

City of Blair Regular Council Meeting Minutes, Monday, December 5, 2016

In attendance: Mayor A. Knutson, Alderpersons – W. Cartrette, C. Ekern, P. Syverson, J. Anderson, T. Wheeler; Alderperson T. Robertson was absent; Attorney A. Robertson, Clerk S. Frederixon and City engineer R. Flege.

Mayor A. Knutson opened the meeting at 7:00 pm

J. Anderson made a motion to amend the agenda to include a building permit from Osgood Family/Motion 2nd by C. Ekern/Discussion – none/Vote: Yes-5 No-0 Motion passed.

Clerk Frederixon verified that ‘open meeting law’ requirements had been met.

Public Comment Session: none

Minutes from Regular Council meeting held on 11/14/2016 were presented: Clerk Frederixon had it reported that some Northwest League teams do practice at the Taylor facility and wondered if we should clarify in the minutes as it was stated that they do not. **Motion by W. Cartrette to approve with the changes discussed related to clarification of Northwest teams practicing in the Taylor facility/2nd by T. Wheeler/Discussion – none/Vote – Yes-5 No-0.**

Clerk informed Council that the Mayor position will also be up for election and that nominations papers were given to current Mayor A. Knutson, who intends to run for reelection.

R. Fraust/City of Blair Water Superintendent reported that City wells # 5 and # 6 have been reviewed by Municipal Pump Corporation and are in need of immediate refurbishing. Recommended to be done in the next 1-2 months. Each pump estimated to cost \$25,000 to \$30,000 to refurbish. This type of maintenance needs to be put on a schedule and done every 5 years and needs to be budgeted for going forward. Also reported was that during a recent “sewer line” video maintenance check it was discovered that 3 sewer joints were in immediate need of upgrades at an estimated \$7,500 for all three. **Motion by W. Cartrette to approve \$67,500 for Well #5 and #6 refurbishing and 3 sewer joint repairs/motion 2nd by T. Wheeler/Discussion – C. Ekern- What is the life span of the joint repair – B. Fraust will research that and report back. Discussion also related to if the City was required to BID this type of expense out – Attorney Robertson researched the State Statutes and verified that if the Council decides this is of an emergent nature they can vote on without BIDS – This Council decided it is of an emergent nature./Vote – Yes-5 No-0. Motion passed.**

Local Business Owner/Operator D. Olson spoke about her interest and wish to revitalize the City of Blair Chamber of Commerce. Council was in support of that and directed her to contact Attorney Robertson and Clerk Frederixon for current information and assistance.

State Trust Fund Loan Applications for TID # 7 and three City current loan refinance applications: Clerk Frederixon recapped the general information that had been presented by City Financial Advisors, Ehlers & Associates at 2 previous meetings (at these meetings the Council was informed of all details of the applications-why and how the City was doing these applications). The Clerk also described the good works the BCPL does with the funds it has from loans. Since this topic had been discussed in detail previously.

W. Cartrette made a motion to approve BCPL State Trust Fund Loan Application Resolution # 12-05-2016A – Finance TID 7 Infrastructure Loan # 05604596 for \$135,000.00/2nd by C. Ekern/Discussion-

none/Roll Call Vote – Wanda Cartrette – Yes; Chris Ekern – Yes; Terry Wheeler – Yes; Paul Syverson – Yes; Jill Anderson – Yes; Tim Robertson – absent/Motion approved.

W. Cartrette made a motion to approve BCPL State Trust Fund Loan Application Worksheet # 05604597-Resolution # 12-05-2016B – Refinance BCPL Loan # 2009060.01 \$142,000.00/2nd by P. Syverson/Discussion – none/Roll call vote – Wanda Cartrette – Yes; Chris Ekern – Yes; Terry Wheeler – Yes; Paul Syverson – Yes; Jill Anderson- Yes; Tim Robertson – absent/Motion approved.

W. Cartrette made a motion to approve BCPL State Trust Fund Loan Application Worksheet # 05604598-Resolution # 12-05-2016C – Refinance BCPL Loan # 2009060.02 \$50,000.00/2nd by C. Ekern/Discussion – none/Roll call vote – Wanda Cartrette – Yes; Chris Ekern – Yes; Terry Wheeler – Yes; Paul Syverson – Yes; Jill Anderson- Yes; Tim Robertson – absent/Motion approved.

W. Cartrette made a motion to approve BCPL State Trust Fund Loan Application Worksheet # 05604599-Resolution # 12-05-2016D – Refinance BCPL Loan # 2009060.03 \$282,000.00/2nd by P. Syverson/Discussion – none/Roll call vote – Wanda Cartrette – Yes; Chris Ekern – Yes; Terry Wheeler – Yes; Paul Syverson – Yes; Jill Anderson- Yes; Tim Robertson – absent/Motion approved.

Pool Committee Chairperson W. Cartrette reported that the Committee continues to meet multiple times per month and is receiving excellent support through donations. Our first publication of monetary donors will be going in area publications next week. The committee shows that they are within \$119,000 of reaching the 75% of goal amount needed to proceed to the next Phase of the municipal pool project.

