



CITY OF FREEPORT

125 Main Street E – PO Box 301 – Freeport, MN 56331 – 320-836-2112 – FAX 320-836-2116
For TTY/TDD Users 1-800-627-3529 or 711 Minnesota Relay Service www.freeportmn.org

August 26, 2014 - Meeting Minutes

A regular meeting of the Freeport City Council was convened at 7:03p.m. by Mayor Matt Worms with Councilmembers Ken Goebel, Ron Ritter, Carrie Goebel and Rodney Atkinson present.

Staff in attendance: Clerk-Treasurer Mason Schirmer and Public Works Director Jon Stueve.

Residents in attendance: Ben Eittle (312 1st Ave N), Vernon Fuchs & Andrea Ramacher (720 1st Av N)

Others in attendance: Carol Moorman (Melrose Beacon), Lisa Schirmer (St. Martin, MN)

Public Hearing on the adoption of Ordinance 2014-003 (re: city code section 200)

Worms moved and C. Goebel seconded a motion to open the public hearing. Motion carried 5-0. Public hearing opened at 7:04pm.

Schirmer provided a summary of what the proposed changes are.

C. Goebel moved and K. Goebel seconded a motion to close the public hearing. Motion carried 4-0 (Atkinson made no sign).

Approve Agenda

Schirmer recommended adding 'i. Property Maintenance' to new business and said Worms asked for claim 1540 to be removed from the consent agenda. Schirmer recommended adding claims 1564-1566 to the consent agenda. Ritter moved and K. Goebel seconded a motion to approve the agenda with the proposed changes. Motion carried 5-0.

Consent Agenda

Schirmer said the word 'Stearns' was misspelled within the July 29 meeting meetings and will be corrected. C. Goebel moved and Ritter seconded a motion to approve the consent agenda that includes a) 7/29/14 meeting minutes; b) claim 1533 – 1539 and claim 1541 – 1563; c) Clerk-Treasurer Report; and d) 2014 Budget Amendment 18. Motion carried 5-0.

Old Business

Resolution 2014-020 (re: blanket easement at 215 1st Ave N)

C. Goebel moved and Ritter seconded a motion to approve Resolution 2014-020 A Resolution Confining Utility Easement Commencing At The Southeast Corner of Lot One Block Two In The City of Freeport. Motion carried 5-0.

New Business

Resolution 2014-021 (re: city code section 200)

K. Goebel moved and Ritter seconded a motion to approve Resolution 2014-021 A Resolution Approving Ordinance 2014-003 Entitled “An Ordinance Repealing And Replacing Section 200 Of The Freeport City Code Relating To Council Rules And Procedures” And Providing For Authorizing Summary Publication Thereof. Motion carried 5-0.

Resolution 2014-022 (re: city code sections 200-210)

C. Goebel moved and K. Goebel seconded a motion to approve Resolution 2014-022 A Resolution Calling For A Public Hearing On Ordinance 2014-004, Entitled “An Ordinance Repealing And Replacing Sections 205 And 210 Of City Code Relating To Salaries Of Elected Officials And City Elections.” Motion carried 5-0.

Stearns County Assessing Agreement

K. Goebel moved and Ritter seconded a motion to approve Agreement For Property Assessment Services Between The County Of Stearns And Freeport City. Motion carried 5-0.

Fire Department Recommendation

Schirmer said the city received two applications from individuals wanting to serve on the fire department. Schirmer said each of the applicants was provided an interview and that the fire department recommends appointing the individuals to the fire department when spots become available.

Atkinson said he opposed approving appointments when spots are not available and said the city should accept the recommendation however the applicants should be notified that the department has no vacancies at this time.

Schirmer said last fall fire department members expressed their disapproval of the officer selection process and that council could appoint a temporary committee to research fire department procedures relating to appointment of members and officers and make a proposal to council.

Worms said the fire department members should recommend changes. Council agreed to not appoint any new members since no spots are available and said they are willing to consider changing procedure if the fire department proposes changes.

Park Improvements

Schirmer said a resident recently asked when the park within the Welle Addition would be developed. Schirmer said according to the September 26, 2004 Development Agreement for Welle’s County Acres Plat Two, the developer dedicated the park to the city as well as contributed \$4,555.60.

