

The regular meeting of the Greenbush City Council was held November 19, 2018 in the Greenbush Library Conference Room at 5:30 pm.

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

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

Meeting was called to order at 5:30 pm.

River's Edge Liquors

Alan Truscinski was not in attendance so council did not discuss this matter.

Elderbush Request

M/S/P Christine Foss/Dennis Filer to approve \$500 towards the Elderbush Christmas party. These funds are to come from the donation fund.

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

Hoffman, Phillip & Knutson Audit Contract

Our auditing contract with Hoffman, Phillip and Knutson expires this year. They are offering a new contract to the city at \$5,500 per year for a 3-year contract or \$5,300 per year for a 5-year contract.

M/S/P Scott Waage/Christine Foss to enter into a 5-year contract with Hoffman, Phillip and Knutson for auditing services.

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

2019 Fireworks

Premier Pyrotechnics is offering a deal on 2019 fireworks if they are prepaid. Last year we prepaid \$5,000. They did charge us for the insurance certificate that we need to provide to our insurance. Other fireworks vendors in MN are booked for the 2019 show. One outfit that might be worth checking into is Northern Lighters. They are a non-profit organization that puts all of your money into the fireworks display.

M/S/P Scott Waage/Eric Etherington to approve prepaying \$5,000 to Premier Pyrotechnics for the 2019 fireworks display.

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

Grants: Community Thrive & Small Cities Development Housing Rehabilitation

The city has been selected as one of the finalists for the Community Thrive grant through NW MN Foundation (NWMF). They will be coming to Greenbush for a site visit on December 11th. The award amount for this grant is \$100,000 along with other services through NWMF. These funds can be used for main street improvements, marketing etc.

John Wynne has completed a housing rehabilitation grant application through the small cities development grant program. This program is through MN DEED. This application could be held off to be included with the grant application for Main Street.

NW Regional Library Board Member Reappointment

M/S/P Christine Foss/Dennis Filer to reappoint Judy Pulczynski to the NW Regional Library board.

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

Final Pay Request for 2018 Water Project

All of the punch list items have been completed for the 2018 water project. The holes in the yard at 237 6th St N have been filled in.

M/S/P Scott Waage/Christine Foss to approve the final pay request from Spruce Valley Corporation for the 2018 Water Project.

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

1997 Ford Pickup/Building Materials Bids

The bid advertisement never made it into the paper so bids will be brought to the next regular council meeting.

Zoning Ordinance Violation and Proposed Changes

Oleg Golovkine is working on removing the building he built on Trina Gust's property. He was told that he needs to get a permit if he is going to build anything. Council was ok with the proposed revision to the zoning ordinance except they would like to see the property owners have up to 30 days to remedy any violations. A public hearing for the ordinance revision can be held in January.

Potential 2019 Water Projects

Council was presented the Report of Feasibility for the 2019 Old Hwy 11 Watermain Replacement project. The total estimated project cost is \$685,495.30. \$225,190.28 is the assessable portion of this project. That gives properties owners an estimated assessment rate of \$55.00 per front foot. There are some properties outside city limits that can't be assessed because of the fact they are outside city limits. Council would like more information as to why they can't be assessed.

M/S/P Christine Foss/Scott Waage to approve the Report of Feasibility for the 2019 Old Hwy 11 Watermain Replacement project and to set the preliminary assessment public hearing for December 17th at 5:00 pm.

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

M/S/P Dennis Filer/Eric Etherington to hold off on the Main Street project until 2020 and to apply for the MN DEED grant for the streetscapes and business rehab.

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

The Main Street project is going to be updated for the MN Department of Health project priority list. It was found that there is a stub watermain on Oak Street that needs to be looped. In order to loop that the project will be extended from the north end of Main Street along CSAH #4 to Oak Street. Another project that could be added to the 2019 watermain replacement project is changing well #3 to a submersible pump and removing the wellhouse.

Robotics Using Old City Shop

Mayor Sather, Council Member Foss, Public Works Director Jevne and Clerk-Treasurer Locken met with the Robotics advisors. A proposed agreement has been drawn up. The proposed agreement has been reviewed by the MN League of MN Cities Insurance Trust. The Robotics team will be monitoring the cardboard recycling instead of the city hiring any one to monitor it. In exchange the city will pay all of the electricity costs for the building. The internet service is

being donated by Wikstrom. The LP costs will be shared between the city and the school district. Part of the agreement is a drawing of what space is utilized by who. The school board will need to approve the agreement. The Robotics team has started cleaning the old shop.

M/S/P Christine Foss/Eric Etherington to approve the Old City Shop Use Agreement as presented.

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

Potential change to the Clerk-Treasurer Position

Still working on job descriptions. Mayor Sather and Clerk-Treasurer Locken are meeting tomorrow to finalize the job descriptions. Mayor Sather would like to have everything ready for the December council meeting.

Cardboard Recycling

Still waiting for the bin to be delivered.

FY 2019 Proposed Budget

The proposed budget was provided to council for review. No changes from council were suggested. The final budgets will need to be approved in December.

City County/Shop

There is no update from the county. The city won't make a payment to the county until the agreement has been updated. Council needs to have the shop committee meet to decide what changes to the agreement should be made. The deed is ready, but we have not received it from the attorney yet.

Trap Club/Race Park- Deed Changes

The attorney has finished the deeds. They have not sent them to us yet.

Greenbush Race Park and Dirt Bike Leases

The leases still need to be signed. A meeting with Eegs has been set up for next week.

Pool House

Working on getting a bid that will allow the work to be completed in the spring.

Street Signs

Public works will work on installing the signs after the Christmas lights have been put up.

Public Works Update

Floyd Dokken would like to hook up to the city water and sewer. Council said no they would not allow him to hook up since the property is outside city limits.

Citizen Complaints/Concerns

Derek Clark had a faulty meter. The meter has been fixed.

M/S/P Christine Foss/Eric Etherington to approve a water credit for Derek Clark in the amount of \$169.72 plus the late fee for one month.

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

Closed Meeting

M/S/P Scott Waage/Dennis Filer to close the regular meeting pursuant to Minnesota Statutes 13D.05 Subd. 3(a) to discuss medical data and or an individual's medical records as governed by Minnesota Statutes 144.29-144.298.

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

Regular Meeting closed at 6:32 pm.

The regular meeting reopened at 6:49 pm.

M/S/P Scott Waage/Eric Etherington to close the regular meeting pursuant to Minnesota Statutes 13D.05 Subd. 3(a) to evaluate the performance of an individual who is subject to its authority.

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

Regular Meeting closed at 6:50 pm.

The regular meeting reopened at 6:58 pm.

M/S/P Scott Waage/Dennis Filer to put Ryan Ratkovec on a 90-day unpaid leave of absence. He may return to work with a physician's release and a fit for duty test performed by the city's choice of physicians. The leave is effective November 20th.

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

The attorney will be helping with a letter notifying Mr. Ratkovec of the council's decision.

Committee Reports

Consent Agenda

M/S/P Scott Waage/Dennis Filer 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, Scott Waage

Upcoming Meetings:

- Regular Council Meetings: at 5:30 pm on Dec 17th, Tuesday, January 22nd, and Tuesday, February 19th
- Public Hearing for 2019 Water Assessment Project at 5:00 pm on December 17th
- Truth-in-Taxation Meeting: December 17th at 6:00 pm

Meeting was adjourned at 7:07 pm.

Brenda Sather
Mayor

Anita Locken
Clerk-Treasurer