



CITY OF FREEPORT

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May 28, 2013 – City Council Meeting Minutes

A regular meeting of the Freeport City Council was convened at 7:00 P.M. by Mayor Matt Worms with Council Members Ron Ritter, Carrie Goebel and Ken Goebel in attendance (Rodney Atkinson arrived after meeting convened).

Also in attendance: Carol Moorman, Tom Blommel, Joe Hennen, Dan Bueckers and Marilyn Bueckers.

Staff in attendance: Mason Schirmer, Dave Blommel and Jon Stueve.

The Pledge of Allegiance was said by those in attendance.

OPEN PUBLIC FORUM

No public comment was provided.

CONSENT AGENDA

Schirmer said the City Attorney has advised the city to move discussion of the Keith Fischer Assessment Mediation to the end of the agenda, prior to adjournment. K. Goebel moved and C. Goebel seconded a motion approving the Consent Agenda which included the following: Approval of the agenda with the recommended change; approval of the minutes from the April 30, 2013 Regular City Council Meeting; approval of the minutes from the May 11, 2013 Special City Council Meeting; and approval of the claims distributed April 30, 2013 through May 14, 2013. Motion carried 4-0.

Council Member Rodney Atkinson arrived at 7:05 P.M.

OLD BUSINESS

Replacement of Administrative Assistant

Schirmer said the city has received twenty (20) applications for the part-time administrative assistant position. Schirmer said the applications will be accepted until the end of the month, at which time he and Stueve will review applications, interview applicants and present the leading applicant(s) to the City Council for final approval at the regular June meeting. Atkinson asked Schirmer if Council can request more than one or two applicants be presented. Schirmer said Council can ask; however, the personnel policy states that the Clerk-Treasurer does not need to present more than one (1) candidate.

NEW BUSINESS

Public Hearing: Whirlwind Building Components

Worms moved and K. Goebel seconded a motion to open the public hearing. Motion carried 5-0. Worms asked if anyone in the audience had any comments. Atkinson asked how much money the City had received back from Whirlwind in low-interest loan payments. Schirmer said fund balances will be available in the June financial report. Worms said the money received was intended to be used for reinvestment in the community. Atkinson said he felt the project was a

success and was thankful for Whirlwind Building Component's development in the industrial park. Worms said he was appreciative of all the industrial park customers. K. Goebel moved and Ritter seconded a motion to close the public hearing. Motion carried 5-0.

Resolution 2013-016 (Liquor Licenses)

Ritter moved and Atkinson seconded a motion to approve Resolution 2013-016: Annual Liquor License Renewal contingent upon approval from the County Sheriff. Motion carried 5-0.

Hennen said the Freeport Softball Club is hosting a tournament this weekend, and is asking approval of a 3.2% Liquor License. Atkinson moved and Ritter seconded a motion to approve a temporary 3.2% Liquor License for the Freeport Softball Club. Motion carried 5-0.

Resolution 2013-017 (Minor Subdivision Request)

Schirmer said Bueckers had purchased land from the adjacent property owner and is requesting the new land be added to his lot. Ritter moved and C. Goebel seconded a motion to approve Resolution 2013-017: A Resolution Approving Combination of Property Located at 104 2nd Street Northeast. Motion carried 5-0.

Resolution 2013-018 (Minor Subdivision Request)

Schirmer said Blommel will be purchasing land from the adjacent property owner and is requesting the new land be added to his lot. Atkinson moved and Ritter seconded a motion to approve Resolution 2013-018: A Resolution Approving Combination of Property Located at 107 4th Street Northwest. Motion carried 5-0.

Wellhead Protection Plan

Schirmer presented the draft copy of the Part I Wellhead Protection Plan. The Minnesota Department of Health prepared the plan and is requesting that the city formally accept the Part I report. Council reviewed the report. Atkinson asked if there is any grant money available to fund the sealing of wells. Schirmer said money is sometimes available; however, it usually requires a wellhead protection plan be in place identifying the well as a hazard. C. Goebel moved and Ritter seconded a motion to approve the Wellhead Protection Plan, Part I, for the City of Freeport. Motion carried 5-0.

