

The regular meeting of the Greenbush City Council was held on December 16, 2019, in the Greenbush Library Conference Room at 5:30 pm.

Members present: Council Members Brenda Sather, Dennis Filer, Christine Foss, Eric Etherington

Others Present: Steve Emery, Dustin Fanfulik, Louie Cater, Lenae Cater, Shaun Jevne, Anita Locken

The meeting was called to order at 5:30 pm.

Spruce Valley Concerning 2019 Water Project

There was a change to the depth of the asphalt used in the project. The plans called for 4" of asphalt to be laid down, but this amount changed when the county asked us to put in 5". This street is a county street so we need to follow their requests. This change was missed in the final pay estimates. All estimates were signed off on and paid before this issue was found. The difference in cost to the city is \$7,577.00.

M/S/P Dennis Filer/Eric Etherington to approved the revised final estimate including the \$7,577.00 for the 2019 Water Project.

In Favor- Brenda Sather, Dennis Filer, Christine Foss, Eric Etherington

Fire Department

Fire Chief Jenson provided the council with updated costs for the 911 Mapping laptops for the fire trucks. The cost is approximately \$7,091.00 per laptop purchased. There is also an annual cost of \$1,078.00. The plan is for 2 fire trucks to have these laptops. The county is paying for some of the cost. Right now, the county has a discrepancy as to what they are paying. One set of county board minutes states that they will be paying for 2 equipment for 2 vehicles and another set of minutes states that they will pay up to \$6,000.00 per vehicle. Fire Chief Jenson also let the council know that the plans for the proposed addition to the fire hall have been completed. At this time the plan is to let bids on the project in either January or February.

M/S/P Eric Etherington/Dennis Filer to approved the proposed fire hall addition plans be put out on bids.

In Favor- Brenda Sather, Dennis Filer, Christine Foss, Eric Etherington

Fire Chief Jenson also requested that the excess fire call revenue be transferred to the fire equipment fund.

M/S/P Dennis Filer/Eric Etherington to approved the transfer of excess fire call fee revenue from the General Fund to the Fire Equipment Fund.

In Favor- Brenda Sather, Dennis Filer, Christine Foss, Eric Etherington

Elderbush Board Nominations

M/S/P Christine Foss/Eric Etherington to approved the nominations of Bernard Nelson, Angie Truscinski and Jody Kirkeide to the Greenbush HRA Board.

In Favor- Brenda Sather, Dennis Filer, Christine Foss, Eric Etherington

2020 Rates and Fees

The recommended rate and fee changes are:

Residential and Commercial Water Base Rate increase to \$26.50 from \$26.15

Consolidate the Landfill fee with the Residential and Commercial garbage rates and eliminate the landfill fee.

Residential garbage rate, single occupant increases to \$14.75 from \$14.00 (this increase includes the 50¢ landfill fee).

Residential garbage rate, 2 or more occupants increases to \$17.50 from \$16.75 (this increase includes the 50c landfill fee).

HRA Garbage rate increases to \$65.00 from \$60.00.

The commercial garbage rate changes to EDUs at the rate of \$19.50 per EDU.

The quarterly water fee increases to 81¢ from 53¢ per month. This is a state mandated fee.

Reduce the mosquito control fee from \$1.25 per month to \$1.00 per month.

Increase chainsaw rate to \$65.00 per from \$60.00 per hour.

Increase all equipment rate to \$85.00 per from \$90.00 per hour.

Increase Labor Maintenance General rate to \$50.00 per from \$45.00 per hour.

Increase the Club Liquor License to \$300.00 from \$100.00.

Reduce the On-sale Liquor license from \$1,100.00 to \$500.00.

Increase the fire call fee to \$500.00 per call minimum from the \$250.00 per call minimum.

Increase the Electric site camping fee to \$20.00 per night from the \$15.00 per night.

Increase the shelter rental rate to \$40.00 per day from the \$25.00 per day. The fee is to be charged whether they use the restroom or not.

M/S/P Christine Foss/Eric Etherington to approved the 2020 Rates and Fees as discussed.

In Favor- Brenda Sather, Dennis Filer, Christine Foss, Eric Etherington

6:00 pm

M/S/P Christine Foss/Dennis Filer to convene the regular meeting so the Truth in Taxation meeting can be held. The regular meeting will reconvene after the Truth in Taxation Meeting.

In Favor- Brenda Sather, Dennis Filer, Christine Foss, Eric Etherington

Truth in Taxation Meeting

Members present: Council Members Brenda Sather, Dennis Filer, Christine Foss, Eric Etherington

Others Present: Craig Wensloff, Mike Auguston, Shaun Jevne, and Anita Locken

The preliminary 2020 overall levy was set at \$325,819.33. This was an increase of \$52,638.33 or 19%. The majority of this increase was due to the addition of another full-time employee for the public works department. Today the proposed 2020 overall levy is at \$305,019.33. This is an increase of \$31,838.33 or 11.6%. This is due to an increase of the overall budget expenses. The biggest increases in the budget are for wages, costs associated with wages, general expense increases, and upcoming street projects.

This meeting had individuals in concerned about the proposed increase. It was explained to them about the decrease in the levy. These individuals also had large increases to their taxable market value. That number is set by the county and not the city. Large increases to a properties taxable market value usually results in a larger percentage of increase on the overall taxes than the percentage of the levy change.

M/S/P Dennis Filer/Eric Etherington to adjourn the Truth in Taxation meeting and reconvene the regular meeting.

In Favor- Brenda Sather, Dennis Filer, Christine Foss, Eric Etherington

The regular council meeting reconvened at 6:12 pm

2020 Wages

M/S/P Dennis Filer/Eric Etherington to increase Shaun Jevne & Anita Locken's wages by 8%, Chad Rud's wages by 3%, Geraldine Nubson to \$15.00 per hour, and summer help by 3%.

