

City of Plainview
City Council Regular Meeting Minutes
Tuesday, January 14, 2014 at 7:00 P.M.

- I. CALL TO ORDER** – Acting Mayor Bill Goede called the meeting to order at 7:00 P.M. Present: Acting Mayor Goede, Councilman, Haley, Councilman Jacobs, Councilman Boettcher, Office Manager Schneider, Alice Henderson, Cheryl Nymann, Mark Scheiber, Mike Fabel, Val Graner-Wolf, Police Chief Schneider, Public Works Director Burgdorf, Joe Atkinson, Curtis Appel, Judith Jordan, Brad Jech, Eric Bennett, Andrea Schouweiler. Absent – Mayor Graves, Administrator Mierau, and City Attorney Suhler.
- II. PLEDGE OF ALLEGIANCE**
- III. APPROVAL OF AGENDA-** Acting Mayor Goede announced that item ‘A’, under New Business, would be removed. Representative Steve Drazcowski will be attending the regular council meeting in February. Motion made by Boettcher to approve the agenda. Second by Jacobs. Approved unanimously. Motion passed.
- IV. APPROVAL OF CONSENT AGENDA-** Motion by Boettcher to approve the consent agenda. Second by Jacobs. Approved unanimously. Motion passed.
- A.** City Council Minutes
 - B.** Bills
 - C.** Permits/Licenses/Donations
 - D.** Department Head Reports and Board Minutes
- V. UNFINISHED BUSINESS**
- VI. NEW BUSINESS**
- A.** **Approve Official Designations** – Motion by Jacobs to approve the official designation of the city. Second by Haley. Unanimously approved. Motion passed.
 - B.** **Approve Fire Department Donations** – Motion by Boettcher to approve the donation made to the Fire Department. Second by Jacobs. Unanimously approved. Motion passed.
 - C.** **Approve Street Closing** – Kim’s Saloon is requesting the closure of 4th St SW from 1st Ave to Main street for their street dance during Corn on the Cob Days. Goede asked Chief Schneider if he had any issues with this. Chief Schneider stated he had none. Motion by Boettcher to approve the street closing. Second by Jacobs. Approved unanimously. Motion passed.
 - D.** **Approve Home Business Application** – Goede explained that Dennis White is requesting to run a bait and tackle shop from his home. Boettcher made a motion to approve the home business request pending all the proper paperwork is filled out. Second by Haley. Approved unanimously. Motion passed.
 - E.** **Approve Full-time Hire Police Department** - Motion made by Boettcher to approve Chris Purdue as the new full-time police officer for the Police Department. Second by Haley. Approved unanimously. Motion passed.

VIII. PRESENTATION OF COMMUNITY PETITIONS/GUESTS

“The City Council welcomes and encourages participation from community members. Please keep in mind that your comments must be pertinent to City Business and must adhere to Data Privacy Rules, no employee’s name may be used. Please do not expect action from the Council this evening regarding your concerns. We also request that your comments be limited to four (4) minutes, speakers will be recognized only once. At this time, we ask that anyone who would like to address the City Council to please step up to the podium and state your name and address”.

Curtis Appel expressed concerns over the city hiring an architect, whether one had been hired, and how he/she was being paid. Boettcher did state that yes the city has hired an architect, Owen Warneke out of Winona. Appel stated he has worked construction for many years and had concerns about how the architect may be getting paid as they usually get paid based on the cost of the project, therefore they usually try to add more expensive items to the building that aren’t necessarily needed. He stated that he had heard that the council is thinking about building a new city hall. Boettcher corrected him and told him that, no, they were not considering that at this time. Boettcher explained the options that had been laid out by the architect, one being just a city garage, one with a city garage and ambulance building combination, and one with the city garage and police department combination. Appel expressed concerns about architects being notorious for spending money frivolously since it’s not their money. He didn’t feel that that the city needed a new ambulance garage. He didn’t know what the police department needed, but he thought they probably needed something as their vehicles are outside all the time. Appel expressed that he didn’t feel the garage needed anything fancy, something similar to what was already in existence. He felt that the Public Works Director Burgdorf should be involved in the planning process. Boettcher clarified that indeed Burgdorf was part of the planning process as well as the city engineer. Haley also added that the contract the city has with architect right now is a lump sum to take our design through construction documents. Haley explained he didn’t believe there would be any additional charges for redesign as long as we are not in the building process. Haley explained also that at the time of building he expected there to be charges for change orders

