

City of Blair Regular Council Meeting Minutes, September 12, 2016 at 7:00 p.m.

Mayor Ardell Knutson called the meeting to order at 7:00 p.m. Council attending: P. Syverson, C. Ekern, W. Cartrette, T. Wheeler, T. Robertson, and S. Frederixon-Clerk/Treasurer. J. Anderson – absent.

Open Meeting Law Requirements Met – posted more than 24 hours in advance and in three public places.

Consider an Amendment to the agenda to include: Olson Street culvert issue/possible action and application for payment from Gerke Excavating Inc on Wildcat Residential Development Project/action item. **Motion by C. Ekern to approve amendment to agenda, seconded by T. Robertson. Discussion-none. Ayes-5, Nays-0.**

Public Comment: Alan Robertson concerned about pile of asphalt in park. Brian Jahr concerned about industrial area behind Ekern Collision. Dave Patzner concerned about water issues from street at his Main St. rental house.

Present minutes for approval: Regular Council Meeting 8/1/2016. **Motion to approve minutes by T. Wheeler, seconded by W. Cartrette. Discussion-none. Ayes-5, Nays-0.**

Requests for Street Block off for fundraiser: Wendell Noren Benefit – October 16, 2016. Requesting Gilbert Street be blocked off from Broadway to Pearl for the event. **Motion by W. Cartrette to approve blocking off Broadway as stated and bypassing the open intoxicant ordinance on that section of street for October 16 only, seconded by P. Syverson. Discussion-none. Ayes-5, Nays-0.**

City of Blair financing discussion/plan: Brian Reilly, Senior Municipal Advisor with Ehlers spoke via phone. Brian answered the question of how capitalized interest would work in relation to interim financing. Discussed splitting the financing need into two pieces: one would be a long term State Trust Fund Loan and the other would be interim financing from a bank. **Motion by T. Robertson to direct Brian Reilly to proceed with the finance plan to be approved by resolution at the October meeting, seconded by P. Syverson. Discussion-none. Ayes-5, Nays-0.**

City of Whitehall Waste Water blower damage report: In early August there was severe damage done to a blower at the Whitehall Waste Water plant. It has been proven that this damage was caused by lightning and thus will be covered by insurance.

Residential Subdivision Update: Rebecca Flege spoke on behalf of SEH. Centurytel has finished with their utilities and Gerke will finish with their portion of the project by the end of the month. Gerke has agreed to fix the issues with the current duplex with regard to water runoff.

BIDCO questions about maintenance of lots: The lots have been seeded and are in need of mowing. Travis Armitage will look into using a batwing mower or haybine and will work on a bid with BIDCO.

CDBG Planning Grant: One proposal was received and that was from SEH. Dave Carlson from SEH spoke on four main concerns for the City of Blair: housing, economic development, land re-use and redevelopment, and financial management. SEH will be working on a comprehensive plan update. **Motion by T. Robertson to award the contract for the comprehensive update plan to SEH, seconded by W. Cartrette. Discussion-none. Ayes-5, Nays-0.**

Main Lift Station Update: Dave Carlson from SEH stated that the Clean Water Fund Program changed and a fiscal sustainability plan is needed. The DNR requires this plan and it is 100% grant funded.

Mill Road property update: A. Robertson is still working with Terry Kerwin to properly survey the land.

Nomination of Poll Workers: Lorraine Loken and Dean Dale are nominated for a 1 year term. **Motion by T. Robertson to approve Lorraine Loken and Dean Dale to a 1 year term for poll working, seconded by W. Cartrette. Discussion-none. Ayes-5, Nays-0.**

BPFD Budget information: T. Robertson presented the 2016 budget and the actual costs to date, noting the \$20-25,000 loss difference between the income and expenses. The new 2017 budget reflects about a \$30,000 loss difference. The Town of Preston has been presented with this information as well. He asked that this please be added to the budget discussion for next year.

Committee Reports:

Report on Pool Committee Meeting: W. Cartrette reported on the meetings held on 8/10/16, 8/18/16, and 8/24/16. The capital campaign has actively worked on flyers that are now ready to be printed. Letters will be out to the community within the next two weeks. A sign for the pool campaign has been constructed and will be in the Cheese Fest parade.

Report on Streets and Public Property Meeting: T. Wheeler reported on the meeting held on 8/10/16. Drainage issues were discussed with three City of Blair residents. The City engineers will look into these issues. The City arranged for the Town of Preston to mow the berm and clear the area where the water flows into the culvert under County S. R. Flege from SEH reported that Gerke looked into one of the areas and thought that a beehive structure to discharge water in a different direction would work. Gerke will give us estimates. R. Flege from SEH talked to the County Highway Commissioner, Dave Lyga and several Blair residents to try and get a feel for what was and what has changed with our storm water drainage. SEH proposed a Storm Water Investigation that would evaluate the storm water infrastructure. D. Carlson, also of SEH, talked about programs that are available to help fund this project. The project will have to be budgeted for.

