



1) Call Meeting to Order

Mayor Reichel called the regular meeting to order at 7:00 pm.

2) Roll Call

Council Members Present: Mayor Ken Reichel, Carolyn Hiniker, Laurinda Sohre, Pat Burt, and Kent Hoehn

Members Absent: None

Staff Present: Deputy Clerk Allison Polsfuss, Chief Police Dan Bunde, City Administrator Michael Hanson

3) Approval of Agenda

A motion by Hiniker, seconded by **Sohre**, to approve the agenda.

Roll Call: Ayes: Reichel, Hiniker, Sohre, Burt, and Hoehn

Nays: None

Motion carried.

4) Approval of Vendor Claims

A motion by Hoehn, seconded by **Burt**, to approve vendor claims in the amount of \$42,534.26.

Roll Call: Ayes: Reichel, Hiniker, Sohre, Burt, and Hoehn

Nays: None

Motion carried.

5) Consent Agenda

- a) Approval of minutes from regular meeting of June 15th, 2017.

A motion by Hiniker, seconded by **Sohre**, to approve the consent agenda.

Roll Call: Ayes: Reichel, Hiniker, Sohre, Burt, and Hoehn

Nays: None

Motion carried.

6) Police- Squad Computer

- Police Chief Dan Bunde discussed the need for a new software program for squad computer.
 - (a) This software, used by the county, will provide the officers with GPS, online reporting, and a cross communication system.
 - (b) The system would be \$2,760 for 2 squad car units and 1 for the office.
- Bunde also wants to move forward on purchasing a new SUV by fall.

(a) He has gotten several bids.

(i) It would be \$31,000 for the new squad, with a trade in value of \$10,500

A motion made by Sohre, seconded by **Hoehn** to authorize the purchase of the software program from Computer Information Systems Inc. in the amount of \$2,760.00

Roll Call: Ayes: Reichel, Hiniker, Sohre, Burt, and Hoehn

Nays: None

Motion carried.

A motion made by Burt seconded by **Hiniker** to authorize Dan to move forward on the purchase of the new SUV for the police department when the time comes.

Roll Call: Ayes: Reichel, Hiniker, Sohre, Burt, and Hoehn

Nays: None

Motion carried.

7) Open Public Comments

(1) **Ron Voth of 516 Point Ave:**

- Mr. Voth stated that his neighbor at 512 Point Ave, Kevin Johnson, put a storage shed on his property without a permit.
- Kevin Johnson was not aware he needed a zoning permit, therefore, the storage shed may violate the setbacks for his property.

(2) Although it may violate the setbacks, it is not a permanent structure.

(3) Point avenue properties have bodies of water on both sides of their properties which leaves owners with limited space to add structure, therefore, the council may look at amending the zoning code.

(4) Right now, only R1S properties are allowed to have shed in front yard.

(5) Further discussion will be had about amending the zoning code to further avoid complications on these properties.

(6) The council will need to verify if this structure does in fact violate the zoning code, and if so, Kevin Johnson will have to apply for a variance and discuss with the planning commission at their next meeting.

8) Appearances & Presentations

a) **Public Improvement Hearing: Three on Duck**

(1) 3 properties on the east side of Duck (100,102, & 104 County Road 26) owned by the Haefner's, the Mettler's, and the Dahl's were annexed into the city and given a 5-year deferment to hook up to municipal water and sanitary services. As of this date, 2 of the properties have acquired building permits.

- ISG has calculated some estimates for the installation and have determined that it would be more feasible to install all properties at one time.
- ISG also stated that all three properties would need grinder stations based on the current topography.
- The estimates do not include the grinders, but only the installation to the right of way.

- (a) The water and sewer access charges, along with the installation would come to a total of \$12,430.00 per property for water and sanitary up to the right of way.
- All property owners are in agreement with the need to install water/sanitary, and are planning to hook up to municipal sanitary and water services.
- ISG will meet on site with property owners, move forward and discuss details of the installation.

A motion made by Sohre, seconded by **Hoehn** to close the public improvement hearing at 7:50pm.

Roll Call: Ayes: Reichel, Hiniker, Sohre, Burt, and Hoehn

Nays: None

Motion carried.

b) Public Hearing: Ordinance 2017-02 Establishing an After-the-fact Variance Fee

(1) Motion by Sohre, seconded by Burt to open the public hearing.