and what not, but as of right now, it's a lump sum to get the city through construction documents, with a reasonable amount of redesign.

IX. ADJOURN- Motion by Boettcher, second by Jacobs to adjourn the meeting. Unanimously approved. Meeting adjourned at 7:12 p.m.

Todd Graves/Mayor

MariClair Schneider/Office Manager

**Special Joint Meeting of the Plainview City Council,
PADCO, Planning & Zoning and the Plainview EDA
Monday, February 3, 2014 at 6:00 P.M.**

- I. CALL TO ORDER AND APPROVAL OF AGENDA-**Mayor Graves called the special joint meeting to order on Monday, February 3, 2014 at 6:00 P.M. Present: Boettcher, Goede, Haley and Jacobs. Also present: City Administrator/Clerk Mierau, Deputy Clerk Tentis, Public Works Director Burgdorf, Librarian Henderson, Tim Hruska, Leo Saggisor, Ken Zarling, Cassie Harrington, Dean Harrington, Sally Harrington, John Coons, Judith Jordan, Marie Zabel, Dick Zabel, Mark Jurgenson, Jay Holst, Gary Timm, Tom Lorimor, Brad Jech and Augie Schleicher. Motion by Goede, second by Jacobs to approve the agenda. Unanimously approved.
- II. DISCUSSION REGARDING THE FUTURE GROWTH OF PLAINVIEW-** Introductions were made by those in attendance representing PADCO, Planning & Zoning and the EDA. Items to be discussed are Residential Housing, Commercial/Business and Industrial.

Residential Housing:

Growth of city has been slow.

Only 4-5 Residential Building Permits in 2013.

Where is infrastructure done, open lots, how many houses are for sale, price range of homes?

Incentives for building/development and enticing people to come to Plainview.

City to be ready for Mayo Destination Medical Center.

EDA Staff wants to see more City Administration Staff.

Residential Housing is the cities top priority.

Low inventory of homes for sale in Plainview at this time.

Possibility of getting a City Planner.

Enticing people to move to Plainview.

Hold another meeting and invite area builders.

Commercial/Business:

Business Incubator.

Open business buildings, lots.

Phone calls about opening businesses in Plainview.

It was decided to hold another joint meeting on Monday, March 3, 2014 at 6:00pm.

- III. ADJOURN-** Motion by Boettcher, second by Jacobs to adjourn the meeting. Unanimously approved. Meeting adjourned at 7:09 p.m.

Todd Graves/Mayor

Peg Tentis/ Deputy Clerk

City of Plainview
Special Plainview City Council & Department Head
Work Session
Wednesday February 5, 2014 at 4:30 P.M.

