

Regular Meeting
February 3, 2016
7:00 p.m.

With due call and notice thereof, the February 3, 2016 regular meeting of the Eden Valley City Council was held at 7:00 p.m. in the Civic Center meeting room. Present were Mayor Bengtson, Councilors Sheets, Bradshaw, Thielen and Kern and Clerk Haag. Also present Public Works Director Rademacher, Chief Junker, City Engineer Kent Louwagie and others. Mayor Bengtson presided.

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

A motion to approve the consent agenda was made by Kern. Items on the consent agenda included Approve Minutes of January 6, 2016 regular meeting, Approve Donation Resolution #2016-6. Motion to approve consent agenda was seconded by Sheets and carried unanimously.

City Engineer Kent Louwagie provided an update on the Hwy 22 Street Project. Change Order #1, in the amount of \$6500.65, for density incentive as approved by MNDOT was reviewed. Louwagie explained the split on costs for the incentive would be covered 85% by MNDOT and 15% by the City, with MNDOT to reimburse the City \$5524.26, and the City's share of the total \$976.39. A motion was made by Bradshaw to approve Change Order #1, in the amount of \$6500.65. Motion was seconded by Sheets, and carried unanimously. Louwagie presented Pay Request #13, in the amount of \$8096.05, payable to Kuechle Underground, Inc. Councilor Kern questioned why the pay request was being submitted now, instead of last year, and Louwagie explained the pay request included the amount of Change Order #1, which had just been approved, as well as some class 5 work that had been completed on driveways last year which they had been waiting for confirmation from the Contractor on final quantities last Fall. Discussion on final punch list items remaining and retainage held followed, with Thielen suggesting the Council consider setting a deadline date on correction work that needs to be completed in the Spring. After discussion, a motion was made by Thielen to approve Pay Request #13, in the amount of \$8096.05 as presented. Motion was seconded by Sheets, and carried, with Kern and Bengtson opposed. Mayor Bengtson scheduled a workshop to review project delays and discuss potential penalties with City Engineer Louwagie on February 10, 2016, at 7:00 p.m. in the Civic Center meeting room.

The latest draft of the proposed rental ordinance had been reviewed by City Attorney Adam Ripple and he had returned it with comments and suggestions for the Council to consider. Discussion and review followed, with several areas requiring further suggestions and/or clarification from the City Attorney. Haag will contact him with questions and if response is received by the February 10th scheduled Council workshop for discussion on the Street Project delays, the rental ordinance review will be included in that workshop as well. Council hopes to have the ordinance ready for consideration of adoption at the March meeting. Mayor Bengtson questioned the status of advertising for a Compliance Officer/Zoning Administrator and Haag reported the job description part of the process is almost complete, but there were

some questions regarding insurance coverage both by the City, as well as the Independent Contractor that needed to be completed before the RFP is advertised. She had contacted City Attorney Ripple and he had advised the RFP should state requirements for insurance coverage by the Independent Contractor and she had also contacted the League of MN Cities, and they were going to be sending out samples of contract language, information on insurance requirements to consider, and sample RFP's that could be used to help get the RFP process completed. Once she has that she will work on getting the RFP together and publishing it, posting on the League of MN Cities website, as well as sending it out to interested parties that have already contacted her or the Council.

Haag reported the sample proposed Floodplain Ordinance reviewed at the last meeting had been edited to reflect the City of Eden Valley and was ready for consideration. Ordinance 512.000, Restrictive Floodplain Management Ordinance was introduced and moved for adoption by Sheets, seconded by Thielen. Voting in favor were Sheets, Bradshaw, Bengtson, Kern, and Thielen; against: none, whereby Ordinance 512.000 was duly adopted. Summary publication of the ordinance was recommended, with a copy of the public notice in summary form. A motion was made by Kern, seconded by Bradshaw, and carried unanimously to approve summary publication as recommended. Resolution #2016-7, A Resolution to Apply to Participate in the National Flood Insurance Program, was introduced and moved for adoption by Thielen, seconded by Kern. Voting in favor were Sheets, Bradshaw, Bengtson, Kern, and Thielen; against: none, whereby Resolution #2016-7 was duly adopted.

