



**MINUTES
REGULAR COUNCIL MEETING
October 1, 2019 / 6:00 pm**

- **CALL TO ORDER**
- **PLEDGE OF ALLEGIANCE**
- **ROLL CALL:** Martell, Spanjers, Bissen, Walsh Absent: Pfiffner
- **ACTION TO CHANGE AGENDA :** Add Payables to Acentek, Always Redi Mix, Bob Schuldt and PV Business Solutions

1. Consent Agenda: Motion made by Spanjers. Second by Martell. Aye: Martell, Spanjers, Bissen, Walsh. Absent: Pfiffner

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:	
	Sept 3, 2019	
1.2	Bills Payable Through:	Sept 26, 2019
1.3	Consolidated Balance Sheet	Sept 26, 2019

2. **Water/Waste Water/City Engineer Report:** Vetsch informed the Council that Tom was attending water school and would be testing later in the week. Vetsch also noted that Davy has not yet reached out to him on the Water Study. Vetsch discussed the MN Rural Water Association reaching out to him and performing an efficiency audit.
3. **Library/City Hall/City Center Report:** Barb Bissen provided an update on the roof at the Hall. The leak has been fixed but Vetsch also noted that they would need to go back and complete the repair as there are places that could cause problems. Bissen also noted the need for repairs to the parking lot behind the City Hall. Mayor Walsh recommended bringing in some rock.
4. **Police Dept./City Attorney Report:** None.
5. **Streets / Maintenance Report:** Vetsch said they have been working on the sanders so they are ready for the season. Vetsch also noted that he is working with Travis Zenke to find out what needs to be done to fix the sewer pipe in Potters Alley. Mayor Walsh also discussed the need to work on the sidewalk in front of the Fire Station as they are working on the lot in front of the Station.
6. **Recreation Board Report:** None.
7. **Planning Commission / Zoning Report:** Application from Marvin Cleven for a car port was approved by the Zoning and Commission Board as it met all of the setbacks. Spanjers also asked about a list of needed improvements for the city facilities as the Hokah Forever Group would like to help out and for the City to get a plan in place for projects to be completed.
8. **New Business:**
 - 8.1 Community and Economic Development Opportunities: Clerk Martell presented an opportunity to work with the EDA in 2020 on a Grant Project. The pre application fee would be \$1,000 and the grant application would cost \$1,000 and the EDA would administer the project. They discussed funds for improvements to residential, rental property and commercial property but there would also be an opportunity for public facility improvements. The representative from EDA needed to know if the City was interested to move forward with this grant. Spanjers made a motion to move forward with the grant application. Second by Martell. Yaw: Martell, Spanjers, Bissen, Walsh Absent: Pfiffner
 - 8.2 Electronic/Credit Card Payment Processing: Martell presented 6 different options for accepting electronic or credit card payments and included service options and pricing. After discussion Spanjers made a motion to work with Municipay for online payment processing. Second by Martell. Yaw: Martell, Spanjers, Bissen, Walsh Absent: Pfiffner
 - 8.3 Houston County Newspaper: The Houston County News subscription is up for renewal and Clerk Martell asked if there was any reason to continue with the subscription. The group suggested not renewing the subscription.
9. **Old Business:**
 - 9.1 MN Basic Code: Skip Wieser asked if there were any preliminary questions after looking at the example he had sent from the LMC MN Basic Code and he asked how the Council would like to move forward and what the next steps would be. The group discussed the need to make adjustments to the Basic Code to make it fit

the City of Hokah. The Council and staff will review the current city policies and the LMC Basic Code and compile information and a list of questions.

9.2 Sidewalk Ordinance/Policy: Skip Wieser noted that a copy of the most recent sidewalk policy was found and the amendment noted a 50/50 cost split for sidewalk repairs.

10. Council Member's Comments/Community Input:

Martell: None

Spanjers: Noted how great he thinks the new Veterans Memorial turned out and he wanted to thank all those that helped out.

Bissen: None

Pfiffner: Absent

11. Mayor's Comments: Meet the Mayor was held October 16th and it was the best turnout to date. The Mayor noted the importance of communication and also discussed the need to also repair the cement in front of the door at the Fire Station as long as they were working on the lot.

12. **Staff Correspondence:** Clerk Martell provided some information on the Regional SEMLM meeting to be held on October 30th with the LMC Regional meeting. She offered to register for anyone who would like to attend.

13. **Correspondence Received:**

14. **Announcements:**

15. **Next Council Meeting:** The November 5, 2019 will be moved to November 6, 2019 for the Election and a notice will be posted.

16. **Items for next Agenda:** MN Basic Code

17. **Adjournment:** Motion to adjourn at 7:01 PM by Bissen. Second by Spanjers. Aye: Martell, Spanjers, Bissen, Walsh.