- I. CALL TO ORDER AND APPROVAL OF AGENDA** – Mayor Graves called the meeting to order on Wednesday, February 5, 2014 at 4:30pm. Present : Goede, Boettcher, Jacobs and Haley. Also present: City Administrator/Clerk Mierau, Deputy Clerk Tentis, Public Works Director Burgdorf and Librarian Henderson. Motion by Boettcher, second by Goede to approve the agenda. Unanimously approved.
- II. DISCUSS**
- A. Recreation-** Council discussed the Summer Recreation Program and the decline in participant numbers in the past few years. Mayor Graves suggested finding an Activities Director to be in charge of the Summer Recreation Program. It was also brought up that Public Works has enough to do to do at this time. A Park and Recreation Committee was also discussed. Motion by Goede, second by Jacobs to advertise for a Park and Recreation Director. Unanimously approved. Skating Rink ideas and options were also discussed.
- B. Other Updates-** Discussion was held about the City Council, EDA, PADCO and Planning & Zoning Work Session that was held on February 3. City Administrator/Clerk Mierau said she had talked to the City of Wabasha about their use of a City Planner. Council asked Renee to contact that person to see what her rates and services were. Goede said he was not pleased with the February 3rd meeting and that he wouldn't come to another one. Boettcher thought it would be good to get some outside thoughts and ideas for the city. Chris Hood of Flaherty & Hood Law Firm had met with Mayor Graves, Goede and City Administrator Mierau previously. Council discussed issues with current city attorney. Motion by Boettcher, second by Goede to hire Flaherty & Hood as city attorneys beginning March 1, 2014 and for City Administrator Mierau to let Fred Suhler Jr. that his contract with the city would be done February 28, 2014. Unanimously approved. Council discussed options for the new Public Works Building. City Administrator Mierau reminded council that a decision would have to be made for the building at the February 11th Council Meeting. Council Authority was also discussed.
- III. ADJOURN-** Motion by Boettcher, second by Goede to adjourn the meeting. Unanimously approved. Meeting adjourned at 6:10pm

Todd Graves/ Mayor

Peg Tentis/Deputy Clerk

City of Plainview
City Council Regular Meeting Minutes
Tuesday, February 11, 2014 at 7:00 P.M.

- I. CALL TO ORDER** – Mayor Graves called the meeting to order on Tuesday, February 11, 2014 at 7:00pm. Present: Boettcher, Haley and Jacobs. Absent: Goede. Also Present: City Administrator/Clerk Mierau, Deputy Clerk Tentis, Police Chief Schneider, City Librarian Henderson, Fire Chief Jacobs, Wabasha County Sheriff Rodney Bartsh, Tom Fennell, Shane Loftus, Josh Hollister, Cheryl Nymann, Mike Johnson, Steve Sawyer, Tim Hruska, Mike Lyons, Andrea Schouweiler, Gregg Luebke, Val Graner-Wolf, Mike Fabel, Ken Eversman, Cheryl Eversman, Joe Atkinson, Curtis Appel, Jay Holst, Judith Jordan, Barb Funke, Michael Gause, Steve Draskowski and Owen Warneke.
- II. PLEDGE OF ALLEGIANCE**
- III. APPROVAL OF AGENDA-** Motion by Boettcher, second by Jacobs to approve the agenda. Unanimously approved.
- IV. APPROVAL OF CONSENT AGENDA-** Motion by Haley, second by Jacobs to approve the Consent Agenda. Unanimously approved.
- A. City Council Minutes**
 - B. Bills**
 - C. Permits/Licenses/Donations**
 - D. Department Head Reports and Board Minutes**
- V. UNFINISHED BUSINESS**
- A. Public Works Building-** Council discussed using a wood structure instead of a steel structure and if it would save the city any money. Mayor Graves reviewed the options for the public works building and moving city departments. Graves said that he was for spending wisely and was in favor of the small foot print building with the offices inside the building. Boettcher said he had talked with city residents and they were not in favor of moving the Ambulance Service to the new public works building. He also said he was in favor of the large foot print building with the offices outside of the building and it would be only for public works. Jacobs said he was for the small foot print building with offices inside. Haley had no comment. Motion by Jacobs, second by Haley to go with the small foot print building with the offices inside. Voting in favor: Graves, Haley and Jacobs. Against: Boettcher. Absent: Goede. Motion passed 3 to 1.
- Curt Appel said he had not been in favor of the sale of the lot and for Kwik Trip coming to town, but he urged council to spend wisely and if they were thinking of adding on in the future to do it now as labor and materials will go up in price.
- VI. NEW BUSINESS**
- A. Legislative Update-Representative Steve Draskowski** – Steve Draskowski gave a Legislative Update and said that the new session will begin February 25, 2014.
 - B. Presentation of Plaques for the Fire Department** – Mayor Graves presented retirement plaques to the following retiring firemen: Tim Stelow for 10 years of service, Steve Sawyer for 21 years of service and Ken Eversman for 32 years of service. The mayor thanked and praised them for their service to the city.
 - C. Lot Split-** Matthew Dohrn of 625 North Wabasha, Block 1, Lot 2 Property ID # R26.0133500 applied for a lot of that property. Lot splits do not have to go before the Planning and Zoning Board. Motion by Boettcher, second by Jacobs to approve the split. Unanimously approved.
 - D. Gold Cross Contract**– Motion by Boettcher, second by Haley to approve the 2014 Contract with Gold Cross Ambulance Service with a 3% price increase. Unanimously approved.
 - E. Home Business Application-** Mike & Tracy Hutchison applied for a Home Business Permit at 135 5th Street NW. The business is called “Hutchi Lawn Care and Snow Removal” and the business is done off sight from the property. Motion by Jacobs, second by Haley to approve the application. Unanimously approved.
 - F. Approve Dance Contract, Street & Alley Closing for the Fire Dept. Dance-** Motion by Boettcher, second by Haley to approve the dance contract with “Lost Highway”, closing the street between the liquor store parking lot and Foresight Bank (2nd Street NW) and the alley behind the liquor store on Friday, August 15th, 2014 from 8:30pm – 12:30am for the Plainview Firemen’s Dance. Unanimously approved.
 - G. Approve April Board of Review Meeting for Tuesday, April 22, 2014 at 6:00pm-** Motion by Boettcher, second by Jacobs to approve Tuesday, April 22nd, 2014 at 6:00pm for the April Board of Review. Unanimously approved.

