



MINUTES

REGULAR COUNCIL MEETING

February 7th, 2018 6:00 pm

- **CALL TO ORDER:** 6:00pm
 - **PLEDGE OF ALLEGIANCE**
 - **ROLL CALL:** Vetsch, Bissen, Albrecht, Pfiffner, Walsh
 - **ACTION TO CHANGE AGENDA:** Leitzen requested that the council approve an alcohol/gambling permit for a May 12th benefit function at City Hall.
1. **Consent Agenda:** Motion to approve with changes . Unanimous.
 - 1.1 Minutes: January 2, 2018
 - 1.2 Bills Payable Through: February 2, 2018
 - 1.3 Consolidated Balance Sheet: February 2, 2018
 - 1.4 Hokah Lions – Liquor License: February 10, 2018
 - 1.5 Hokah FD – Temporary Liquor/Gambling: March 17, 2018
 - 1.6 Knutson Benefit – Temporary Liquor/Gambling: May 12, 2018
 2. **Water/Waste Water/City Engineer:**

Leitzen produced two bids for the continued filing of mandated reports at the city’s water & wastewater facilities. The council voted to approve the bid put forth by Chris Oliver of LaCrescent as a part-time employee for the amount of \$1200/month for 10 hours, with any additional hours being paid at Oliver’s previous Hokah wage of \$24/hour. Pfiffner, Vetsch second. Aye: Pfiffner, Vetsch, Albrecht, Walsh. Nay: Bissen.
 3. **Library/City Hall/City Center**

Leitzen produced three bids for electrical updates to the kitchen facilities at the Hokah City Center. The council voted to approve the bid from Graf Electric with a ceiling of \$1500 for the work performed. Leitzen also reported that, due to licensing issues, the Tas-Tee Shoppe currently renting space from the City Center is temporarily closed and plans to re-open soon, and is still paying rent for the space.
 4. **Police/ Attorney:**

City Attorney Wieser spoke regarding the termination of the city’s solar subscription with SolarStone, noting that the company cited Hokah’s small population as reason for termination, along with a misconstrued comment during a recent audit, Wieser said he will be pursuing the issue and will report back. Next, Wieser reported on two items relating to the city’s cell tower: the proposed lease amendment from American Tower through to 2067, and additional RFPs obtained from eight other firms for the land.

The council voted to approve the existing lease amendment to 2067, and to direct the Attorney & Clerk to finalize the contract with the mayor’s approval: Bissen, Vetsch second. Unanimous. By approval of the lease amendment, the council rejected the other proposals received.

Hokah Police Chief Schuldt spoke to the council about replacing batteries and cables to the city’s emergency sirens. The council voted to update the system: Albrecht, Pfiffner second. Unanimous.

Schuldt also mentioned that the city is eligible for the 1033 program which allows cities to purchase items from the federal government, and he would like Fire Chief Vetsch to take the training along with him.
 5. **Streets/Maintenance:**

Walsh opened discussion on the pay rate for emergency snow plowing assistance. The council identified two men who have been helping with the plowing. City Clerk Leitzen noted that tax documents and time sheets will be needed before pay can be sent. The council voted to pay the emergency help at a rate of \$15/hr: Bissen, Albrecht second. Aye: Pfiffner, Bissen, Albrecht, Walsh. Abstain: Vetsch.
 6. **Park & Rec:**

no report
 7. **Planning/Zoning/Building Committee:**

no report

8. Action/Info. Items:

1. Leitzen read a statement from the personnel committee recommending Matt Vetsch for the vacant maintenance position. He also read a statement from the current city maintenance worker recommending Vetsch for the position. The council voted to bring Vetsch on as a full time employee at 40 hours a week at the starting rate of \$21/hour. Motion Pfiffner, Walsh second. Ayes: Pfiffner, Albrecht, Walsh. Nay: Bissen Abstain: Vetsch. The council then voted to approve a replacement for Vetsch on the city council as a full time position with the city precludes him from serving on the council. The council voted to approve the next-highest vote getter from the November 2016 election, Ben Spanjers, to serve on the council until a special election in November 2018: Pfiffner, Albrecht second. Ayes: Pfiffner, Bissen, Albrecht Abstain: Vetsch, Walsh.
2. The council heard from Olivia Niday regarding the Houston County Disaster Mitigation Plan. Ms. Niday broke down the plan and Hokah's individual hazards of flooding, winter storms, summer storms, and drought. Niday asked that the council approve a resolution for the plan at the next regular council meeting.

9. Mayor Comments:

1. Mayor Walsh made the following appointments for 2018: Marilyn Bernsdorf to Library Board, Don Bissen to council rep on Planning Commission, Tara Grattan and Sara Walther to Rec Board, Mike Walsh as council rep to Streets Board, Ben Spanjers as council rep to Water & Wastewater, Dustin McNamer to Forrester, and Cindy Pfiffner as council rep to office & financial. Mayor Walsh created a permanent personnel committee, to be convened at the Mayor's behest, with members Cindy Pfiffner, Rebecca Albrecht, Eric Leitzen, Dustin McNamer, and Michelle Spanjers. The council also voted to approve Cindy Pfiffner as Mayor Pro Tempore: motion Albrecht, second Vetsch. Aye: Albrecht, Vetsch, Bissen, Walsh. Abstain: Pfiffner
2. Mayor Walsh also noted that he would be re-starting the "Meet the Mayor" program to take place on the third Wednesday of every month at the Fire Hall.
3. Mayor Walsh instructed Hokah maintenance workers to prioritize sanding the city alleys and to plow to the house of a property near the Hokah drop-off site.
4. Mayor Walsh raised questions regarding the garbage bins on main street, and the general consensus was to leave the bins where they were, possibly moving them farther back from the curb and finding a better way to empty them.

10. Council Member Comments/Community Input:

Community Input: Barb Bissen raised questions about the accuracy of the information on the city website. Leitzen replied that he had spoken to the webmaster earlier that day and will be sending information to change within the next few weeks. Bissen also raised issue with maintenance needs at City Hall.

Vetsch: accepted his new position as Hokah maintenance worker.

Bissen: none

Albrecht: discussed the 2018 Compass Report and invited those in attendance to Immanuel Lutheran in Caledonia to discuss city needs. Also discussed her attendance at the SEMLM meeting, noting kind words from state representative Greg Davids.

Pfiffner: none

11. Staff:

City Clerk Leitzen requested the council approve a request from former City Administrator Rod Blank to have half of his remaining compensatory time balance spent toward the crosswalk updates on Main Street. The council voted to spend the money in accordance with Blank's wishes: Motion Bissen, Pfiffner second. Unanimous.

12. Correspondence Received:

none

13. Next Council Meeting: March 6, 2018

14. Items for next Agenda: Resolution for Disaster Mitigation

15. Adjournment: Motion Bissen, second Vetsch. Unanimous. 8:16pm