

The regular meeting of the Greenbush City Council was held January 22, 2018 in the Greenbush Library Conference Room at 5:30 pm.

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

Others Present: Randy Jenson, Ryan Bergeron, Anita Locken

Meeting was called to order at 5:30 pm.

Oath of Office was administered for Brenda Sather, Christine Foss, Shawn Walsh

Public Hearing for Zoning Ordinance Changes

The purpose of this public hearing is to consider the proposed amended to Ordinance No 80- Zoning.

The change to the ordinance is to clarify how ordinance violations are dealt with. It lays out the steps in handling violations. No one was in to comment on the amendment.

The public hearing ended at 5:33 pm.

Fire Department

The fire department would like to have an AED available in the fire hall and on one of the fire trucks. Heart attacks are one of the largest risks to firemen. Fire Chief Jenson would like to have the expenses for one of the AEDs covered by the general fund under the safety budget and for one to be covered by the FD Equipment Fund. The cost per AED is \$1,700. Council told Fire Chief Jenson that was acceptable and for him to order them.

The firemen have been discussing a possible addition of a lean on the fire hall. The lean would be on the east side of the building. The lean would be used as cold storage for the grass rigs and the snowmobile. Other items they have also discussed are: new tank on the tanker truck, replacing the pumper truck. The department does not have any set long term plans at this time.

Usually when the fire call revenues exceed the fire department expense council will allow those funds to be transferred to the FD Equipment fund. There is an excess of \$1,130 for 2018. Fire Chief Jenson was wondering if council would approve that transfer of funds. Fire Chief Jenson was also wondering if council would approve a transfer of funds for the excess fire equipment that was sold in 2018. The city received \$1,300 for that equipment.

M/S/P Eric Etherington/Dennis Filer to approve the transfer of \$1,130 from the General Fund to the Fire Department Equipment Fund.

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

M/S/P Eric Etherington/Dennis Filer to approve the transfer of excess fire equipment sales funds in the amount of \$1,300 from the General Fund to the Fire Department Equipment Fund.

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

The fire department had Tony McLean resign and 2 other firemen were brought on. Those firemen are Bryton Foss and Josh Kern.

Fire Contracts

The township fire contracts expired in December 31, 2018. New contracts need to be entered into with the townships. The goal of the income from the fire contracts is to have half of the expenses covered by the townships. The majority of the fire calls come from the townships. The fire chief is recommending that we increase the annual

contract amount by \$200. The Township of Lind and the City of Strathcona contracts would only increase by \$100. The reasons for this are because we only cover half of Lind Township and the City of Strathcona is a very small area. The reason for the increase to the contracts is that the fire department budget needs to be increased to cover expenses. The increase to the budget can be discussed when the 2020 budget is being reviewed. Clerk-Treasurer Locken would like for the contract length to be extended to 5-year contracts. At this time the contracts are for 3 years.

M/S/P Dennis Filer/ Eric Etherington to approve the proposed contract amounts starting in 2019 and that the contract length is to stay at 3 years.

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

2019 Engineer Agreements

M/S/P Eric Etherington/Christine Foss to approve 2019 Engineering Agreements with Widseth, Smith & Nolting.

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

MN Department of Transportation 10-year plan

The MN Department of Transportation sent the city their 10-year plan for projects in northwest Minnesota. Two of the projects on this list will impact Greenbush. In 2024 they plan to reconstruct Hwy 32 from Middle River to Hwy 11. That same year they also plan to reconstruct Hwy 11 in from the corner of Hwy 11 & Hwy 32 over to Old Ridge Road. Darren Laesch from the Bemidji office will be at the March council meeting to give council more details on these projects.

NW Regional Development Request

The NW Regional Development commission is looking for nominations for a council member to sit on their board. None of the council members wanted to be recommended for the board so no recommendation will be sent.

Well 3 Replacement

Tabled until the February meeting.

Annual Business

M/S/P Dennis Filer/Shawn Walsh to approve Resolution 2019-01 Annual Appointment and Miscellaneous business with changes to the committees as agreed upon.

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

M/S/P Eric Etherington/Dennis Filer to approve Resolution 2019-02 Committing Excess Funds.

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

M/S/P Christine Foss/Shawn Walsh to Recognize the voided checks.

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

2018 Budget Updates/Financials

Council was presented the 2018-year end budget information. Some of the departments went over budget and will need to be watched closer in 2019. The general fund did decrease in funds due to the overages.

Potential Changes to Clerk-Treasurer Position

Tabled for the February regular meeting

Job Descriptions

Tabled for the February regular meeting

2019 Wages

M/S/P Eric Etherington/Dennis Filer to approve a 3% wage for the full-time employees. The increase is to be retro to January 1, 2019.

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

Pay Equity

The city has received a Pay Equity Compliance Certification.

1997 Ford Pickup/Building Materials Bids

Ford Pickup Bids: one bid in the amount of \$175 from Jon's Auto was received.

M/S/P Dennis Filer/ Eric Etherington to approve the bid of the 1997 Ford to Jon's Auto for the amount of \$175.

In Favor- Brenda Sather, Dennis Filer, Eric Etherington, Shawn Walsh

Abstained- Christine Foss

Building Materials Bid: the city received 2 bids for the building materials. Waage Post Frame- \$100 and Mark ??- \$401. The last name for Mark is unreadable.

M/S/P Dennis Filer/ Eric Etherington to approve the bid for building materials to Mark ?? in the amount of \$401. The acceptance of the bid is pending clarification on name of the bidder.

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

Zoning Ordinance Violation and Proposed Changes

M/S/P Christine Foss/Shawn Walsh to amend Ordinance 80- Zoning with the proposed changes to Section 10 Violations and Penalties.

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

Potential 2019 Water Projects

Council was also provided a list of all upcoming projects so they can see the new proposed order of completion.

2019 Old Hwy 11 (county to help with asphalt)

2020 Main Street

2021 South Main Street (county will be repaving so we can coordinate the water project with that work.)

2022 2nd St N/Poplar Ave

2024 Hwy 11 from Hwy 32 to Old Ridge Road

FY 2019 Proposed Budget

M/S/P Eric Etherington/Dennis Filer to approve the 2019 proposed line item General Fund Budget.

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

M/S/P Shawn Walsh/Dennis to approve the 2019 proposed Miscellaneous Fund line item budget.

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

City County/Shop

There is no update

Trap Club/Race Park- Deed Changes

The attorney still has sent the deed changes for Don Brekke and the Greenbush Race Park. These deeds change the property lines to the lines that everyone believed them to be.

M/S/P Dennis Filer/Shawn Walsh to approve the deed changes as presented by the attorney.

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

Pool House

Tabled

Street Signs

Tabled until spring.

Community Thrive Grant

The city was not chosen as a Community Thrive grant recipient.

Citizen Complaints/Concerns

M/S/P Dennis Filer/Shawn Walsh to approve a credit for this account back to average usage starting when the leak first started.

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

Committee Reports

Iworq

Tabled for February meeting.

Community Center Ceiling and Light Replacement

Quotes were received from Waage Post Frame and Lieberg Electric for the replacement of the ceiling and lights in the community center. The total cost would be \$13,796. Council tabled this in order to get more quotes.

Wellhead Protection

The MN Department of Health has approved the city's wellhead protection plan.

Consent Agenda

M/S/P Dennis Filer/Shawn Walsh 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, Shawn Walsh

Upcoming Meetings:

- Regular Council Meetings: at 5:30 pm on Tuesday, Tuesday, February 19th, March 18th and April 15th

Meeting was adjourned at 6:47 pm.

Brenda Sather
Mayor

Anita Locken
Clerk-Treasurer