H. Approve Ambulance Resignations- Motion by Boettcher, second by Jacobs to approve the resignations of: Adam Mueller, Erin Schneider and Matthew Taylor from the Plainview Ambulance Service. Unanimously approved. Mayor Graves asked that Renee or Peg send a thank you to all of them for their service.

I. Comments on SEMLM Policies – Discussion was held concerning the SE MN League of Municipalities Policies. If council has any comments they are to contact Administrator/Clerk Meirau before Feb. 18th. She will forward the comments and the vote for the City.

VII. PRESENTATION OF COMMUNITY PETITIONS/GUESTS

“The City Council welcomes and encourages participation from community members. Please keep in mind that your comments must be pertinent to City Business and must adhere to Data Privacy Rules, no employee’s name may be used. Please do not expect action from the Council this evening regarding your concerns. We also request that your comments be limited to four (4) minutes, speakers will be recognized only once. At this time, we ask that anyone who would like to address the City Council to please step up to the podium and state your name and address”.

Mike Johnson expressed his concerns about the median between People’s State Bank and the Public Works Building. Both the East and West Light Poles are knocked down and electrical wires are exposed. Public Works Director Burgdorf will contact Alliant Energy about the power. This area will be removed when Kwik Trip takes over the public works lot. He also asked council that when they get someone to build the new public works building to use someone local.

Tracy Hutchison said she wanted to thank the council for not moving the Ambulance Service. She also asked the council to use someone local as the general contractor for the construction of the public works building.

VIII. ADJOURN- Motion by Boettcher, second by Jacobs to adjourn the meeting. Unanimously approved. Meeting adjourned at 7:46 p.m.

