

The regular meeting of the Greenbush City Council was held September 17, 2018 in the Greenbush Library Conference Room at 5:30 pm.

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

Others Present: Jamen Foss, Dustin Fanfulik, Steve Emery, Mary Anderson, Russ Anderson, Shaun Jevne, Ryan Bergeron, Anita Locken

Meeting was called to order at 5:30 pm.

Potential 2019 Water Projects

The MN Department of Health has released their 2019 Project Priority list. This list includes 3 projects that have already been funded, 1 project that met funding levels and 2 projects that did not meet funding levels. The project that met funding levels for 2019 is for water main replacement and looping on Old Hwy 11. This water main is very important to the city since it is the main that feeds water to our water tower. The estimated cost for this project is \$526,765.00. Since the Main Street project did not make the funding list for 2019, one idea is to still complete the Main Street water main replacement and revitalization from State Hwy 11 to MN Ave W. The thought behind this is that PFA would only cover the water main replacement, which is a small portion of this project cost. PFA will not cover any sidewalk or asphalt replacement unless it is being replaced due to the water main replacement. Any other costs associated with the Main Street beautification will need to be funded by the city through another funding source. Right now, we have a lot of positive forward movement in our city and by completing the revitalization on Main Street we can keep that motion going. Council is comfortable moving forward with the Old Hwy 11 project but would like to see some cost estimates for the 2 blocks of Main Street before they make a final decision.

M/S/P Scott Waage/Christine Foss to approve Widseth, Smith & Nolting to complete a feasibility study for the Old Hwy 11 Water Main Replacement and the 2 blocks of the Main Street Revitalization.

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

Airport Development Feasibility

The council was provided and updated feasibility report for the airport development. The conceptual drawing for this report is based on the flood plain in this area. The report shows 69 lots and the total estimated cost is \$4,169,531.25. The development of this area could be completed in phases. No matter how the city decides to move forward with this development there will always be the cost of a lift station. Council will need to look at how they would like to phase this before anymore discussion can be held.

2018 Infrastructure Projects- Assessment Roll

Council was presented the proposed assessment roll for the 2018 water main replacement project. The total assessable costs are \$910,596.02. The city received principal forgiveness in the amount of \$775,647.00. That leave a total of \$134,949.02 that will be assessed to the property owners. The per foot assessment rate is \$28.96. The original estimated per foot assessment was \$77.98. The city does need to hold a public hearing on this before the assessments are sent to the county. The public hearing can be held October 23rd at 5:30 pm.

Resolution for Sale of lot to Minnesota's Community Development Corporation

Chris Burslie is selling his house and needs this to clean up the title work. This should have been passed at the time of the first sale.

M/S/P Christine Foss/Eric Etherington to approve resolution 2018- Resolution approving the sale of Lot 4, Block 3, Oakview Estates Addition, AKA Oakview Estates First Addition to Minnesota's Community Development corporation.

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

iWorq Public Works Software

Council was presented with a proposal to purchase a software package for the public works department. This is a web-based software that has work order capabilities, sewer management, sign management, pavement management and citizen engagement. Basically, the public works department will have all of their information at their fingertips at all times. This software will help get us to the place we have been discussing for a while. This software will also allow a better system for making sure work is being completed on a timely basis. The civic engagement feature will allow the residents to electronically send the city notice of problems they see. The annual cost for this program is \$3,800. The company guarantees that this cost will never go up. There is a one time set up fee of \$2,000. The cost of the program will be split between the public works departments.

M/S/P Scott Waage/Christine Foss to approve the purchase of the iWorq software.

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

Potential change to the Clerk-Treasurer Position

Council was presented with the potential of changing the Clerk-Treasurer position to an Administrator position. At this time the Clerk-Treasurer is basically doing everything in the administrator job description except supervising the public works department. The personnel committee has been meeting to look over the job descriptions and has found that there is a need to have a clear definition of who is supervising. The personnel committee would like for the council to review the information they were presented, so discussion can be held to see if everyone is ok with moving forward with this proposal.

Bids for FD Equipment

Council received one bid for the 1981 GMC Fire Truck and one bid for the 1988 Ford Econo Van. Both bids were from Jon's Auto Salvage.