Mayor Bengtson updated the Council on the internet security issues at the Event Center/Library building. Installation of the firewall security system is to occur on February 8th. He reported there has been a slight change to the order because of the required location of the firewall in the building, and instead of a 3-yr. agreement at \$89.99/month, there will be a 5-yr. agreement at \$71.99/month. The Library Board has approved paying \$50/month of the license cost, with the City covering the remaining \$21.99.

Correspondence from the Coalition of Greater Minnesota Cities requesting support of LGA increase was received. Resolution #2016-8, A Resolution in Support of Increasing Local Government Aid in the 2016 Legislative Session, was introduced and moved for adoption by Kern, seconded by Thielen. Voting in favor were Sheets, Bradshaw, Bengtson, Kern, and Thielen; against: none, whereby Resolution #2016-8 was duly adopted.

The annual meeting with Townships on fire and rescue protection contracts was scheduled for Wednesday, March 2, 2016, at 7:00 p.m. in the Fire Hall meeting room.

Mayor Bengtson opened the Public Forum. No one was present with concerns.

The Clerk presented the bills.

Total Expense: \$ 142,253.09

A motion to approve the bills, with the exception of the bill from Thielen Machine & Welding, was made by Thielen, seconded by Bradshaw, and carried unanimously. A motion to pay the

bill from Thielen Machine & Welding was made by Bengtson, seconded by Bradshaw, and carried, with Thielen abstaining.

Clerk Haag provided information on the DNR Outdoor Recreation Grant program and reported Eden Valley Citizens For Progress members are gathering information on costs for the proposed Friederichs Park improvements and support the City seeking funding through the application process. The Eden Valley Lions Club has also expressed support for the project. Once costs for the various "wish list" items are obtained the number of "phases" of the project can be determined. Haag also reported the Park Board is in need of additional members to fill vacated positions and questioned if any Council members would be interested in serving on the Board. Mayor Bengtson and Councilor Sheets expressed interest and Haag will also publish a notice in the paper to seek interest from other community members. Resolution #2016-9, A Resolution Approving Application, was introduced and moved for adoption by Sheets, seconded by Bradshaw. Voting in favor were Sheets, Bradshaw, Bengtson, Kern, and Thielen; against: none, whereby Resolution #2016-9 was duly adopted.

Haag reported she and Deputy Clerk Kerzman had hosted a Regional Municipal Clerk's & Finance Officer's meeting at Fire hall in January that had been well attended. The annual MCFOA conference is scheduled for March 15-18 and Haag & Kerzman will attend. Notice of the clerk's office being closed during that time will be published in the *Voice*.

Haag also reported on issues in the Clerk's office, including the audit will be coming up on the 15th of the month, Deputy Clerk Kerzman is working out very well, and additional training opportunities for Kerzman were reviewed.

Chief Junker provided the monthly report for January. He also reported he had placed an ad for bids on the old squad car on Craig's List, with a deadline for bids to be in by February 29th, at 5:00 p.m. and would report results at the next regular meeting for Council consideration.

Public Works Director Rademacher provided the annual water/wastewater report for 2015. He also reported he and City Engineer Louwagie had been discussing issues with tree roots in the sewer system on the south end of the city and Louwagie has prepared a request for proposals to clean and televise the sanitary sewer mains there and distributed them to companies that perform the service. Deadline for submitting proposals is February 16th and Rademacher will have results available at the next regular meeting.

The annual water conference sponsored by Minnesota Rural Water is March 1-3 in St. Cloud and Rademacher and Maintenance Worker Berg will be attending.

Councilor Kern expressed concern on ice on city sidewalks in the downtown area and asked Rademacher to contact one of the main street businesses to address the icy area on the north side of their building.

Next meeting dates will be February 10, 2016 at 7:00 p.m. for a workshop on the Street Project delays and Rental Ordinance review, March 2, 2016 at 7:00 p.m. in the Fire Hall for the Annual meeting with Townships & Fire & Rescue, and the regular meeting date will be March 9, 2016 at 7:00 p.m.