Report of Police and Ordinance Meeting: T. Robertson reported on the meeting held on 8/17/16. Reviewed and discussed the 3rd officer ad and discussed residency rules for this job. The committee recommends that full time police officers live within 20 minutes of the city for emergency purposes. The ordinance would need to be changed in the following ways: 1. repeal 8.06, 2. recreate 8.06 to state that employees of the City of Blair are not required to live within the corporate limits of the City and that full time police officers must live within a 20 minute respond time for emergency purposes, 3. Repeal sections 6.10 and 16.04(5). **Motion by T. Robertson to adopt ordinance as stated, seconded by C. Ekern.** **Discussion** –none. **Ayes-5, Nays-0.** Another discussion was held about the fees and fines structure for the City. The committee would like to recommend that the fines for Public Health Hazards be increased to a minimum of \$50 to a maximum of \$1000.00. The ordinance would need to be changed in the following ways: repeal and recreate 18.05, 18.06 and 18.07 to state a forfeiture of not less than \$50.00 or more than \$1000.00 for each violation. **Motion by T. Robertson to adopt ordinance as stated, seconded by W. Cartrette.** **Discussion**-none. **Ayes-5, Nays-0.** The committee would like to recommend and refer to the Plan Commission the addition to chapter 46 of a \$100 fine for failure to obtain a building permit and making a change in cost and enforcement to the annual Mobile Home Park permit in Chapter 46.

Shoreland Zoning Ordinance: A. Robertson reported that the shoreland ordinance needs updating and should be done by someone with the skills and knowledge necessary. This is a DNR requirement. Robertson has talked to SEH and they have a person who can take care of this. Contract reads “not to exceed \$5,000. **Motion by T. Robertson to approve agreement for professional services, seconded by P. Syverson.** **Discussion**-none. **Ayes-5, Nays-0.**

River Road Reconstruction: R. Flege of SEH reported that per the City’s agreement with HI-Crush the South River road was recently upgraded to an all season road from Hwy 95 to the mainline of the CN railroad tracks. Hi-Crush will pay to improve the road from the rail crossing to their current property line. It is proposed to pulverize the existing asphalt and then place 4 inches of rock for stabilization and shaping and 5 inches of asphalt in two lifts. SEH has proposed 2 options: pulverize and replace road or do a curve correction and replace. **Motion by T. Robertson to refer to Street Committee, seconded by W. Cartrette.** **Discussion**-coordinate with Hi-Crush. **Ayes-5, Nays-0.**

Storm Water Investigation: discussion was held earlier; reference the Street & Ordinance Committee report. Contract reads “not to exceed \$23,000. **Motion by W. Cartrette to approve agreement for professional services for a storm water investigation, seconded by T. Robertson. Discussion-none. Ayes-5, Nays-0.**

Application for Temp. Class “B” License: Blair-Preston Fire Department Beer & Wine Tasting Rib Smoke-off to be held on October 22, 2016 at the Fire Station and Community Center. **Motion by C. Ekern to approve application, seconded by W. Cartrette. Discussion-none. Ayes-5, Nays-0.**

Water/Wastewater Utility Mutual Assistance Agreement: The City of Arcadia is currently in the process of updating their mutual assistance agreements with communities they have worked with in the past. The agreement provides detail as to how communities can help each other if the need arises. **Motion by C. Ekern to approve agreement, seconded by W. Cartrette. Discussion-none. Ayes-5, Nays-0.**

Hen License Application: Brad & Amber Thompson @ 221 West 2nd Street. **Motion by C. Ekern to approve application, seconded by P. Syverson. Discussion-none. Ayes-5, Nays-0.**

Consider Clerk authorization for immediate need of permits: Clerk can give tentative approval to building permits of an emergent nature, with the understanding that the full council still has to approve and that the resident may be subject to a tear down if not approved at a full council meeting. **Motion by T. Robertson to approve authorization, seconded by W. Cartrette. Discussion-none. Ayes-5, Nays-0.**

Building Permits: Charity Baptist Church @ 121 W. Broadway – replace back steps, E. Tulus @ 414 E. Broadway – garage lean-to, Preferred Sands @ Herman Lane – construction of shed, C. Richards @ 328 S. Urberg Ave – deck. **Motion by C. Ekern to approve Charity Baptist, Tulus (contingent on setback requirements being met), Preferred Sands, and Richards (contingent on county permit), seconded by W. Cartrette. Discussion-none. Ayes-5, Nays-0.**

Clerk Report: Park & Rec calendar picture, 2017 Health & Dental rates, Community Center deposit now required, 16 police applications received, Chief Wheeler participated in ALICE training at the Blair-Taylor Schools, City elevator damage due to storm-insurance claim submitted and approved, pool donation from Co-op Credit Union in BRF, City wide clean up days set for October 8, 2016 – new format of items being brought to City shop and paid for on site.

Present Vouchers & Application for payment from Gerke Excavating: **Motion to approve Gerke payment of \$244,071.63 by W. Cartrette, seconded by T. Robertson. Discussion-none. Ayes-5, Nays-0. Motion by W. Cartrette, to approve vouchers, seconded by C. Ekern. Discussion - none. Roll Call vote- T. Robertson-yes, T. Wheeler-yes, W. Cartrette-yes, C. Ekern-yes, and P. Syverson-yes.**

Closed Session: **Motion by C. Ekern to enter into closed session per state statute 19.85(1) (c), seconded by W. Cartrette. Discussion-none. Ayes-5, Nays-0.**

Return to Open Session: **Motion by W. Cartrette to return to open session, seconded by C. Ekern. Discussion-none. Ayes-5, Nays-0.**

Motion by T. Robertson to adjourn, seconded by T. Wheeler. Discussion-none. Ayes-5, Nays-0.