

CITY OF HOKAH, MN

MINUTES

REGULAR COUNCIL MEETING

6:00 PM

August 2, 2011

- **CALL TO ORDER:** At 6:00 pm
- **PLEDGE OF ALLEGIANCE:** Completed
- **ROLL CALL:** Martell, Mullen, Christianson, Scholze. Absent: Fordahl.
- **ACTION TO CHANGE AGENDA:** Administrator Blank added Tobacco License for Cigs Discount Tobacco. 8.6.

1. Consent Agenda: Motion to approve by Mullen second by Martell Christianson abstain rollcall remainder approve.

*All items listed under the consent agenda are considered routine by the City Council and will be enacted by one motion.
If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately*

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|-------|----------------------------|---------------|
| 1.1 | MINUTES | July 5, 2011 |
| 1.2 | BILLS PAYABLE THROUGH | July 29, 2011 |
| I 1.3 | CONSOLIDATED BALANCE SHEET | July 29, 2011 |

2. Water/Waste Water/City Engineer Report : Klingsporn tabled July 2011. Neve Rental W&S

Andrew Klingsporn discusses monthly report that he originally submitted last month that was tabled. He states that he is in need of a new lawn mower. He states he received quotes from two different area businesses, and discusses the benefits of the machines that have been submitted for the quote. Further discussion about trading in existing equipment that would no longer be needed. Council member Martell discusses the current tractor situation. The tractor is broken down and Martell has discussed trading for another tractor. Martell also states that at the budget meeting may be the proper time to discuss both the requested zero turn lawnmower and the tractor. Council suggested Klingsporn contact with the businesses that supplied the quotes and see if they would be interested in taking more surplus equipment in trade on a new machine. Administrator Blank reads to the Council and the description of the tractor of that Council member Martell has received. Total price with trade would be \$8,200. Hundt Implement of Cashton Wisconsin suggests that we remove the loader bracket and any equipment on our current case 1492 tractor before it would be traded in. This price includes delivery and there would be no shop bill regarding our current tractor. Mayor Scholze asked Martell but that the warranty we would receive on this machine. Martell states because it is a used item there would not be a warranty, further added that Hundt Implement it is a reputable firm and believes they would stand behind the equipment. Motion by Martell to approve the purchase of the 1970 Case Tractor from Hundt implement in Cashton Wisconsin and agreement to discuss any zero turn mowers at the budget meeting tomorrow. Second by Christianson rollcall all approve. Blank discusses with the Council that Kathy Neve has approached him asking for an adjustment in her water bill at a rental property she owns. She reports the her renter refuses to pay the bill. The current total invoice: \$ 395.83. Blank informed her that the Council would probably not adjust the invoice under these circumstances, but she asked that it be submitted for review. After discussion the Council decided to not adjust the invoice.

3. Library Report :

Barb Bissen reports that the five Houston County Libraries are meeting next week to discuss what they will be requesting in funding from Houston County.

4. Police Dept. Report:

Discussion regarding the Canoe Landing on Hwy. 16. Chief Schuldt discusses placing a trash can in the area. Klingsporn will look for a proper receptacle. Mayor Scholze discusses Neighborhood Watch. Schuldt stated he was looking into this.

5. Streets / Maintenance Report :

Klingsporn states that Scott Construction is supposed to be in the City this week to complete seal coating. Portions of Ash Street, 8th. Street, Twin Creeks Drive, James, Fremont, and 7th. Street will be seal coated.

6. Recreation Board Report: Benches: 1. Jim Sauer 2. Margaret Bloom.

Mullen asks Administrator Blank if a local Church still plans to do Baptisms at the pool. Klingsporn states he has responded to the email from Blank, but hasn't heard back, but as far as he knows it is still on. Mullen asks Klingsporn to attend the next Rec. meeting. She will let him know the date and time. Blank reports two requests for placement of bench/memorial seat. The first one is for James Sauer. The Hokah American Legion is requesting to place a bench in the Veterans Park, and asks the Council for a \$100.00 donation. The second is by Rita Meehan. She has a treated wood covered bench that she would like to place in Como Falls park in memory of her Mother, Margaret Bloom. Blank states he would like to see both parties make contact with Klingsporn for the placement, location, etc. of these items. Council approved, and further directed a \$100.00 donation to the Jim Sauer fund for the purchase of the memorial bench by Motion of Martell second by Christianson rollcall all approve. Council member Martell offered a private donation of \$100.00.

7. Planning Commission / SHIP / Zoning Report: Dahl Property

Discussion by Kochie regarding the Dahl Property at 55 Main Street. Nick Dahl has made application for a fill permit in the area south of 57 Main Street, The Hokah City Hall. Dahl wishes to extend his parking area. Kochie inquires where the property line is, exiting sewer line location, etc. Kochie states that for the requested 3 to 1 slope, the slope would have to be extended 60 feet beyond the top of the spill. Kochie questions the amount of available space to make this requirement. Blank states that the application is approx. 3,000 cubic yards. He believes there is insufficient information for the Council to make a decision. Martell discusses the property owner below, Mr. and Mrs. William Von Arx, the waters edge issues, etc. Blank supplies Kochie with his file for review, and Kochie will report back to Blank. Discussion regarding notification to the Von Arx's and also Houston County. Todd Olson from the Hokah Planning Commission stated that they told Dahl that any runoff would have to be directed toward the street, not the property on the bottom. Further Blank states he will speak with William Von Arx regarding the application. Kochie further discusses notification of Houston County, vertical control, erosion control, vertical 3 to 1 horizontal. Blank states that Planning Commission Member Chris Peterson asked Nick Dahl to contact Von Arx directly. Blank states he doesn't believe that has happened, because he hasn't heard from Von Arx, and Nick Dahl is not in attendance this evening to ask. Blank asks the Council table this until next month. Motion by Martell, second by Christianson rollcall all approve.