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

Attest:

Mona Haag, Clerk/Treasurer

Brent Bengtson, Mayor

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

January 2016 to February 2016

Name	Check Date	Check Amt	
10100 STATE BANK IN EV			
Paid Chk# 009410	AFSCME LOCAL 65	1/25/2016	\$278.40 UNION DUES
Paid Chk# 009411	CENTER POINT ENERGY	1/25/2016	\$1,678.11 NATURAL GAS
Paid Chk# 009412	MEEKER COOPERATIVE	1/25/2016	\$659.50 ELECTRIC
Paid Chk# 009413	STATE BANK IN EDEN VALLEY	1/25/2016	\$20.00 SAFETY DEPOSIT BOX RENT
Paid Chk# 009414	SURPLUS SERVICES	1/25/2016	\$215.50 SUPPLIES
Paid Chk# 009415	US BANK	1/25/2016	\$37,835.00 2003 BOND PMT
Paid Chk# 009416	USABLE LIFE	1/25/2016	\$370.50 INSURANCE
Paid Chk# 009417	XCEL ENERGY	1/25/2016	\$1,160.58
Paid Chk# 009418	AMERIPRIDE SERVICES	2/4/2016	\$155.33 UNIFORM RENTAL
Paid Chk# 009419	JUANITA ARENS	2/4/2016	\$450.00 SERVICES
Paid Chk# 009420	ARVIG	2/4/2016	\$1,468.91 PHONE & ADV
Paid Chk# 009421	AUTOMATIC SYSTEMS CO.	2/4/2016	\$1,658.20 REPAIRS
Paid Chk# 009422	BANYON DATA SYSTEMS	2/4/2016	\$795.00 SERVICES
Paid Chk# 009423	WESTERN TREE SERVICE	2/4/2016	\$700.00 SERVICES
Paid Chk# 009424	BCBS/RESOURCE TRAINING	2/4/2016	\$5,020.00 INSURANCE
Paid Chk# 009425	CENTRAL MCGOWAN	2/4/2016	\$14.52 RENTAL
Paid Chk# 009426	CITY OF WATKINS	2/4/2016	\$1,224.34 TREATMENT PLANT SERVICES - ST
Paid Chk# 009427	COMDATA	2/4/2016	\$655.79 SUPPLIES & SERVICES
Paid Chk# 009428	CREATIVE PRODUCT SOURCE	2/4/2016	\$118.56 SUPPLIES
Paid Chk# 009429	DISPLAY SALES COMPANY	2/4/2016	\$19.50 SUPPLIES
Paid Chk# 009430	DIVINE CAKES	2/4/2016	\$21.88 SUPPLIES - MCFOA MTG
Paid Chk# 009431	EDEN VALLEY LUMBER CO	2/4/2016	\$167.86 SUPPLIES
Paid Chk# 009432	ELECTRIC PUMP	2/4/2016	\$3,019.56 SUPPLIES & REPAIR
Paid Chk# 009433	ERKENS WATER SOFTENER SE	2/4/2016	\$49.70 SUPPLIES
Paid Chk# 009434	FASTENAL COMPANY	2/4/2016	\$92.15 SUPPLIES
Paid Chk# 009435	FLEET SERVICES	2/4/2016	\$440.82 SQUAD LEASE
Paid Chk# 009436	GOPHER STATE ONE-CALL	2/4/2016	\$100.00 SERVICES
Paid Chk# 009437	HEARTLAND SECURITY	2/4/2016	\$59.25 SERVICES
Paid Chk# 009438	HEIMAN INC.	2/4/2016	\$780.10 SUPPLIES
Paid Chk# 009439	INNOVATIVE OFFICE SOLUTION	2/4/2016	\$89.35 SUPPLIES
Paid Chk# 009440	JACK'S OIL DISTRIBUTING INC	2/4/2016	\$800.97 GAS & OIL
Paid Chk# 009441	JACKS TOWING INC.	2/4/2016	\$133.59 SERVICES
Paid Chk# 009442	K & B SOLUTIONS	2/4/2016	\$419.85 SUPPLIES
Paid Chk# 009443	KIMBALL PARTS CITY	2/4/2016	\$22.85 SUPPLIES
Paid Chk# 009444	RANDY KRAMER	2/4/2016	\$1,451.21 EXCESS JUDGMENT ASSIGNMENT
Paid Chk# 009445	LANDSCAPING PLUS	2/4/2016	\$360.00 SERVICES
Paid Chk# 009446	LOST & FOUND	2/4/2016	\$74.99 SUPPLIES
Paid Chk# 009447	MADISON NATIONAL LIFE	2/4/2016	\$466.48 INSURANCE
Paid Chk# 009448	MCFOA	2/4/2016	\$35.00 DUES
Paid Chk# 009449	MEEKER COUNTY AUDITOR	2/4/2016	\$900.00 DISPATCH SERVICES
Paid Chk# 009450	MINNESOTA COMPUTER SYSTE	2/4/2016	\$15.67 SUPPLIES
Paid Chk# 009451	MN CHIEFS OF POLICE ASSOC	2/4/2016	\$165.00 DUES
Paid Chk# 009452	MN DOLI	2/4/2016	\$100.00 ELEVATOR LICENSE
Paid Chk# 009453	MN PFA	2/4/2016	\$21,181.40 LOAN PAYMENTS
Paid Chk# 009454	M-R SIGNS	2/4/2016	\$372.02 SUPPLIES
Paid Chk# 009455	440600 NCPERS MINNESOTA	2/4/2016	\$16.00 INSURANCE