Todd Graves/Mayor

Peg Tentis/Deputy Clerk

**Special Joint Meeting of the Plainview City Council,
PADCO, Planning & Zoning and the Plainview EDA
Monday, March 3, 2014 at 6:00 P.M.**

I CALL TO ORDER AND APPROVAL OF AGENDA-Mayor Graves called the special joint meeting to order on Monday, March 3, 2014 at 6:00 P.M. Present: Boettcher, Haley and Jacobs. Also present: City Administrator/Clerk Mierau, Office Manager Schneider, Public Works Director Burgdorf, Librarian Henderson, Police Chief Schneider, Tim Hruska, Leo Saggisor, Ken Zarling, Cassie Harrington, Dean Harrington, Sally Harrington, Judith Jordan, Marie Zabel, Dick Zabel, Gary Timm, Tom Lorimor, Brad Jech, Jim Severson, Molly Patterson-Lundgren, Greg Speedling, and Chris McCaleb. Motion by Boettcher, second by Jacobs to approve the agenda. Unanimously approved.

II. DISCUSSION REGARDING THE FUTURE GROWTH OF PLAINVIEW- Items to be discussed are Residential Housing. Boettcher shared with everyone how he had just been at a meeting earlier that day on Focus on the Farming. Some of the major concerns he heard there were lack of larger value homes in Plainview. If the city had lots available for the larger homes, he believes people will buy them and build. If the city doesn't make such lots available, he worries they will move out to the country to build these homes. This second fact worries some of the area farmers. It takes the land out of agriculture and also has the potential to put an urban area in a country setting. He went on to ask the two contractors in the audience what they want from the city. Greg Speedling said there is a lack of customers and Chris McCaleb stated there are a lack of opportunities and locations. Both felt as though there was no need for anymore starter homes in the city.

Residential Housing:

- \$300,000 - \$340,000 home price range. People wanting to upgrade.
- What size lots would/should be available
- Where would these lots go? Possibly behind the current Orchard Hills Subdivision.
- What type of Demographic is Plainview seeking?
- Should the City offer tax incentives for a developer? Possible use of Rochester Sales Tax money
- Sally Harrington listed some of Plainview's attributes:
 - No 4 lane highway
 - Sun is always at your back driving into Rochester and coming home from work
 - Unique
 - Quiet
 - Good Schools
- Possible housing study to be done to determine the housing needs of Plainview
- Hire a city planner to assist in doing a housing study and marketing Plainview as a great place to live
- City could use a hotel/motel for people to stay or hold events at
- Brad Jech stated he is hearing that people want to build, but there are no suitable lots available
- Hruska stated the city needs a land developer to work with the city, and the city should not be the

III. ADJOURN- Motion by Boettcher, second by Haley to adjourn the meeting. Unanimously approved. Meeting adjourned at 7:05 p.m.

Todd Graves/Mayor

MariClair Schneider/Office Manager

City of Plainview
City Council Regular Meeting Minutes
Tuesday, March 11, 2014 at 7:00 P.M.