- At the previous meeting, it was discussed that there should be an After-the- fact variance fee implemented for those who fail to get a variance request prior to construction.
- The council thought the proposed amount should be raised from \$1,500-\$3,000.
- A change the language of the ordinance is needed to greater specify the circumstances where this fee should be applied.
- No one from the public wished to speak.

(2) A motion made by Hiniker, seconded by Burt to table this public hearing for Ordinance 2017-02 until the July 17, 2017 meeting.

c) Public Hearing: Ordinance 2017-04 Special Assessment Hardship Deferral Ordinance

(1) Motion made by Hiniker, seconded by Hoehn for the council to take a 5-minute recess.

(2) Motion made by Hiniker, seconded by Burt to open the public hearing.

- It was brought to attention that the City should establish procedures to allow for the discretionary deferral of assessments to those that present hardships.

(3) A motion made by Hoehn, seconded by Sohre to close the public hearing.

(4) A motion made by Hoehn, seconded by Burt to open the regular meeting.

9) Ordinances & Resolutions

a) Ordinance 2017-02 Establishing an After- the- fact Variance fee

(1) Tabled until next meeting

b) Ordinance 2017-04 Special Assessment Hardship Deferral Ordinance

A motion by Sohre, seconded by **Hoehn**, to approve Ordinance 2017-04.

Roll Call: Ayes: Reichel, Hiniker, Sohre, Burt, and Hoehn

Nays: None

Motion carried.

c) Ordinance 2017-05 Critical Water Deficiency Ordinance (7/17)

(1) This ordinance is needed before ISG can begin the water supply plan.

A motion by Sohre, seconded by **Hoehn**, to hold a public hearing on 07.17.17 for Ordinance 2017-05.

Roll Call: Ayes: Reichel, Hiniker, Sohre, Burt, and Hoehn
Nays: None
Motion carried.

10) Unfinished Business

a) City hall & Fire Hall LED Lighting Retrofit

A motion by Hiniker, seconded by **Hoehn**, to authorize the purchase of LED Lighting from Retrofit.

Roll Call: Ayes: Reichel, Hiniker, Sohre, Burt, and Hoehn
Nays: None
Motion carried.

b) **Kevin Kennedy** discussed the need to purchase a new machine (LUCAS) for CPR compressions.

A Motion made by Sohre, seconded by **Burt** to authorize Kennedy to purchase the CPR Machine from his budget with the reimbursements from the American Legion Post #269 credited to this same account until the money is recouped.

Roll Call: Ayes: Reichel, Hiniker, Sohre, Burt, and Hoehn
Nays: None
Motion carried.

c) Public Works Building Update

- (1) Issues with the concrete flooring of the building.
- (2) Will further work to fix these issues

d) Water Supply Plan

- (1) ISG stated that a water supply plan is required by the DNR and the department of health for cities over 1,000.

e) Well #4

- (1) Plans are ready to submit to the department of health for approval.
- (2) The council needs to approve the water supply plan before they can submit.

f) CSAH 44

- (1) The county will put together estimates and proposal for cost share of various options.
- (2) Informational session with the property owners will be scheduled after discussing with the county.

11) New Business

a) **ISG** discussed the need for sanitary televising.

- (1) The purpose of sanitary televising is to see where holes in pipes are and to find where the services are when planning for project.
- (2) ISG is recommending that the City televise the older sanitary pipes in town.

A motion made by Hoehn, seconded by **Sohre** to authorize televising the sanitary lines in accordance with the memo from ISG.

Roll Call: Ayes: Reichel, Hiniker, Sohre, Burt, and Hoehn

Nays: None

Motion carried.

12) Staff Reports

- a) Weeds at the corner of nutmeg, (Jerry Schaefer) & across the road toward duck lake.
- b) 4&5th street has cracks in the curb and Nielsen's want to saw and seal to repair.

13) Mayor and Council Reports

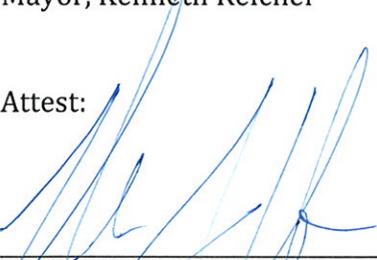
- a) City Hall closed on the July 3, 2017 and using a floating Holiday for the staff.

- 14) A motion made by Burt**, seconded by **Hoehn** to adjourn meeting at 9:44 pm.



Mayor, Kenneth Reichel

Attest:



City Administrator, Michael Hanson