CITY OF EDEN VALLEY

***Check Summary Register©**

January 2016 to February 2016

Name	Check Date	Check Amt
Paid Chk# 009456 NORTH MEMORIAL PROFESSIO	2/4/2016	\$179.00 REGISTRATION - LORI TEICHER
Paid Chk# 009457 PAYNESVILLE PRESS	2/4/2016	\$127.25 ADVERTISING
Paid Chk# 009458 BOB PESCHON	2/4/2016	\$200.00 SERVICES
Paid Chk# 009459 RADAR ROAD TEC	2/4/2016	\$1,769.00 RADAR EQUIP
Paid Chk# 009460 RINKE NOONAN	2/4/2016	\$54.60 LEGAL
Paid Chk# 009461 SCR - CENTRAL	2/4/2016	\$133.00 SUPPLIES & FREIGHT
Paid Chk# 009462 STEARNS CO. MUNICIPAL LEAG	2/4/2016	\$20.00 2016 DUES
Paid Chk# 009463 THIELEN EXCAVATING LLC	2/4/2016	\$1,397.00 SERVICES
Paid Chk# 009464 THIELEN MACHINE & WELDING,	2/4/2016	\$72.85 REPAIRS
Paid Chk# 009465 JUDY THIELEN	2/4/2016	\$50.00 SERVICES - EVEC JAN
Paid Chk# 009466 TOSHIBA FINANCIAL SERVICES	2/4/2016	\$115.09 COPIER LEASE
Paid Chk# 009467 UC LABORATORY	2/4/2016	\$43.60 SERVICES
Paid Chk# 009468 VERIZON	2/4/2016	\$264.26 PHONE
Paid Chk# 009469 VMG	2/4/2016	\$146.72 SUPPLIES
Paid Chk# 009470 XCEL ENERGY	2/4/2016	\$3,194.47 ELECTRIC
Total Checks		\$93,600.28

CHECK#	TO:	FOR:	AMOUNT
40029	USPS	Stamps	287.00
EFT226E	Authnet Gateway	Website -MSB	25.00
EFT227E	PACE	Credit card fee	.12
EFT228E	GWRS/MN	MN DCP	200.00
EFT229E	IRS	Payroll Taxes	3,371.69
EFT230E	PERA	PERA	2,073.34
EFT231E	Select Account	Flex	240.97
EFT	State Bank in Eden Valley	NSF Cks - Kaskinens	300.00
EFT232E	US Dept HHSCMS	ACA Transitional Fee	264.00
EFT233E	Select Account	Flex	45.00
EFT234E	MN Revenue	Sales tax	502.00
EFT235E	Select Account	Flex	293.01
40030	Region III MCFOA	Registration	40.00
EFT236E	GWRS/MN	MN DCP	200.00
EFT237E	IRS	Payroll Taxes	2,042.98
EFT238E	PERA	PERA	1,932.83
400300	City Utilities	Water/Sewer	1,591.00
JE-201603	Water Treatment Plant	January Usage	8,770.50
EFT239E	Select Account	Flex	1,675.55
EFT240E	Authnet Gateway	Website -MSB	25.00
EFT241E	MN Revenue	State withholding tax	786.73
40031	Kuechle Underground Inc.	Pay Request #13	8,096.05
22809-			
22816	Payroll	Salaries	8,327.62
22817-			
22824	Payroll	Salaries	7,562.42

TOTAL: \$ 48,652.81

GRAND TOTAL: \$ 142,253.09