In Favor- Brenda Sather, Dennis Filer, Christine Foss, Eric Etherington

Performance Awards

M/S/P Eric Etherington/Christine Foss to approved performance awards to the following employees: Geraldine Nubson-\$100.00, Chad Rud, Anita Locken and Shaun Jevne- \$250.00.

In Favor- Brenda Sather, Dennis Filer, Christine Foss, Eric Etherington

Health Insurance

M/S/P Dennis Filer/Eric Etherington to approved the change to her personnel policy as follows:

Health Insurance:

The City provides health insurance coverage for full-time employees only. The city will pay 100% of the single premium cost, any employee with a family policy will have to pay the cost difference between the single premium and family premium. Employees are eligible for health insurance the first day of the next month after the date of hire.

In Favor- Brenda Sather, Dennis Filer, Christine Foss, Eric Etherington

Multi-Use Trail- MN DOT TA Funding

The city has been asked by the MN Department of Transportation to complete a full application Transportation Alternative Funding to be used for the Multi-Use Trail. As part of this application the city needs the county to pass a resolution of sponsorship and the city has to pass a resolution stating they will maintain the trail. The county will be the fiscal agent for this project if we are awarded funding. They would receive the funds and just pass them along to the city. They will not be required to pay for any portion of the trail. The full application is due January 3, 2020.

M/S/P Eric Etherington/Dennis Filer to approved Resolution 2019-24 for FHWA Facility Maintenance.

In Favor- Brenda Sather, Dennis Filer, Christine Foss, Eric Etherington

2019 Water Project

After the assessment roll was approved in November it was found that the Roseau County Coop Association (RCCA) parcel that is listed on the assessment roll is not in city limits. That means that the parcel cannot be assessed. The county made a mistake on this parcel's id number in 2000 when it was deeded to RCCA. Another discrepancy was found in the costs that were listed as assessable. The county, city and CHS all shared the cost to change Old Hwy 11 by the CHS elevator so the water flows away from the street instead of pooling on the street. The city received payment from the county and CHS for their share of this work. Those funds were not removed from the costs that were assessed. The assessment cost of the front footage is changing from \$32.56 per front foot to \$35.20 per front foot. Due to the changes that need to be made to the assessment roll the city attorney recommends that the city start the assessment process over with the assessment hearing.

M/S/P Christine Foss/Dennis Filer to approved Resolution 2019-25 for Hearing on Proposed Assessments.

In Favor- Brenda Sather, Dennis Filer, Christine Foss, Eric Etherington

2020 Main St N Water Project

No update on this project.

Proposed 2020 Budget

Council was given the updated budget needs to 2020. These changes reflected the increases needed to cover expenditures similar to what has been occurring in the last 3 years. These changes also replace the needed funds in

the street repair line item. The city has identified \$405,806.00 in projects including: MN Ave W overlay, Old Ridge Road overlay, Street Lights on Main Street, Main St and Main St N overlay and alley reconstruction.

M/S/P Eric Etherington/Dennis Filer to approved Resolution 2019-26 approving budgets.

In Favor- Brenda Sather, Dennis Filer, Christine Foss, Eric Etherington

Request to Pave the Alley behind the CC

The public hearing for the assessment of paving the alley will be held at 5:00 on January 21, 2020.

City-County/Shop

The county has concerns about alcohol being served in the new shop. The council needs to decide whether they want to allow alcohol in city buildings. If council does want to allow alcohol then that decision needs to go back to the county to figure out what needs to happen for all parties to be legal covered from the liability.

Pool House

We are waiting on bids from contractors.

Small Cities Development Grant Application

The city just received word that the Small Cities Development preliminary grant proposal has been approved and a full grant application will need to be submitted. This grant application is for the Main Street reconstruction, residential housing rehabilitation, commercial rehabilitation and rental rehabilitation. The full grant application has to be submitted by February 28, 2020.

Citizen Complaints/Concerns

Committee Reports

Public Works Report- Cameras for the compost site still need to be installed. We have recently had an air conditioning unit disposed of at the site. Council was also provided a work order report for review. The city recently received a Notice of Violation from MN Pollution Control Agency. The violation was for not following proper procedures when completing an emergency bypass of the wastewater system and for late DMR reports. The corrective action for this violation requires that the city submit to MPCA a Standard Operating Procedure that details what steps will be taken in the event of any unauthorized discharges to waters of the state and the environment and updated Inflow and Infiltration (I & I) Plan that shows what the city is doing to reduced the I & I that is occurring in our system. These plans and procedures need to be in to MPCA by the end of this month. Council wants the wastewater standard operating procedures and the inflow and infiltration plan put on the January agenda. These plans and procedures need council approval.

M/S/P Dennis Filer/Eric Etherington to approve the initial draft of the wastewater standard operating procedures and the initial updates to the inflows and infiltration plan so they can be submitted to MPCA before the deadline.

In Favor- Brenda Sather, Dennis Filer, Christine Foss, Eric Etherington

Personnel Committee- the personnel committee needs to schedule a meeting to review policies.

Consent Agenda

M/S/P Christine Foss/Eric Etherington to approve the consent agenda items with revised bills and minutes (Minutes/Bills-Revised/Receipts).

In Favor- Brenda Sather, Dennis Filer, Christine Foss, Eric Etherington

Upcoming Meetings:

- Regular Council Meetings: at 5:30 pm, Tuesday, January 21st, Tuesday, February 18th and March 16th

The meeting was adjourned at 7:31 pm.

Brenda Sather
Mayor

Anita Locken
Clerk-Treasurer