Combination Water/Sewer & Street Committee Meeting held on 11/21/2016 – Chairpersons C. Ekern and P. Syverson reviewed the options presented by S.E.H. engineering, related to 5 separate resident issues discussed as directed by the full Council. **Motion by P. Syverson to approve Agreement for Services with S.E.H. for 2016 Storm Water Improvements not to exceed \$8,000 and to include the legal description within the \$8,000 amount. /2nd by C. Ekern/Discussion 0/Vote – Yes 5 No 0. Motion approved.**

City wide Storm Water Review Update: R. Flege reported the evaluation was done in two phases, a desktop review of 2 developments, the 2009 Blair Industrial Park Improvements and the 2015 Wildcat Addition, storm water management plans along with a review of available maps. Phase 2 included a filed review of the developments and 4 storm water areas of concern. The desktop review determined that the two developments were designed to applicable standards at the time of construction. Recommendations of maintaining of the basin and drainage ditches. The four areas of stormwater concern reviewed and potential actions that can be taken were presented to the City Water Wastewater and Street Committee for consideration on 11/21/2016, with a report from them later in these minutes.

Main Lift Station Project update: R. Flege reported that project is running behind schedule, but they are closely monitoring and in contact with contractors. Contractors have been made aware of penalties that will be submitted by City of Blair related to delay. S.E.H. has authorized payment of 3 invoices from contractor to be paid. A fourth invoice is not being released for payment yet. An updated schedule was presented to Council members.

Wildcat Residential Development contractor request for payment is recommended for approval by S.E.H./W. Cartrette motion to approve RFP to Gerhke Construction for \$15,270.73/2nd by T. Wheeler/Discussion – none/Vote – Yes – 5 No – 0.

Public Works department request to request bids for an older non- working lawn mower that is just taking up space in shed, request to sell “as is”/ **Motion by T. Wheeler to approve BID requests/2nd by J. Anderson/Discussion – none/Vote – Yes – 5 No – 0**

Annual Hen License presented by Clerk/**Motion by W. Cartrette to approve as presented/2nd by P. Syverson/Discussion none/Vote – Yes – 5 No – 0**

Mobile Home Community Operator License Fee annual review/W. Cartrette question does the permit cover only a single location or multiple location? **Motion by W. Cartrette to increase the permit fee from \$ 25.00 per location to \$100.00 per location/2nd by C. Ekern/Discussion-none/Vote-Yes-5; No-0**

Clerk reported that property @ 144 Mill Road now has a clear deed for D. Nokken and Clerk will work with Mr. Nokken to have the check reissued for payment.

Discussion related to potentially dangerous properties in City that may be considered for ‘razing’ or demolishing. The process was explained by Clerk Frederixon after research done with the County Land management departments. The first step is to identify properties and request an inspection by appropriate County departments. Four properties were identified and approved to be inspected. Council gave verbal approval for Clerk to make arrangements for inspections.

Application from Sportsman Club for Class B Liquor license for February Ice Fishing Contest/**Motion by W. Cartrette to approve as presented/2nd by C. Ekern/Discussion – none/Vote – Yes – 5 No – 0**

Letter to Mayor from 6th grader, L. Frederixon was recapped by Clerk. Lydia suggesting a bakery in town and giving reasons why it and other business would be good/very insightful. Recap of Mayor Response letter explaining all the things the City Council supports to try to help businesses succeed in the City and the hope that more people will become involved in City government and improvements like this student.

Building permit for mobile home placement @ Bunyan Road/**Motion by W. Cartrette to not approve this permit until more information is gathered/2nd by P. Syverson/Discussion – none/Vote – Yes – 5 No – 0**

Clerk report: thank you to Carlyle Helstad, who officially retired from election work after November General Election, for many years of service as an Election worker and Chief Inspector and an excellent job well done; City office is preparing for 2016 tax bills which are expected 3rd week in December; Nice job done by City Public Works guys with Christmas garland and lights; R Ekern was offered the Street Superintendent position and has accepted effective 1/1/2017, the Park Superintendent position will be incorporated in to the Public Works department and City Clerk Office; Thank you to the City of Blair and Council from the Clerk and co-workers, for our positions, wage increases and benefit package; Mayor attended a press conference in Arcadia last week to accept a \$10,000 check from the Wanek Foundation to reimburse the City for all the trees placed in the Park this fall; Police force attended a night shoot training Saturday where 8 full/part time officers attended.

Vouchers presented for review and approval/ Motion by J. Anderson to approve as presented/2nd by P. Syverson/Discussion – none/Roll Call Vote – J. Anderson – Yes; W. Cartrette – Yes; T. Wheeler – Yes; P. Syverson – Yes; C. Ekern – Yes.

Motion to adjourn by J. Anderson/2nd by C. Ekern/Discussion – none/Vote Yes – 5 No – 0.

Susan Frederixon, City of Blair Clerk _____