY

## \*Check Summary Register©

Name	Check Date	Check Amt	
<b>10100 STATE BANK IN EV</b>			
Paid Chk# 007647	AFSCME LOCAL 65	3/26/2014	\$238.64 UNION DUES
Paid Chk# 007648	ALL FLAGS LLC	3/26/2014	\$567.47 FLAGS
Paid Chk# 007649	CENTER POINT ENERGY	3/26/2014	\$3,368.27
Paid Chk# 007650	KATHY DEFORREST	3/26/2014	\$30.00 PO BOX RENT - LIBRARY
Paid Chk# 007651	MADISON NATIONAL LIFE	3/26/2014	\$334.70
Paid Chk# 007652	MAYERS REPAIR INC	3/26/2014	\$2,710.00 THAW WATER LINES
Paid Chk# 007653	NANCY MCNAB	3/26/2014	\$37.34 SUPPLIES-LIBRARY
Paid Chk# 007654	MEEKER COOPERATIVE	3/26/2014	\$962.50
Paid Chk# 007655	MN REVENUE	3/26/2014	\$758.88 STATE WITHHOLDING- 8021776
Paid Chk# 007656	SELECT ACCOUNT	3/26/2014	\$976.04 ADMIN & FLEX
Paid Chk# 007657	DIANE THIELEN	3/26/2014	\$26.60 SUPPLIES-LIBRARY/EVENT CENTER
Paid Chk# 007658	T-MOBILE	3/26/2014	\$113.14
Paid Chk# 007659	WEST CENTRAL SANITATION	3/26/2014	\$163.59
Paid Chk# 007660	XCEL ENERGY	3/26/2014	\$2,035.12
Paid Chk# 007661	PAT BECKER	4/10/2014	\$5.00 Clothing Allowance
Paid Chk# 007662	HOWARD COVERT	4/10/2014	\$105.00 Clothing Allowance
Paid Chk# 007663	PENNY COVERT	4/10/2014	\$100.00
Paid Chk# 007664	PAM HAAG	4/10/2014	\$65.00 Clothing Allowance
Paid Chk# 007665	LINUS HEMMESCH	4/10/2014	\$20.00 Clothing Allowance
Paid Chk# 007666	ERNIE JUNKER	4/10/2014	\$55.00 Clothing Allowance
Paid Chk# 007667	CHAD KUECHLE	4/10/2014	\$10.00
Paid Chk# 007668	HEIDI KUECHLE	4/10/2014	\$30.00 Clothing Allowance
Paid Chk# 007669	JOHN MAGEDANZ	4/10/2014	\$25.00 Clothing Allowance
Paid Chk# 007670	LOREN MEIERHOFER	4/10/2014	\$10.00 Clothing Allowance
Paid Chk# 007671	DENNIS NISTLER	4/10/2014	\$20.00 Clothing Allowance
Paid Chk# 007672	JAMES RADEMACHER	4/10/2014	\$81.96 Clothing Allowance
Paid Chk# 007673	JUSTIN RADEMACHER	4/10/2014	\$0.00 Clothing Allowance
Paid Chk# 007674	BILL RUHLAND	4/10/2014	\$90.00 Clothing Allowance
Paid Chk# 007675	RANDY RUHLAND	4/10/2014	\$105.00 Clothing Allowance
Paid Chk# 007676	STEVE SCHMITT	4/10/2014	\$25.00 Clothing Allowance
Paid Chk# 007677	CORY SCHULTZ	4/10/2014	\$23.47 Clothing Allowance
Paid Chk# 007678	ADAM TEICHER	4/10/2014	\$10.00 Clothing Allowance
Paid Chk# 007679	DAVE TEICHER	4/10/2014	\$90.00 Clothing Allowance
Paid Chk# 007680	DAN THIELEN	4/10/2014	\$190.00 Clothing Allowance
Paid Chk# 007681	GREG THIELEN	4/10/2014	\$0.00 Clothing Allowance
Paid Chk# 007682	JOE THIELEN	4/10/2014	\$20.00
Paid Chk# 007683	MARY THIELEN	4/10/2014	\$58.03 Clothing Allowance
Paid Chk# 007684	SCOTT THIELEN	4/10/2014	\$165.00 Clothing Allowance
Paid Chk# 007685	ERIN WELCH	4/10/2014	\$10.00 Clothing Allowance
Paid Chk# 007686	JEFF WENDROTH	4/10/2014	\$10.00 Clothing Allowance
Paid Chk# 007687	ALEX AIR APPARATUS INC	4/10/2014	\$14.62 Supplies
Paid Chk# 007688	AMERIPRIDE SERVICES	4/10/2014	\$159.67 Uniform rental
Paid Chk# 007689	RITA ANDERSON	4/10/2014	\$30.00 Zoning - 3/19/14
Paid Chk# 007690	JUANITA ARENS	4/10/2014	\$450.00 Services
Paid Chk# 007691	ARVIG	4/10/2014	\$1,389.12 phone service & adv
Paid Chk# 007692	AUTOMATIC SYSTEMS CO.	4/10/2014	\$719.10 Repairs

