



**MINUTES
REGULAR COUNCIL MEETING
May 8, 2018 6:00 pm**

- **CALL TO ORDER:** 6:06pm
- **PLEDGE OF ALLEGIANCE**
- **ROLL CALL:** Spanjers, Bissen, Albrecht, Pfiffner, Walsh
- **ACTION TO CHANGE AGENDA:**

1. **1. Consent Agenda:** Mayor Walsh requested Zoning & Crosswalk be moved up in the order. Motion Albrecht, Second Pfiffner. Unanimous.

All items listed under the consent agenda are considered routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

1.1	Minutes:	April 3, 2018
1.2	Bills Payable Through:	April 27, 2018
1.3	Consolidated Balance Sheet:	April 27, 2018

2. **Planning Commission / Zoning:**

Police Chief Schuldt spoke first regarding putting in a crosswalk for students at St. Peter's School. After talking to MNDOT, Schuldt reported that the city will need a city resolution in order for the project to move forward. Next, City Attorney Wieser spoke regarding the Public Hearing of the Planning Commission held earlier that evening. The Commission recommended to the council that the Hokah City Center, located at 211 Main St, be zoned commercial. Wieser reviewed the discussion of the Planning Commission with the City Council. Wieser explained the zoning history of the property based on records provided, previous text amendments along with conditional use permits granted by the City to expand the School District use of the building during the building's life as a school and also cited the current city offices and commercial tenants in the building as further rationale and factual basis for the Planning Commission's decision. Hiawatha Valley utilized portions of the building for support offices when the building was utilized as a School. Wieser noted that the existence of a major highway directly adjacent to the building, along with the large parking lot, were additional facts to support the change of zoning for the parcel. The historical use of the property has been high density. Wieser then mentioned that the city could consider re-writing the entire zoning ordinance, but the Commission's recommendation was the best option at this time. After discussion, the Council voted to approve the zoning classification to Commercial incorporating the Findings of the Planning Commission and the Findings discussed by the City Council: Motion Pfiffner, Second Spanjers. Aye: Pfiffner, Spanjers, Albrecht, Walsh. No: Bissen.

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

City Maintenance Worker Matt Vetsch reported he had been in contact with Jim Kochie of Davy Engineering regarding necessary repairs to the Wastewater Treatment Plant. Kochie suggested an exact match to replace a return pump to avoid added expense installing a different model. P&T Electric was contracted by Vetsch to do the install. Kochie also recommended a new sludge pump at the city's older plant to replace the 1950s-vintage pump currently installed. The city voted to approve the new pumps and installation at a budgeted amount of \$17,000, including wiring. Kochie also produced a report from the Minnesota Pollution Control Agency giving approval for the installations.

Return pump: Motion Bissen, Second Spanjers. Unanimous.

Sludge pump: Motion Bissen, Second Spanjers. Unanimous.

Vetsch then reported on the Zone 2 sewer cleaning, along with cleaning at the Treatment Plant. Vetsch asked the council for approval in estimating and replacing a water meter at Thunderbird Mobile Home Park, to which the council agreed. Vetsch then detailed some issues with communication between the city's wells, and said P&T will be looking into it, and said hydrants will be flushed this spring.

4. Library/City Hall/City Center:

Barb Bissen reported on a grant the library had secured to install bike racks at the library, but it would require concrete work to install. Bissen also mentioned issues with the library sidewalk. Council member Albrecht added that this was done through an Arts & Culture grant, and the council voted to have the city workers do the concrete and blacktop work before the end of the summer. Motion Spanjers, Second Albrecht. Unanimous.

5. Police Dept./City Attorney:

Police Chief Schuldt reported on nuisance properties, asking if the council had any to report. Schuldt congratulated the Hokah Forever group for its efforts cleaning up around town, and said he had contacted two of the nuisance properties which had shown a little change in its appearance. Schuldt asked that the city send a letter regarding the properties and asked the council and Fire Chief to look into other possible nuisance properties in town. Motion Spanjers, Second Pfiffner. Unanimous.

Schuldt also reported that the city is behind on pet licenses, and asked if the council could consider an adjustment fee for late licenses at the next meeting. The council agreed.

6. Streets / Maintenance:

Vetsch spoke regarding the purchase of Cartegraph Software for the Public Works Department, saying that it would allow the city to keep track of signs, road conditions, repairs, water infrastructure, and other city infrastructure digitally, replacing the old paper copies. Vetsch, Council Member Spanjers, City Maintenance Worker Dustin McNamer and City Clerk Leitzen attended a webinar for the software, and Spanjers spoke in favor of the software. The council tabled the discussion for a later meeting. Motion Spanjers, Second Albrecht. Unanimous.

Vetsch reported on multiple concrete issues in town, and after lengthy debate the council voted to approve repairs to the fire station: Motion Pfiffner, Second Spanjers. Unanimous.

7. Recreation Board:

Samantha Mullen reported that the pool cleaning day is scheduled for May 20.

8. New Business:

The council asked City Clerk Leitzen to prepare retirement letters for former City Administrator Rodney Blank, and to prepare letters thanking members of Hokah's various boards, commissions, and committees. The council also unanimously approved the city's 2018 liquor licenses.

9. Old Business:

The Council voted to recognize City Clerk Leitzen as a full-time employee and granted him a full-time accrual basis for Vacation, Sick, and Compensatory Time: Motion Pfiffner, Second Spanjers, Unanimous. The council also approved an updated city fee schedule including amounts for renting the Hokah City Center gym and classrooms.

10. Council Member's Comments/Community Input:

Community: Barb Bissen registered a complaint about the current schedule of cleaning city buildings.

Spanjers: none

Bissen: requested repairs to sign near Twin Creeks Golf

Albrecht: Mothers Day event at the Library on Thursday, May 10. Also reported on Library movie night, summer reading program, StarLab presentation, Traveling Yoga, and African Drummer programs.

Pfiffner: requested Child at play sign on Cedar St.

11. Mayor's Comments:

12. Staff Correspondence: City Clerk Leitzen thanked the council for allowing him to attend the Minnesota Municipal Clerk's Institute in St. Cloud.

13. Correspondence Received:

14. Announcements: Meet the Mayor – May 16

15. Next Council Meeting:

16. Items for next Agenda: Sidewalk Resolution, Insurance, Cartegraph Software, Pet License Adjustment Fee

17. Adjournment: Motion Bissen, Second Spanjers. Unanimous. 8:24pm