



**MINUTES**  
**REGULAR COUNCIL MEETING**  
**October 3, 2017 6:00 pm**

- **CALL TO ORDER:** 6:00pm
- **PLEDGE OF ALLEGIANCE:** Completed
- **ROLL CALL:** Vetsch, Bissen, Albrecht, Pfiffner, Walsh
- **ACTION TO CHANGE AGENDA:** Vetsch added a bill for \$474 from Penguin Management for pagers.

- 1. Consent Agenda:** Bissen requested changes for clarity & accuracy to previous meeting minutes. Motion to approve with changes by Vetsch, Second Pfiffner, unanimous.
  - 1.1 Minutes: September 5, 2017
  - 1.2 Bills Payable Through: September 29, 2017
  - 1.3 Consolidated Balance Sheet: September 29, 2017
  - 1.4 MN/DOT LUP Extension/Agreement, Resolution

**Announcement of result of 9/5/17 Closed session:**

Administrator Blank detailed the unanimous vote to elevate City Clerk Leitzen to permanent status and end probation, along with a unanimous vote to make Chris Oliver City Director of Public Works and increase pay with the promotion. Council also voted 4-1 (Walsh, Pfiffner, Albrecht, Vetsch yea, Bissen nay) to approve a payment in lieu of benefits for maintenance employee Dustin McNamer.

**2. Water/Waste Water/City Engineer:**

Director of Public Works Chris Oliver reported attendance of city maintenance staff for wastewater certification and refresher classes. Oliver also reported the city is below legal levels for lead content in the water system.

**3. Police/ Attorney:**

Police Chief Bob Schuldt reported requests to add more safety infrastructure and curb markers on Main Street. He is working with MNDOT to resolve the issues.

**4. Streets/Maintenance:**

Oliver reported a second bid for the project on 7<sup>th</sup> and Cedar Street. The council discussed a way forward and voted to select the original street repair bid from Dunn Blacktop. Vetsch motion, Albrecht second. Yea: Vetsch, Albrecht, Walsh Nay: Bissen Abstain: Pfiffner.

**5. Park & Rec:** No report

**6. Planning/Zoning/Building Committee:**

Vetsch reported 6 applications for planning/zoning. 4 were approved, one did not need an application as it was not covered by the ordinance, and one is pending DNR contact.

Pfiffner reported from the Building Committee recommendations to the council to invoice Southeast Minnesota Historic Bluff Country for storage space in the new city building at 211 Main St, update & re-open the playground at 211 Main St, encourage city administration to develop a plan for move in and transition to the new building, to allow city administration to set up a formal rental inquiry process for the building, and to have Pfiffner give all future Building Committee reports to the council. The council and the gallery debated the recommendations, and the Council voted to approve all recommendations. Vetsch motion, Albrecht second. Aye: Walsh, Pfiffner, Albrecht, Vetsch. Nay: Bissen. Council also voted to instruct City Clerk Leitzen to post notification with 2-3 days advance of any future Building Committee meetings to the Post Office, City Administration building, and Fire Hall. Motion Vetsch, second Albrecht. Unanimous vote.

## **7. Library:**

Librarian Shari Carlson reported regarding her speaking at the Minnesota Librarian conference and her appointment to Vice Chair of an advisory committee at SELCO. Carlson also reported that she is planning a Halloween activity, and also spoke about the libraries after school programs and planned memoir writing classes.

## **8. Action/Info. Items:** None.

## **9. Community Input/Council Comments**

Linda Lewis spoke thanking the library for its role in the community. Barb Bissen spoke about purchasing new city banners and more decorations for Main Street, and asked the Rec board to help Librarian Carlson with future library activities. Jerry Martell raised a question regarding his donation of a new concrete wall near the west entrance to the city and the condition of the area after a recent MNDOT road improvement project.

Vetsch: Asked about the concrete finishing in front of City Hall. Barb Bissen reported it is finished.

Bissen: None

Albrecht: Suggested a yearly open house for city buildings.

Pfiffner: Reported on a pancake breakfast for the LaCrescent-Hokah School District and reminded citizens to vote in the referendum on November 7<sup>th</sup>.

## **11. Staff:**

City Clerk Leitzen reported a presentation in Caledonia on proposed new election equipment on October 17<sup>th</sup> and asked that the council approve amended Budget meeting minutes for the August 15<sup>th</sup> meeting to include the library's participation. Motion Albrecht, Second Vetsch. Unanimous vote.

## **12. Correspondence:** None

## **13. Next Council Meeting:** November 8, 2017. Moved to a Wednesday as a result of Election Day.

## **14. Items for next Agenda:** MNDOT correspondence

## **15. Adjournment:** Motion Vetsch, Second Albrecht. Unanimous vote. Meeting adjourned 8:10pm.