



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

**CITY COUNCIL
December 13, 2010
MINUTES**

Pursuant to call and notice the Montrose City Council met in regular session on Monday, December 13, 2010 at 7:00 p.m. Those present were Mayor Andy Kauffman, Council Members Scott Jensen, Ryan Andreae, 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 Andreae, seconded by Knodel to approve the agenda with the following additions to the Consent Agenda: \$287.00 payment to Roy Henry for mileage for Senior Citizens, \$2,298.00 payment to Metro Fire for hose, 2011 Maintenance Agreement with Wright County Department of Highways and to New Business: DEED Small Cities Comprehensive Grant. Motion carried 5-0.

Consent Agenda

Motion by Petersen, seconded by Knodel to approve the Consent Agenda as listed below:

- A. Minutes: November 3, 2010, Canvassing Board, prepared by Barb Swanson; November 8, 2010, Council Meeting, prepared by Barb Swanson; November 29, 2010, Budget Meeting, prepared by Barb Swanson
 - B. Accounts Payable: \$240,357.31, December 13, 2010 prepared by Wendy Manson
 - C. Fire Department Accounts Payable: \$1,801.34, December 13, 2010, prepared by Wendy Manson
 - D. Utility Billing Adjustments, prepared by Vicki Sipe
- Motion carried 4-0-1. Jensen abstained.

Truth In Taxation

The city council heard comment from Bob Chantland, Scott Czanstkowski, Evan Siljander and Mark Krotzer related to the 2011 proposed budget and levy.

Motion by Knodel, seconded by Andreae to close the hearing at 7:25p.m.

2011 Levy and Budget

Motion by Andreae, seconded by Petersen to adopt a 0% levy increase for 2011.

Motion carried 5-0.

Woodside Communities

John Solomonson, Woodside Communities, responded to a Request for Council action presented by Joe and Melissa Higgins at the October 2010 City Council Meeting. Following discussion with Solomonson the City Council concluded by consensus that the City would not take any action and would leave the matter to be resolved by the builder and the property owner.

City Council Update

Mayor Kauffman provided an update of his recent activity for the City. He attended the Montrose Early Education Center's ribbon cutting which included Landscape Structures donation of playground equipment; the Key Communicators quarterly meeting and introduction of ISD 877's new superintendent Scott Thielman and League of Minnesota Cities where the legislative activity was finalized including an effort to repeal unfunded mandates for cities.

Fire Department

Job Descriptions

Motion by Knodel, seconded by Petersen to approve the job description for the office of Volunteer Fire Chief. Motion carried 5-0.

Motion by Knodel, seconded by Jensen to approve the job description for the office of Assistance Volunteer Fire Chief. Motion carried 5-0.

Motion by Knodel, seconded by Jensen to approve the job description for the office of Volunteer Fire Captain. Motion carried 5-0.

Fire Chief 2011

Motion by Knodel, seconded by Petersen to appoint Mike Marketon as Volunteer Fire Chief for 2011. Motion carried 5-0.

Resignations

Motion by Petersen, seconded by Knodel to accept the resignation of Allan Torgelson. Motion carried 5-0.

Motion by Knodel, seconded by Jensen to accept the resignation of Joel Ernst. Motion carried 5-0.

Planning & Zoning

Motion by Jensen, seconded by Andreae to adopt Zoning Ordinance Amendment 2010-07 addressing fencing requirements including addition of language that requires a fence placed 24" or less from the property line receive written permission from the neighboring property. Motion carried 5-0.

Public Works

Sean Diercks, Public Works Director, presented two quotes for the purchase of a skid loader.

Farm Rite, \$46,444.45

John Deere, \$48,800.00

Motion by Knodel, seconded by Jensen to purchase a S650 Bobcat from Farm-Rite Equipment of Dassel, Minnesota in the amount of \$46,444.45. Motion carried 5-0.

Codification of City Code

Motion by Knodel seconded by Andreae to allow staff with assistance of the city attorney to codify the city code. Motion carried 5-0.

Assessment of Unpaid Chargers

Motion by Andreae, seconded by Jensen to adopt Resolution 2010-16 allowing the assessment of unpaid charges to the 2011 taxes. Motion carried 5-0.

Utility Rate Increases

Motion by Andreae, seconded by Knodel to adopt Resolution 2010-17 increasing the Montrose water system rates. Motion carried 5-0.

Motion by Andreae, seconded by Knodel to adopt Resolution 2010-18 increasing the Montrose sewer system rates. Motion carried 5-0.

Motion by Andreae, seconded by Knodel to adopt Resolution 2010-19 increasing the Montrose wastewater treatment plant rates. Motion carried 5-0.

2010 Budget Amendments

Motion by Knodel, seconded by Andreae to adopt Resolution 2010-20 amending the 2010 budget. Motion carried 5-0.

Clear Channel

Motion by Andreae, seconded by Jensen to continue with the billboard marketing program. Motion failed 0-5.

Swanson was ask to provide 2011 pricing for the city council.

Credit Card Fee Ordinance

Motion by Andreae, seconded by Petersen to adopt Ordinance 2010-04 charging a fee for all payments made to the City by credit card. Motion carried 5-0.

City Council Retreat

Motion by Knodel, seconded by Jensen to approve the city council retreat for January 29, 2011. Motion failed 0-5.

The council requested further breakout including options and prices.

Public Works Special Meeting

The city council will hold a special meeting to discuss public works items on Monday, January 10th.

Bureau of Criminal Apprehension

Motion by Knodel, seconded by Petersen to adopt Resolution 2010-22 to approve State of Minnesota joint powers agreements with the City of Montrose on behalf of its prosecuting attorney and police department. Motion carried 3-2, opposed Andreae and Jensen.

2010 Donations

Motion by Petersen, seconded by Jensen to adopt Resolution 2010-21 accepting the donations made to the City of Montrose in 2010. Motion carried 5-0.

Water Ordinance

Repeal. No. 10, entitled Water Rates: section F 1, 2, & 3 of Ordinance 2009-06
Motion by Petersen, seconded by Knodel to adopt Ordinance 2010-05. Motion Carried 5-0.

Ordinance Amendment

Ordinance amending Chapter 50: General Utility Provisions

Motion by Jensen, seconded by Knodel to adopt Ordinance 2010-06 adding anything prior to December 13, 2010. Motion Carried 5-0.

Small Cities Comprehensive Grant

Swanson inquired if the city council would consider an application to the Minnesota Department of Employment and Economic Development for an economic development grant. Following discussion Swanson will proceed with gathering more information related to cost, number of applicants, deadlines etc.

Acknowledgements

Thank you to the residents for helping one another during the snow storm on December 10th

Allan Torgelson for time served with the Montrose Volunteer Fire Department

Joel Ernst for time served with the Montrose Volunteer Fire Department

Ryan Andreae for time served as a city council member

Sharon Knodel for time served as a city council member

Adjournment

Motion by Jensen, seconded by Andreae to adjourn at 9:45p.m.

Andy Kauffman, Mayor

Barbara Thwing-Swanson, Administrator