



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

**CITY COUNCIL MINUTES
April 28, 2008**

Pursuant to call and notice the Montrose City Council met in regular session on Monday, April 28, 2008 at 7:00p.m. Those present were Mayor Charlie Nelson, Council Members Cindy Beaton, Andy Kauffman, Sharon Knodel and Jeff Petersen. Also present were Sean Diercks, Public Works Director, Justin Kannas, City Engineer, Kyle Hartnett, City Attorney, and Barb Swanson, City Administrator.

Appointment of EDA Commissioner

Motion by Petersen, seconded by Beaton to appoint Joe DeBauche to the Economic Development Authority. Carried 5-0.

Open Forum

Bob Chantland addressed the city council about corrections to the April 14, 2008 minutes, anonymous information requests and asked for copies of audit related correspondence from the State Auditor's Office.

Agenda

Motion by Beaton, seconded by Petersen, to approve the agenda. Carried 5-0.

Consent Agenda

Motion by Beaton, seconded by Kauffman to approve the Consent Agenda with the following items:

- A. Board of Equalization Minutes 4/08/08
- B. City Council Minutes 4/14/08
- C. Accounts Payable 4/28/08
- D. Employee Reviews: Sheila Salonek, Sean Diercks, Barbara Thwing-Swanson
- E. Job description update: utility clerk/receptionist

Carried 5-0.

Administration

Swanson updated the city council on the 2010 Census and the amount of time city staff has spent on it during March 2008. Twenty-four (24) hours have been spent to update the LUCA (local updates of census addresses) Maps.

Engineer

Motion by Petersen, seconded by Kauffman to authorize advertisement for bids for the 2008 Sanitary Sewer South Interceptor Replacement. Carried 5-0.

Petersen asked why the current line will be abandoned. Kannas stated that there are cracks in the clay pipe causing infiltration, the pipe is sagging and backs up during high flows which may cause a back-up into a home. The present line is very difficult to maintain because the manholes are located in the creek. The new line will be located along the west boundary of Montrose Mobile Manor. As construction nears there will be more information on the web site.

Fire Department

The Montrose Relief Association requested approval from the city council to hold a raffle.

Motion by Petersen, seconded by Beaton, to authorize the issuance of a permit to allow a raffle and to exempt the Fire Department Relief Association from taxes. Carried 5-0.

Public Works

Motion by Kauffman, seconded by Petersen to authorize the preparation of plans and specifications for a public works garage/shed. Carried 5-0.

Seasonal Employees

Diercks will hire Bill Babitz to begin on Monday, May 5, 2008 and advertise for a 2nd employee.

Motion by Petersen, seconded by Knodel, to hire 2 seasonal employees. Carried 5-0.

Kennel License

Jeff Petersen withdrew his request for a kennel license; however, he would like permission to keep his 5 small house dogs.

Motion by Knodel, seconded by Beaton, to allow Petersen to have 5 small house dogs. Carried 4-0-1, Petersen abstained.

Senior Program

Motion by Beaton, seconded by Kauffman, to authorize Swanson to locate a meal program for seniors and to report back to council. Carried 5-0.

Request for Council Action - Anonymous

Motion by Kauffman, seconded by Knodel, to allow city staff to explore a policy to exclude anonymous requests from city council meetings. Carried 5-0.

LMC Board of Directors Vacancies

Swanson informed the city council that the League of Minnesota Cities has vacancies on their Board of Directors.

City Council Calendar

The Montrose City Council will hold a retreat on Saturday, May 31, 2008, from 8:00 - noon.

Adjournment

The Council Meeting was adjourned at 7:42p.m.

Barbara C. Thwing-Swanson
Administrator/Clerk/Treasurer

Mayor Charlie Nelson