# CITY OF EDEN VALLEY

## \*Check Summary Register©

	Name	Check Date	Check Amt	
Paid Chk# 007693	BATTERIES PLUS	4/10/2014	\$126.84	Supplies
Paid Chk# 007694	BCBS/RESOURCE TRAINING	4/10/2014	\$5,591.50	Insurance
Paid Chk# 007695	BOLTON & MENK, INC	4/10/2014	\$3,043.45	Engineering Services
Paid Chk# 007696	BORDER STATES	4/10/2014	\$356.80	Supplies
Paid Chk# 007697	BRAUN INTERTEC CORP	4/10/2014	\$1,509.20	Services
Paid Chk# 007698	CENTRAL MCGOWAN	4/10/2014	\$55.91	Supplies & rental
Paid Chk# 007699	COMDATA	4/10/2014	\$190.19	Supplies & Service
Paid Chk# 007700	CONNELLY INDUSTRIAL ELECTR	4/10/2014	\$526.62	Repairs
Paid Chk# 007701	EDEN VALLEY FIRE RELIEF ASS	4/10/2014	\$1,600.00	State Aid Pension Fund
Paid Chk# 007702	EDEN VALLEY LUMBER CO	4/10/2014	\$128.85	Supplies
Paid Chk# 007703	FARM-RITE EQUIPMENT INC	4/10/2014	\$758.20	Supplies & maintenance
Paid Chk# 007704	FLASHS GAS & AUTO	4/10/2014	\$107.90	Repairs
Paid Chk# 007705	FLEET SERVICES	4/10/2014	\$504.28	
Paid Chk# 007706	FLEXIBLE PIPE TOOL CO.	4/10/2014	\$480.00	Supplies
Paid Chk# 007707	FRAUENSHUH & SPOONER, P.A.	4/10/2014	\$218.75	Legal
Paid Chk# 007708	JESSICA GOETSCH	4/10/2014	\$30.00	
Paid Chk# 007709	GOPHER STATE ONE-CALL	4/10/2014	\$1.45	Services
Paid Chk# 007710	MONA HAAG	4/10/2014	\$160.72	Mileage
Paid Chk# 007711	HACH COMPANY	4/10/2014	\$247.99	Supplies
Paid Chk# 007712	HARPER BROOMS	4/10/2014	\$187.50	Supplies
Paid Chk# 007713	HEARTLAND SECURITY	4/10/2014	\$59.25	Services
Paid Chk# 007714	HEIMAN INC.	4/10/2014	\$831.05	Tools & minor equipment
Paid Chk# 007715	INFRATECH	4/10/2014	\$1,569.20	Locator & camera repairs
Paid Chk# 007716	JACK'S OIL DISTRIBUTING INC	4/10/2014	\$1,157.17	Gas
Paid Chk# 007717	KDV	4/10/2014	\$6,650.00	Audit Services
Paid Chk# 007718	KELLYS HEATING AND AC	4/10/2014	\$426.00	Repairs
Paid Chk# 007719	MAYERS REPAIR INC	4/10/2014	\$360.00	THAW WATER LINE
Paid Chk# 007720	MEEKER COUNTY AUDITOR	4/10/2014	\$733.05	ELECTION SERVICES & SUPPLIES
Paid Chk# 007721	MEEKER COUNTY SHERIFF	4/10/2014	\$70.00	REPORTS
Paid Chk# 007722	MINNESOTA COMPUTER SYSTE	4/10/2014	\$56.35	COPIER SUPPLIES
Paid Chk# 007723	MPCA	4/10/2014	\$23.00	LICENSE RENEWAL- JIM
Paid Chk# 007724	MR. HEATING & AC, LLC	4/10/2014	\$926.06	REPAIRS
Paid Chk# 007725	440600 NCPERS MINNESOTA	4/10/2014	\$16.00	
Paid Chk# 007726	NOHNER ELECTRIC	4/10/2014	\$147.00	REPAIRS
Paid Chk# 007727	OFFICE DEPOT	4/10/2014	\$193.08	SUPPLIES
Paid Chk# 007728	PAYNESVILLE PRESS	4/10/2014	\$476.44	ADV & SUPPLIES
Paid Chk# 007729	BOB PESCHON	4/10/2014	\$200.00	SERVICES - CIVIC CENTER
Paid Chk# 007730	POLLARDWATER.COM	4/10/2014	\$669.13	Supplies
Paid Chk# 007731	JAMES RADEMACHER	4/10/2014	\$137.20	mileage
Paid Chk# 007732	RAMSEY PRINTING	4/10/2014	\$19.07	Supplies
Paid Chk# 007733	RIDGEWATER COLLEGE	4/10/2014	\$400.00	training
Paid Chk# 007734	RINKE NOONAN	4/10/2014	\$3,827.00	
Paid Chk# 007735	ROYAL TIRE	4/10/2014	\$552.37	Tires
Paid Chk# 007736	SCHLANGEN CABINETS	4/10/2014	\$145.00	Supplies
Paid Chk# 007737	SELECT ACCOUNT	4/10/2014	\$655.81	Flex & Insurance Admin
Paid Chk# 007738	THIELEN EXCAVATING	4/10/2014	\$5,203.50	Snow Removal & Repairs
Paid Chk# 007739	TOSHIBA FINANCIAL SERVICES	4/10/2014	\$156.92	
Paid Chk# 007740	TRI-COUNTY NEWS	4/10/2014	\$103.39	Story Hour