8. Items for Consideration:

8.1 City Hall: Quotes for painting, MN Historical Society exempt local match.

Blank informs the Council the State removed the matching funds requirement from the \$100,000.00 Minnesota Historical Society grant. Further Bissen has obtained two bids for painting repair, the lower from Mike Mitchell for \$550.00. Further Blank reports the insurance adjuster has agreed to replace the front entrance of Library, Administrative Building, and eight windows and screens at City Hall, and the overhead door at the Police Garage due to hail damage. Further Blank reports he has received a letter from Kevin Walther asking that Barb Bissen be in charge of the project at City Hall. Barb Bissen goes on to describe the details regarding the grant, that the City first spends the money, and then reimbursed. Discussion regarding cladding or painting of windows in the City Hall. Bissen is to call Minnesota Historical Society to determine painting or replacement of windows. Bissen asks if she should then proceed with everything. Mayor Scholze states yes if she is willing to proceed. He states if there are any questions to speak with Moen and Blank. Bissen states she bounces many questions off Matt Vetsch, Reid Harris, etc. Martell states Doug and Rod. Bissen again questions again that she has the "go ahead". Reply is yes, and she questions the status on the placement of LP tanks. Martell questions if we could place the tank across the street. Bissen will talk with Houston County regarding this.

8.2 Tractor:

Completed in agenda item #2.

8.3 Insurance:

Completed in agenda item # 8.1.

8.4 Violation of Real Estate. Council Review

Blank reports at the July 2011 council Meeting the Council decided to review the list of Property Owners on their own for compliance to City Ordinance/State Statute. Blank reminds the Council he had supplied the list to them earlier this month via email. Blank goes on to explain the abatement procedure in the City Ordinance. Discussion by Council to send a letter thanking the resident for their efforts, asking that they continue those efforts, and giving them 60 days to correct issues before the City would continue action. Further after discussion, the Council decided to not notify business properties, taking into account efforts already made, and discussed how businesses have been permitted/licensed and sending the letters registered. Further that the information contained in the letter be specific to the property.

8.5 Approval of Snow Removal 2011 Proposals

Motion by Mullen second by Christianson to approve proposal form for 2011/2012 Snow Removal. Rollcall all approve.

8.6 Cigs Discount Tobacco: License.

Motion by Martell second by Christianson rollcall all approve tobacco sales license

9. Old Business:

Administrator Blank states that at the last Council Meeting the Council directed Blank to contact Standish Instant Shade to determine the placement of trees. Further Blank was to have Standish forward a corrected invoice showing sales tax. Blank states he has contacted Scott Standish, who stated that 57 trees were installed on highway right away, three trees at the falls, one at the swimming pool, and one yet to install at the ballpark. Blank states he has met with Mayor Scholze and Andy Klingsporn to determine where all the trees went. Further following that conversation, Blank contacted Mn/DOT. They state they will only pay for trees in the right-away. Blank also states that he discussed with Moen not to pay the invoice. Later Moen stated the invoice had already been paid. Blank reports that Mayor Scholze and Andy Klingsporn stated that they had intended to utilize funding supplied by Pat and Dan Von Arx to pay for the trees planted not on the right away. Further Blank states that Mayor Scholze presented to him a letter from the Von Arx's discussing their donation, and frustration with the procedure. Blank reads the letter aloud, and summarizes the situation. He then turns it to the Council for discussion. Council members questioned the placement of the trees, and the procedure utilized. Discussion centered around better communication generally between everyone, and the Mayor and Council in particular. Mayor Scholze made numerous offers to pay for the trees. Motion by Martell second by Mullen to pay for the trees at Como Falls with funds that have been donated by the Von Arx's, and the remaining funds be reserved for the entrance to the Falls project. Christianson yes, Mayor Scholze opposed. Motion carried.

10. Council Member's Comments:

Council member Martell discusses the repair of the shelter houses in Veterans Park. Martell states that the shelters may be in need of extensive repair/replacement. The Hokah Lions Club is going to examine the situation. Martell states the structure is sound, and not in fear of collapse, but will need more repairs than originally planned.

11. Mayor's Comments:

12. Staff Correspondence:

Lance Ross discusses the Fire Department. The league association requires that they report if the City has to make any contribution to the fund. Ross states that has not occurred. Martell compliments the Fire Department in these efforts. Andy Klingsporn asks the Council for some freedom on our end to make improvements. Blank states that he and Klingsporn would appreciate flexibility in regards to spending for needed items. Council member Martell states we do have that flexibility up to \$500.00. After that, Administrator Blank should contact Council members for items that can't wait for the next Council Meeting.

13. Correspondence Received: None Noted.

14. Announcements: Meetings: Budget August 3 & 10. Council September 6, 2011

15. Items for next Agenda: None noted.

16. Adjournment:

Motion by Martell second by Mullen at 1957. Rollcall all approve.