Worms said people ask how to properly access the park area. Worms recommended marking easements. K. Goebel moved and C. Goebel seconded a motion to mark easements to the park. Motion carried 5-0.

C. Goebel moved and K. Goebel seconded a motion to authorize purchasing a new swing for the Northside Park, to replace a broken swing. Motion carried 3-0 (Worms nor Atkinson made a sign).

3-Year Audit Estimates

Schirmer provided estimates for audit services from Abdo, Eick & Meyers as well as Schlenner & Wenner. Schirmer said the city has a history of using Abdo, Eick & Meyers and that they have been easy to work with and they have received no complaints.

Atkinson said Schlenner & Wenner is cheaper. Atkinson moved and Ritter seconded a motion to accept the estimate from Schlenner & Wenner to audit fiscal years 2014, 2015 & 2016. Motion carried 3-2 (C. Goebel and K. Goebel opposed).

Resolution 2014-023 (re: 2015 preliminary budget & levy)

Schirmer said the proposed budget would require a lesser general fund levy than 2014. Schirmer recommended approving a preliminary levy higher than needed, and that the levy can be reduced prior to approval. Schirmer said during the previous meeting, council tabled discussion on the future of the part-time public works assistant position until they had an opportunity to review the budget. Schirmer said council is faced with two questions: 1) does the city want to approve a preliminary budget now or in September; and 2) does the city want to change the status of the public works assistant position to full-time. Schirmer provided a summary of the approximate expenses of changing the public works assistant to full-time, from the information provided by Stueve during the previous meeting.

Atkinson questioned the accuracy of the cost estimate.

Worms moved and C. Goebel seconded a motion to approve Resolution 2014-023 A Resolution Adopting Proposed 2015 Budget And Ordering Certification Of Proposed 2015 Tax Levy To County Auditor. Motion carried 4-0 (Atkinson made no sign).

Request from Carr's Tree Service (re: 440 4th Ave SW)

Schirmer said Brad Carr is asking the city to help pay for the cost of installing drive-over curb along 440 4th Ave SW. Schirmer said Carr claims he was under the impression that the gravel road on the adjacent property was a city alley and only recently learned its privately owned. Carr said to avoid using the gravel road he would need to either 1) develop more of his lot or 2) replace existing curb with drive-over curb. Schirmer said Carr received an estimate of \$1,200 and that Carr is asking the city to pay for 100% however he is open to negotiation.

C. Goebel moved and K. Goebel seconded a motion to reschedule discussion for the September 30th city council meeting to provide time to review zoning standards to ensure compliance. Motion carried 5-0.

Property Maintenance

Schirmer said a resident asked if there is anything the city can do to ensure property owners maintain their property. Schirmer said Building Inspector Dan Marthaler recommends a property maintenance ordinance and said the City of Albany has such an ordinance. Schirmer said a property maintenance ordinance may set standards such as all windows must be free of broken or missing glass, a minimum of 80% of siding must be painted, and roof must be waterproof. Schirmer asked if council would like to consider such an ordinance.

K. Goebel moved and Worms seconded a motion to authorize Schirmer to prepare a property maintenance ordinance for council to consider during the September 30th city council meeting. Motion carried 5-0.

Public Works Director Report

Stueve said the highest offer the city has received for the potential sale of the old plow truck is \$7,600 from Kyle Weet of Evansville, MN.

K. Goebel moved and C. Goebel seconded a motion to approve the sale of the old plow truck to Kyle Weet of Evansville, MN for \$7,600. Motion carried 5-0.

Stueve said he has estimates from Jim Notch Construction and Hennen Lumber for labor and materials to make improvements to the interior of the maintenance shop building. Stueve said the improvements will provide much needed work space. Stueve said the estimates total \$12,689.

Ritter moved and C. Goebel seconded a motion to authorize improvements to be made to the maintenance shop building not to exceed \$13,000. Motion carried 4-0 (Atkinson made no sign).

Stueve asked what is happening with the public works assistant position.

Schirmer said council approved a preliminary levy that can accommodate the change in status to full-time; however, the final budget and levy will not be set until October 28th.

Adjourn

Worms moved and K. Goebel seconded a motion to adjourn. Motion carried 5-0. Meeting adjourned at 8:20p.m.

Matthew H. Worms, Mayor

Mason Schirmer, Clerk-Treasurer