



**200 Center Avenue South  
Montrose, Minnesota 55363**

**CITY COUNCIL  
MINUTES  
July 12, 2010**

**Pursuant** to call and notice the Montrose City Council met in regular session on Monday, 2010 at 7:00 p.m. Those present were Mayor Andy Kauffman, Council Members Ryan Andreae, Scott Jensen, Sharon Knodel and Jeff Petersen. Also present were Sarah Schwarzhoff, city attorney, Justin Kannas, city engineer, Wendy Manson, deputy clerk, Sean Diercks, public works director and Barb Swanson, city administrator.

**Agenda**

Motion by Jensen, seconded by Knodel to approve the agenda as amended with the addition of the following items: refunding bonds, senior citizens, move special meetings from the consent agenda to news business and Park request for funds. Carried 5-0.

**Consent Agenda**

Motion by Knodel, seconded by Petersen to approve the consent agenda with the removal of item E. Approval of special meeting attendance for Mayor and City Council. Carried 5-0. The approved items are listed below:

- A. Minutes: June 14, 2010, prepared by Barb Swanson
- B. Accounts Payable: July 12, 2010, \$165,794.73, prepared by Wendy Manson
- C. Fire Department Accounts Payable: July 12, 2010, \$10,733.20, prepared by Wendy Manson
- D. Utility Billing Adjustments, prepared by Sheila Salonek
- ~~E. Approval of special meeting attendance for Mayor and City Council~~
- F. Approval of 5/10/10 corrected council minutes: changing 5/20/10 to 5/10/10 and 6/12/10 to /6/14/10.
- G. Corporate Authorization Resolution

### **Northland Securities, Paul Donna**

A workshop was held prior to the council meeting where three scenarios for bond refunding were presented. Three scenarios were presented. Scenario B will provide a lower interest rate, lower bond payment and extend the debt three years.

Motion by Petersen, seconded by Knodel to move ahead with scenario B. Carried 4-1. Opposed: Jensen.

### **Personnel Duties**

Motion by Petersen, seconded by Jensen to disband the Personnel Committee. Carried 5-0.

Motion by Andreae, seconded by Petersen to have staff update the personnel policy with changes for the next meeting. Carried 5-0.

### **Statement re: closed session for 220 Buffalo Avenue South**

Sarah Schwarzhoff, city attorney reported that the City did not make an offer to purchase the property at 220 Buffalo Avenue South.

### **Waste Water Treatment Plan, City of Waverly**

Waverly's attorney contacted Schwarzhoff and requested to met with the city. She also informed Schwarzhoff that Waverly would not provide the information requested by Montrose because it was burdensome.

### **Data Request Policy**

Motion by Andrea, seconded by Jensen to amend the policy to allow an email response indicating the data request had been received. Motion failed 1 -4. Opposed: Kauffman, Knodel, Jensen, Petersen.

Motion by Petersen, seconded by Jensen to accept the policy as written, except for the addition of language that will start the clock when the data request is received by the city. Carried 5

### **City Council Monthly Activities Update**

Mayor Kauffman updated the city council on the activities of the League of Minnesota Cities and the Wright County Mayors Association.

### **Park & Recreation**

Council Member Andreae reported that Park & Rec will hold the 8k and 1k runs during Montrose Days. They will also hold a co-ed volleyball tournament during Montrose Days.

Motion by Andreae, seconded by Jensen to allow Park & Recreation to spend up to \$500.00 for the 8k and 1k runs. Carried 5-0.

Motion by Andreae, seconded by Knodel to appoint Kirk Lomker as Treasurer and Sarah Gierke as Secretary. Carried 5-0.

Motion by Knodel , seconded by Jensen to regretfully accept the resignation of Jen Millard. Carried 5-0.

**Fire Department**

Motion by Knodel, seconded by Andreae to allow the Fire Department to go out for bids for a light rescue. Carried 5-0.

**Fire Relief Association**

Motion by Jensen, seconded by Knodel to approve the Lump Sum I, II, III report. Carried 5-0.

**Clean Up Day Recap**

Sean Diercks reviewed the city's annual clean up day recap.

**Marketing Montrose**

Motion by Petersen, seconded by Jensen to hire Clear Channel at the 12 month price of \$24,700 for 6 months with a review at the end of the 6 months. Carried 5-0.

**Design Standards**

Motion by Petersen, seconded by Knodel to adopt the design standards as presented. Carried 5-0.

**National Night Out**

Motion by Knodel, seconded by Petersen to issue a check to Sylvia Henry for \$319.43 for National Night Out. Carried 4-1 Opposed: Andreae.

**Montrose Seniors Club**

Sylvia Henry reported that the seniors have been meeting for four years.

**Special Meeting Attendance**

Motion by Jensen, seconded by Knodel to provide a report listing council member and meetings attended the prior month. Carried 5-0.

**Local Board of Appeal**

Council Member Petersen volunteered to attend the required training for the Local Board of Appeal on September 9, 2010, if no one else can attend.

**Acknowledgments**

- Mary McCarty for serving on the HCP Steering Committee and Highway 12 Redevelopment Committee
- Jen Millard for serving on Park & Recreation

**Closed Session**

Rolling Meadows: negotiations

Employee Reviews: Sean Diercks

Barb Swanson

Motion by Knodel, seconded by Jensen to move to closed session at 8:45p.m. Carried 5-0.

**Adjournment**

Motion by Jensen, seconded by Andreae to adjourn at 9:50p.m. Carried 5-0.

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Andy Kauffman, Mayor

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Barbara C. Thwing-Swanson  
Administrator/Clerk/Treasurer

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Andy Kauffman, Mayor

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Barbara Thwing-Swanson, Administrator