**CITY OF EDEN VALLEY**  
**\*Check Summary Register©**

Name	Check Date	Check Amt
Paid Chk# 007741 UC LABORATORY	4/10/2014	\$112.60 Testing
Paid Chk# 007742 VALLEY DAIRY SUPPLY, INC.	4/10/2014	\$75.00 rental
Paid Chk# 007743 VALLEY QUICK STOP	4/10/2014	\$208.64 Gas
Paid Chk# 007744 VERIZON	4/10/2014	\$61.03
Paid Chk# 007745 VESSCO	4/10/2014	\$1,222.79 Supplies
Paid Chk# 007746 VMG	4/10/2014	\$140.45 Supplies
Paid Chk# 007747 XCEL ENERGY	4/10/2014	\$5,297.05 Electric
<b>Total Checks</b>		<b>\$65,115.01</b>

CHECK#	TO:	FOR:	AMOUNT
EFT	ING	MN DCP	50.00
EFT	PERA	PERA	1,605.12
EFT	IRS	Payroll Taxes	1,800.26
39920	MN DNR - OMB	Water Use Permit Fee	255.55
39921	Horizon Talent Agency	MSB Band deposit	1,500.00
EFT	ING	MN DCP	50.00
EFT	PERA	PERA	1,681.10
EFT	IRS	Payroll Taxes	1,810.73
39922	Valley Daze	Car Show Services	1,000.00
39923	Widseth Smith Nolting	Services	1,845.00
JE	City of Eden Valley	City utility charges	1,072.83
EFT	PERA	PERA DCP	132.50
EFT	IRS	Payroll Taxes	82.81
EFT	ING	MN DCP	50.00
EFT	PERA	PERA	1,519.27
EFT	IRS	Payroll Taxes	1,615.09
JE-2014-	Water Treatment Plant	March Usage	18,900.00
22190-			
22195	Payroll	Salaries	6,518.29
22196-			
22202	Payroll	Salaries	6,896.27
22203-			
22205	Void	Void	0.00
22206-			
22210	Council	Salaries	1,507.34
22211-			
22216	Payroll	Salaries	6,092.53
39927	Kuechle Underground	Pay Est. #4	90,635.84
<b>TOTAL:</b>			<b>\$ 146,620.53</b>
<b>GRAND TOTAL:</b>			<b>\$ 211,735.54</b>