

# LAKEFIELD CITY COUNCIL MINUTES

January 6, 2020

ADOPTED

**Public Hearing -- Public Hearing** opened at 5:01 p.m. Rasche shared the information concerning the grant program and its use towards firefighter turnout gear. No public comment heard. Motion to close the public hearing at 5:04 p.m., made by **Bakalyar/Hall**, all yes, motion carried.

**CALL THE COUNCIL MEETING TO ORDER at 7:05 p.m.**

**Council Present:** Brian Rossow, Nathan Hall, Bruce Bakalyar, Brent Pavelko, Andrea Monson

**Council Absent:**

**Others Present:** Kelly Rasche-Clerk, Lance Frerichs-Street Foreman, Andrew Konechne – PD Chief, Chad Janssen, Brent Kavitz-S.E.H. Engineer

**Agenda Approval** – Motion to approve the agenda, made by **Hall/Pavelko** all yes, motion carried.

**Minutes Approval** – Motion to approve the minutes of December 16, 2019, meeting made by **Bakalyar/Hall**, all yes, motion carried.

**Accounts Payable** – Motion to approve the payments and the investment and transfer activity with a vendor correction from Bell Lumber to Bellboy Corp (pg 12 of agenda packet), in the amount of **\$301,031.49** made by **Monson/Hall**, all yes, motion carried.

## DEPARTMENT REPORTS

1. **Street** – Blower update. The blower is being repaired. Hope to receive in the next couple of weeks. Looked at the unit HitchDoc makes, it is not compatible with the payloader Lakefield owns. If Frerichs gets an opportunity to see other unit brands in operation, council would like him to view them. Trying snow fencing in the Northridge to keep snow from the street.
2. **Police** – 800 calls for 2019, right at average. Squad 16 has been having some issues. Many of the repairs have been under warranty. It needs new tires; cost will be approximately \$750.
3. **Clerk** – Presidential Primary absentee voting opens January 17; voting will be held March 3.

## SCHEDULED/UNSCHEDULED GUESTS

### *Scheduled*

1. *Mitch Macek – Water/Street Dept employee introduction to council*

### *Unscheduled*

**CONSENT AGENDA ITEMS – council will move any of the below items to the AGENDA if they wish to discuss. The items below may be passed with one, voice vote, motion.**

### **1. Resolutions**

- |          |  |
|----------|--|
| a. 20-01 | Financial Institutions and Signers             |
| b. 20-02 | Offset of Accounts                             |
| c. 20-03 | Allow Wiring of Funds                          |
| d. 20-04 | Allow Prepayment of Accounts Payable           |
| e. 20-05 | Designation of Office Newspaper of Publication |
| f. 20-06 | 2020 Fee Schedule                              |
| g. 20-07 | Accept donations                               |

2. **Annual Board Appointments – Note: there exists a vacancy on the Police Advisory Board**
3. **Annual Council Member Committee Appointments**
4. **2020 Ambulance Positions**  
 Director - Jeremy Fricke                      President - Chelsey Fricke  
 Scheduling - Jan Hawkinson              Inventory/Inspection Specialist - Donna Thaemlitz
5. **2020 Mayor Pro Tem Bruce Bakalyar**
6. **Assess to property taxes**
  - a. 24.303.0420              \$750      Fire Call
  - b. 24.341.0390              \$60        Mowing

Motion to approve the consent agenda items made by **Monson/Bakalyar**, voice vote, all yes, motion carried.

**AGENDA ITEMS:**

1. **Hwy 86 Storm Sewer Televising Quotes** – This project is to view the structural integrity of the storm system under Hwy 86 for MNDOT’s possible participation in Hwy 86 work. Brent Kavitz of S.E.H. shared the quotes. One from Wenner Holdings, LLC as Empire Pipe and one from Hydro-Klean. Motion to approve the quote of Empire Pipe in the amount of \$11,601.10 (alternate 1) made by **Bakalyar/Monson**, all yes, motion carried. The council used the higher total quote as it was felt the lower per unit cost and the experience in Lakefield of Empire Pipe outweigh the minor additional cost.
2. **Street Department Position Hiring** – The personnel committee interviewed four candidates for the position in the street department. Ralph Gomez was the top choice for the position as he has worked for the City of Lakefield in the past in a summer position and has heavy equipment operator experience. He can begin working with minimal training needed. Motion to approve the hiring of Ralph Gomez in the amount of \$18.31(start step of the street maintenance scale) per hour with a start date of March 30, 2020, made by **Monson/Hall**, all yes motion carried.
3. **Sewer Rates in city limits and out of city limits discussion** – The council discussed the sewer rates that are charged to properties that are outside of city limits. Those properties do not provide and property taxes support for the City of Lakefield. Motion to increase the sewer rates for those outside city limits, relative to the rates for water of those outside city limits, the current sewer rate shall be \$6.15 per 1,000 gallons made by **Pavelko/Monson**, all yes, motion carried.
4. **Business District Sidewalk Snow Removal** – Mayor Rossow shared concerns he has heard in relation to the removal of snow from the sidewalks to the gutter where it becomes packed down and turns to ice. When the temperatures warm, ice dams are caused, water cannot flow to the storm system and causes water for customers to walk thru and refreezing issues. Ideas to address this concern include snow must be removed by 5:30 a.m. (before main street is plowed) or pushed all the way to the middle pile; city equipment removes all of the snow from the sidewalks and costs are assessed/billed to the properties; the city bids the snow removal for a private contractor and the cost is assessed/billed to the property owners. It is suggested city reps meet with the Lakefield Business Association to discuss the problems and solutions. The blocks considered in the program are the ones that get snow plowed to the middle piles. Mayor Rossow/staff will discuss with the LBA. No action taken.
5. **Safe Routes to School support letter** – Jackson County Central schools is applying for grant funds to update the current Safe Routes to School plan. The new plan would take into consideration the relocation of the Middle School to the Pleasantview Elementary campus in Lakefield. Motion to send support letter to be included with the Safe Routes to School grant application made by **Bakalyar/Monson**, all yes, motion carried.
6. **Purchasing Policy** – Motion to approve the purchase policy made by **Hall/Monson**, all yes, motion carried.

## **OLD BUSINESS**

### **OTHER BUSINESS**

- 1. Request for door(s) and light fixture(s) from city hall upstairs for new Lakefield business remodel** – a Main Street business owner has inquired about obtaining some of the fixtures that are upstairs of city hall. (doors and lights). Will the council consider this? She would be using these in her main street building remodel project. The council doesn't want to lose any of the older fixtures in the City Hall building currently. Council Pavelko will help her find doors from another location.

### **INFORMATIONAL ITEMS**

- 1. Other Board and Committee Reports**
- 2. School Information as available**

### **ANNOUNCEMENTS**

- 1. Next council meeting TUESDAY, January 21, 2020, at 7:00 p.m. in City Hall.**

Motion to adjourn at 6:15 p.m. made by **Bakalyar/Monson**, all yes, motion carried.

**Attest:**

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**Kelly R. Rasche, Clerk**

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**Brian Rossow, Mayor**