Replace Lawnmower

Schirmer presented an estimate from Freeport Farm Center for the purchase of a new riding lawnmower. Stueve said the current machine is ten (10) years old. Schirmer said the city could either accept sealed offers for the old machine, or trade-in the old machine to the Freeport Farm Center. Worms said the price seems reflective of the price the city originally paid for the machine. Atkinson asked if the city could offer to trade-in the machine for more money than the quoted \$1,000. Schirmer said negotiations would require a closed meeting. C. Goebel said doing a trade-in will eliminate advertising expense and assure the city \$1,000. K. Goebel said advertising could be a burden. Ritter said just to trade-in the old machine. C. Goebel moved and K. Goebel seconded a motion authorizing the trade-in of the old machine and the purchase of a new machine from the Freeport Farm Center.

Open Meeting Law

Schirmer presented a memo from Rinke Noonan regarding the Open Meeting Law. The memo addressed serial communications as well as consequences for violations. C. Goebel said the information was helpful. Atkinson said he was especially interested in the serial communications information. Schirmer said that if any council member has a question they should contact the city office, not each other.

REPORTS

City Engineer, S.E.H. – Dave Blommel

Blommel said the pond berm of Cell #1 has settled, and was likely due to the long winter and the presence of peat moss. Blommel said the issue is not an emergency; however, repairs will need to be made. Blommel said he would research potential funding opportunities from Minnesota Rural Water Association. Blommel said he will be in touch with Schirmer regarding the matter.

Blommel suggested that the city consider authorizing staff to request quotes for the replacement of pumps in each well. Blommel said each pump is forty-five (45) years old and have far exceeded their useful life. Atkinson said he has had concerns regarding the flow of the pump near the creamery. Atkinson asked Blommel about the specifications that will be used in the bid package. Blommel said he would look into further and be in touch with the city, and at this point does not need an authorization.

Blommel said the infrastructure audit has been completed and submitted to KDV.

Blommel recommended considering having the city's ISO rating reviewed. C. Goebel asked if it is best to wait until the new pumps are installed. Atkinson asked C. Goebel to research the impact on commercial insurance premiums in the City of Freeport if the ISO changes.

Public Works Director, Jon Stueve

Stueve said wastewater ponds are being transferred, which is common for this time of year.

Clerk-Treasurer, Mason Schirmer

Schirmer asked if the city is interested in joining the Minnesota Association of Small Cities (MAOSC). Schirmer said the MAOSC is a lobbying organization that represents small communities throughout the state. Worms and Atkinson agreed that being a member of the League of Minnesota Cities is sufficient.

Schirmer said CapX2020 sent out a public notice that work on the new power line along I-94 between Alexandria and Freeport is underway.

Schirmer presented information on a community development presentation sponsored by the Initiative Foundation. Council asked Schirmer to attend. Schirmer said he will attend as long as the scheduling of interviews for the Administrative Assistant position does not get in the way. Atkinson suggested sending the information to the EDA.

Schirmer said he is working on assembling a list of the city's assets, other than infrastructure, to submit to KDV. Schirmer said the EDA has asked him to review the organization's bylaws

regarding membership. Schirmer said Xcel Energy contacted the city recently to inquire about potentially constructing a new substation on the edge of town. Atkinson suggested Schirmer ask K. Goebel about a vacated street on the edge of town. Schirmer said he will be updating the city cell phone plan and will be seeking reimbursement for text messaging; in total the city will be paying less for phone services than presently. Schirmer said he will be enrolling in the Minnesota Government Finance Officers Association (MGFOA) and the Minnesota City/County Management Association.

Keith Fischer Special Assessment Mediation (Closed Meeting)

Worms moved and C. Goebel seconded a motion to close the regular meeting on advice of counsel. Motion carried 5-0. Meeting closed at 9:08 P.M.

Worms moved and K. Goebel seconded a motion to reopen the regular meeting. Motion carried 5-0. Meeting reopened at 10:10 P.M.

OTHER

Worms asked all council members to please refrain from using their phones. Worms said this is time you have dedicated to the tax payers of Freeport. Atkinson said he is not going to be able to comply with the request. Worms asked Atkinson to not disturb the council during a meeting. Atkinson said he respected the request.

ADJOURNMENT

At 10:15 P.M. Worms moved and K. Goebel seconded a motion to adjourn the regular meeting. Motion carried 5-0.