

# Wrenshall City Council

## January 7, 2013, 7:00 PM, Regular Meeting

Attendance: Jeff Kimmes, John Tanner, Gary Butala, Duane Ziebarth, Alieca Johnson, Mike Hyland, Melvin and Nancy Martindale, Mark Wallis, Dolores Dennie, Ron Moen, Guy Wait, Renae House, and Chad Pfau. Kristy Duncan was absent.

The meeting was called to order by Acting Mayor Gary Butala. New members were called forward and Mayor Michael Hyland, and Councilors Melvin Martindale and John Tanner were sworn into office.

Motion by Tanner; seconded by Kimmes to approve the Agenda as presented with the additions under New Business of Engineering Quotations, Job Descriptions, and Assistant Clerk Attendance at Meetings. Motion carried.

Motion by Ziebarth; seconded by Martindale to approve the Consent Agenda including checks as follows: Pre-paids-#25317-25323.....\$2,209.33; Payroll-#25324-#25334...\$3,933.56; January bills-#25335-25357...including 1/7/13-1 through 1/7/13-3..\$56,999.86; and Electronic Transfers-DC12/12-1 and 12/12/12-1 through 12/12/12-3....\$771.41. Motion carried.

Fire Chief: Motion by Ziebarth; seconded by Kimmes to approve the results of the fire department elections as presented at the December 6, 2012, meeting. Motion carried. The Department has received the FEMA grant monies for the installation of the new radios and those involved in the install have been reimbursed.

MSA: Mark Wallis presented a new Master Professional Services Agreement to replace the existing contract dated January 12, 2004. The terms of the contract were reviewed and council questions answered. Motion by Ziebarth; seconded by Tanner to request quotations from other engineering firms. Motion carried. More information was requested about the problems with the recirculation pump system and who may have been liable for repair of the system. MSA will continue to work with city maintenance staff to correct the water distribution system map. More information will be received and reviewed prior to having MSA involved in assessing the storm water drainage system.

Water Operator: WLSSD will be here on January 16, 2013, to review I & I and FOG requirements. The heater in the well house has burned out again and will need to be repaired. Problems with the heater may be linked to high voltage from Minnesota Power, and they will be contacted. Guy is checking with the old water tower's manufacture to see if they might be interested in purchasing the tower or if they know of another buyer. Motion by Tanner; seconded by Martindale to allow Guy to negotiate for the sale and removal of the old water tower if reasonable terms can be reached. Motion carried.

Clerk: Information was presented about a new water/sewer billing software that would allow for on-line access to accounts and credit card payments. Motion by Tanner; seconded by Martindale to purchase and upgrade billing software to UBMax. Motion carried with Hyland voting No. The terms for allowing reimbursement for the missed watering rebates were clarified. All reimbursements will be pro-rated to those properties that have changed hands. The Friends of Animals contract approved at the December 6, 2012, meeting was resubmitted by FOA to eliminate some typographical errors in the original contract. Motion by Tanner; seconded by Kimmes to accept the corrected agreement. Motion carried with Hyland voting No. A dog/cat license day will be set at a later time. The Wrenshall Fourth Grade class will once again take part in the Rural Water Association's poster contest. Mike Hyland, Melvin Martindale and Renae House will judge the posters and submit the winning entry for display at the MRWA regional conference. Motion by Tanner; seconded by Ziebarth to execute the Liability Coverage Waiver Form accepting the statutory tort limits as set by statute. Motion carried. Motion by Hyland; seconded by Tanner to allow the Assistant Clerk to attend meetings as a paid employee to present information and reports as needed. Motion carried.

Planning Commission: No meeting was held. Moving to quarterly meetings and setting member pay was once again discussed.

Correspondence from the Carlton Ambulance was reviewed. There being no interest no action was taken. Information on training for new and returning council members is available. Motion by Hyland; seconded by Ziebarth to allow any interested council member(s) to attend training. Motion carried.

Code of Conduct: The proposed Code of Conduct/Ethics was discussed. Motion by Hyland; seconded by Kimmes for the Code to be posted at the City Hall and for all new members to receive copies. Motion carried.

Motion by Tanner; seconded by Kimmes to approve the audit contract with Eikill & Schilling. Motion carried. Quotes from other auditors will be requested for 2014.

Traffic /Signs: Motion by Hyland; seconded by Ziebarth for Melvin Martindale to pursue information on grant monies, securing signage and improving crosswalks to increase safety on County Road 1. Motion carried.

Code Book: The next meeting will take place Thursday, February 21, 2013, at 6:00 PM.

City Appointments: Motion by Tanner; seconded by Hyland appointing Duane Ziebarth as Acting Mayor. Motion carried. Motion by Kimmes; seconded by Tanner to approve all other appointments as set forth on the attached Appointment List. Motion carried.

2013 Fee Schedule: More information will be received and fees discussed in February.

Motion by Ziebarth; seconded by Tanner to increase pay rates for eligible hourly employees by .03% and increase maintenance worker pay to \$13/hour as discussed at budgeting sessions. Motion carried. Motion by Kimmes; seconded by Tanner to set Planning Commission pay at \$50/quarter. Motion carried.

The water line to the One Stop Market is currently undersized and also runs through an adjoining property. Options to solve this problem will be looked into and discussed further.

Review of job descriptions had been added to the Agenda, but was tabled at this time.

Motion by Kimmes; seconded by Tanner to adjourn the meeting 9:50 PM. Motion carried.