

The regular meeting of the Greenbush City Council was held on September 16, 2019, in the Greenbush Community Center at 5:30 pm.

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

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

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

Main Street Revitalization Grant

John Wynne is continuing to work on the city's Small Cities Development grant application. This application will include the Main St streetscape, business rehabilitation, residential housing rehabilitation, and rental unit rehabilitations. Due to a MN DEED requirement, the city cannot start the engineering process for the street work until the grant has been awarded. Due to that requirement the city will not be able to complete the Main St revitalization until 2021.

Main St N Project

The Main St N project covers Main St from Hwy 11 to County Road 4, East on County Road 4 to Oak St and a short way down Oak St. This project will replace the existing water mains and loop the Oak St water main to the rest of the system. This project has made the MN PFA intended use plan (IUP). Since this project made the IUP list, it is eligible for PFA funding. Due to the Small Cities Development grant application the two blocks of Main St from Hwy 11 to MN Ave W are going to be left out of this project. The next step for this project is to have a feasibility report completed.

M/S/P Shawn Walsh/Eric Etherington to approve Widseth-Smith & Nolting to complete a feasibility study for the Main St N water main replacement project.

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

Fire Relief Actuarial Contract

M/S/P Christine Foss/Eric Etherington to accept the actuarial agreement with Hildi Inc Consulting for the 2019 and 2020 years.

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

Roseau County Assessing

The Roseau County Assessor's office is phasing out local assessors and will be completing all assessing in house. This change will happen over the next two years. The city properties will be assessed by the county in 2021. The cost of this assessing will be \$5,601.00 per year.

Property Line Marking

We have had an issue with marking property lines. The property line was mismarked, and it caused a dispute between the homeowners. The city only does this as a courtesy to the residents. Lines marked by city employees are only an estimate and not a legal property line. Most cities do not mark resident property lines. The council needs to decide if they want to continue with this service. They also need to decide if employees can mark platted and unplatted properties or just platted properties. The problem with unplatted properties is that the city does not have the resources to mark them. If the city does continue this service, property owners should have to sign a waiver of liability and hold harmless agreement. Council was presented an agreement to review. Council decided to continue the service. A policy is to be written. Only platted areas will be marked. Unplatted areas will not be marked. Anyone wanting their property lines marked will have to sign a waiver of liability and hold harmless agreement.

M/S/P Shawn Walsh/Eric Etherington agree that the practice for marking property lines will only be to only mark lines on platted properties within the city limits. Anyone having lines marked with have to sign a waiver of liability and hold harmless agreement.

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

M/S/P Eric Etherington/Shawn Walsh to approve the hold harmless agreement as presented in the agenda packet.

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

Lift Station Repair

Lift station two is having pump issues. At the last inspection, the check valves were ok. Now we are having problems with them not closing correctly. Due to them not closing properly a pump was damaged. The quotes for a new pump and valve repair are Electric Pump- \$9,881.55 and MN Pump Works- \$9564.20.

City Attorney Michelle Moren arrived at 5:55 pm.

M/S/P Shawn Walsh/Eric Etherington to accept the MN Pump Works quote in the amount of \$9,564.20 for a new pump and check valve repairs.

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

2019 Water Project

The 2019 water main replacement project is 95% complete. It will be finished by the October meeting. At that time, the engineers will bring the assessment role for this project. The funding through PFA is ready to be completed. The city will receive \$524,573 as a water infrastructure funding grant and \$151,913 as a loan.

M/S/P Eric Etherington/Shawn Walsh to approve Resolution 2019-12 accepting the offer of the Minnesota Public Facilities Authority to purchase a \$151,913 General Obligation Improvement Note, series 2019, providing for its issuance and authorizing execution of a bond purchase and project loan agreement for the note and an additional \$524,573 water infrastructure funding grant.

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

Proposed 2020 Budget

Council reviewed the budget and set the proposed levy amount to be sent to the county auditor. The city sets its budget high in September, so they know that they levied enough to cover costs for the next year. Council can always lower the levy amount in December, but they can never increase it at that time.

M/S/P Eric Etherington/Shawn Walsh to approve Resolution 2019-13 Approving Proposed 2019 Tax Levy, Collectible in 2020. The general fund levy amount is to be \$325,819.33.

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

Request to Pave the Alley behind the CC

This project is still being worked on. This project would not be completed until 2020 due to the time of the year.

Potential Changes to Clerk-Treasurer Position

Tabled

Job Descriptions

Tabled

City-County/Shop

There is no update on this matter at this time. Repairs still need to be completed to fix the roof.

Pool House

The city received no bids for this project. The timing of the project was one of the issues the contractors mentioned. The contractors are to be asked if they would be interested in bidding the project if they are given until the end of 2020 to complete the project.

Employee Matter

M/S/P Christine Foss/Eric Etherington to pass Resolution 2019-14 Closing the Council Meeting.

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

The regular meeting closed at 6:17 pm.

The regular meeting reopened at 6:37 pm.

M/S/P Eric Etherington/Christine Foss that the city council considered termination of Ryan Ratkovec based on documented factors. In lieu of termination, Ryan Ratkovec is to be offered a separation agreement that includes three months of severance pay, no health benefits but that coverage could be covered under COBRA for three months, any accrued sick time, vacation time and comp time are to be paid out. Mr. Ratkovec will have seven days from the time of receiving the separation agreement to consider the agreement. Those seven days are to be paid leave. The city attorney Michelle Moren will have the authority to negotiate the separation agreement with Mr. Ratkovec should he want to negotiate. The city council will meet after eight business to either accept the signed agreement or to move on Mr. Ratkovec's termination.

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

Citizen Complaints/Concerns

One resident had put in a request for a credit due to a spigot being left on in their back yard one weekend. The billing for that usage has not been sent yet. Council wants this request brought back to the next regular council meeting.

Committee Reports

Work order priority levels are being completed on time, and there are not outstanding citizen work orders. The stem center needs to have the concrete aprons for the doors replaced. The estimated cost for this work is \$904.87. Thul Specialty contracting, the company that has been completing manhole repairs, has gone out of business. Key Contracting out of Fargo, ND has similar pricing. Public Supervisor Jevne is still researching cameras for the recycling bin and compost sites. If the package has extra cameras those cameras will be installed at the pool. The pool has been winterized and shut down for the year.

Consent Agenda

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

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

Upcoming Meetings:

- Regular Council Meetings: at 5:30 pm, October 21st, November 18th, and December 16th
- Truth-in-Taxation Meeting: December 16th at 6:00 pm

The meeting was adjourned at 6:51 pm.

Brenda Sather
Mayor

Anita Locken
Clerk-Treasurer