M/S/P Scott Waage/Eric Etherington to accept the Jon's Auto Salvage bid for the 1981 GMC Fire Truck in the amount of \$875.00.

In Favor- Brenda Sather, Eric Etherington, Scott Waage

Abstained- Christine Foss

M/S/P Scott Waage/Eric Etherington to accept the Jon's Auto Salvage bid for the 1988 Ford Econo Van in the amount of \$425.00.

In Favor- Brenda Sather, Eric Etherington, Scott Waage

Abstained- Christine Foss

Bids for Solid Waste Contract

Council received one bid for the solid waste contract. The bid came from Greenbush Sanitation for \$7,250.00 per month.

M/S/P Scott Waage/Eric Etherington to accept the Greenbush Sanitation bid for solid waste at \$7,250.00 per month.

In Favor- Brenda Sather, Eric Etherington, Scott Waage

Abstained- Christine Foss

Robotics Using Old City Shop

Mayor Sather and Public Works Director Jevne meet with the Andersons to see if the old shop would meet their requirement for a robotics facility. The shop did meet their requirements. The robotics participants are excited to be able to use this facility. The participants are ready and willing to paint the interior of the building. The cost of repairing the sewer is \$3,106.00. More discussion needs to be held on whose insurance will cover the participants while in this facility. The cost of lights, internet and heating for this building run around \$4,800.00 per year. More discussion on who will cover these expenses needs to occur. Mayor Waage, Council Member Foss, Public Works Director Jevne and Clerk-Treasurer Locken will meet with the school to work out more details.

NAPA's Sewer Line

Mayor Sather and Public Works Director Jevne meet with the Lunds to see what the full issue was. It was decided to hire someone to open the ground in this area to see what was going on. The digging found that NAPA's line is not connected to anyone else. The Tribune and the Hair Nook sewer lines do connect. The problem ended up being in NAPA's sewer line. NAPA hired the contractor to fix their problem. We paid for the work to see what the problem was.

Williamson Water in Basement

Mayor Sather and Public Works Director Jevne meet with the Matt Williamson. They found that water is still getting into the basement. They tested the water and this time there was not any fluoride in the water. The sump pump is still not installed properly. The plumbers that Williamson hired said that there were not any breaks in the plumbing. They did not check the foundation to see if there were any cracks in that. This matter is to be taken off the agenda since there is no evidence of the issue being a city problem.

Cardboard Recycling

Council was provided with the draft of the cardboard recycling parameters. The cost of the dumpster from Greenbush Sanitation would be \$325 per dump.

M/S/P Scott Waage/Eric Etherington to proceed with the cardboard recycling as presented and Greenbush Sanitation is to provide the bin for this service.

In Favor- Brenda Sather, Eric Etherington, Scott Waage

Abstained- Christine Foss

FY 2019 Proposed Budget

M/S/P Christine Foss/ Scott Waage to approve Resolution 2018-12 Approving the Proposed 2018 Tax Levy, collectible in 2019. The General Fund levy is to be set at \$273,181.

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

City County/Shop

The city attorney was working on the deed for the city/county shop, but she refuses to complete the deed at this time due to the city not being covered well in the agreement with the county. She wants council to review the agreement and have changes made before she moves forward with the deed. The county has not provided any new information on the accounting of the project.

Trap Club/Race Park- Deed Changes

The attorney is still working on these deeds.

Pool House

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

Street Signs

Public works is waiting for the signs.

Public Works Update

Public Works Director asked if council wanted to repair the sewer line to the old shop since no motion was made on this during the Robotics discussion.

M/S/P Scott Waage/Christine Foss to approve the repair of the old shop sewer line for the cost of \$3,106.00. The work is to be completed by Blooming Valley Services.

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

The county has not replaced the culvert in the driveway to the new shop yet. They have rebid that project. The pool is being winterized.

Citizen Complaints/Concerns

Committee Reports

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, Christine Foss, Eric Etherington, Scott Waage

Upcoming Meetings:

- Regular Council Meetings: at 5:30 pm on Oct 15th, Nov 19th and Dec 17th
- Public Hearing for Wellhead Protection Plan October 15th during regular Meeting
- Truth-in-Taxation Meeting: December 17th at 6:00 pm

Meeting was adjourned at 6:48 pm.

Brenda Sather
Mayor

Anita Locken
Clerk-Treasurer