- I. CALL TO ORDER** – Mayor Graves called the meeting to order on Tuesday, March 11, 2014 at 7:00pm. Present: Goede, Boettcher, Haley and Jacobs. Also Present: City Administrator/Clerk Mierau, Deputy Clerk Tentis, Police Chief Schneider, City Librarian Henderson, Public Works Director Burgdorf, Tim Hruska, Ken Flies, Millie Flies, Janet Mahle Hinds, Gordon Hinds, Kathleen Green, Michael Green, Shane Loftus, Mark Scheiber, Jim Pettis, Cheryl Nymann, Mike Fabel, Curtis Appel, Judith Jordan, Andy McCaleb, Joe Schmit, Tammy Marquardt, Jim Marquardt, City Attorney Chris Hood, City Attorney Mike Flaherty and City Paralegal Roseann Shaw.
- II. PLEDGE OF ALLEGIANCE**
- III. APPROVAL OF AGENDA-** Goede suggested that under new business Letter H (Ken Flies) be moved to the beginning of the agenda. Motion by Boettcher, second by Jacobs to approve the agenda as amended. Unanimously approved.
- IV. APPROVAL OF CONSENT AGENDA-** Mayor Graves asked what E.O. Johnson’s bill was for. Goede asked why the EDA Grant hadn’t come before the council for approval. Council and City attorney discussed grants/EDA. All grants are to come before council before being submitted. Motion by Jacobs, second by Goede to approve the Consent Agenda. Unanimously approved.
- A. City Council Minutes**
 - B. Bills**
 - C. Permits/Licenses/Donations**
 - D. Department Head Reports and Board Minutes**
- V. UNFINISHED BUSINESS - None**
- VI. NEW BUSINESS**
- A. Public Works Building** – Haley asked that the proposed plans for the new public works building be on the agenda for the council meeting. Council discussed options for the building. Motion by Goede, second by Boettcher to amend the past meeting motion and add the option of putting the offices outside of the new public workings building and spend \$3,500 for the extra design. All in favor except Jacobs voting no. Motion passed 4-1.
 - B. Approve 3.2 Liquor Licenses** – Motion by Boettcher, second by Haley to approve 3.2% Beer License to Fresh New Wok, (on sale) Gopher Lanes (on sale) and Lyon’s Oil Company (off sale). Unanimously approved.
 - C. Approve Legal Services Agreement** - Motion by Boettcher, second by Goede to approve the Legal Service Agreement between the City of Plainview Police Department and the Wabasha County Attorney’s Office for 2014-2015 in the amount of \$1800 per month. Unanimously approved.
 - D. Discuss Part-Time to Full-Time for Police Department** - Motion by Boettcher, second by Goede to approve moving Erin Henry from 30 hours per week to 40 hours per week retroactive 3/1/2014 as the Police Department Executive Assistant. Unanimously approved.
- V. Approve Park Grant Resolutions** - Motion by Boettcher, second by Haley to approve the Park Grant Resolutions 14-01 Eastwood Park Grant and 14-02 Eckstein Athletic Field Grant. Unanimously approved.
- VI. Approve Re-Hires for Seasonal Workers** - Motion by Boettcher, second by Jacobs to approve re-hiring Nicole Kiehne, Ryan Schneider, Ken Jacobs, Samantha Jacobs, Andrea Schouweiler and Emily Reidemann as Seasonal Employees. Unanimously approved.
- VII. Frozen Water Lines** - Judith Mahle-Hinds of 575 & 573 4th Street SW spoke to council concerning water being frozen and her property and at Katherine Green’s property at 560 4th Street SW. She said that they were told by city staff that the city is not responsible for this. She asked if the city had a policy concerning this and who would be responsible for the plumber bills. Mayor Graves said it would fall under the city code and that it would be the homeowner’s responsibility from the house to the curb. City Engineer Tim Hruska spoke about the frozen water.
- VIII. Ken Flies-Historical Markers** – Representing MN Civil War Commemorative Task Force, Ken Flies presented information and would like the City of Plainview to sponsor two Minnesota Historical & Cultural Grants. This item will be placed on the April Council Meeting Agenda. Flies also said he would do the writing for the grants.

IX. Transportation Access – MN Safe Walks to School Grant was discussed by EDA Director/Judith Jordan. Goede said the City had already approved and budgeted for the Kwik Trip Project. Jordan said she had spoken with School Superintendent Gary Kuphal and that they would be willing to partner with the city to do one with the school on Broadway. Jordan also said that she had missed the fall deadline for the grant. City Engineer Tim Hruska said that the Grants 20% match did not include engineering fees/planning etc. and that the city usually initiates the grant. Jordan asked if it would be a City Grant or an EDA Grant? Goede said that Judith had started it and that she could talk to the school on the grant.

K. Discuss Hiring of Additional Staff – Mayor Graves said the addition staff is about Administrator/Contractor/City Planner and turned the item over to Boettcher. Boettcher said there had been joint meetings and the issue of lack of housing in town. The city needs someone to spend some time on this issue and see what we can do. He also felt city staff is stressed and very busy and they need help, and that maybe an independent position instead of a combined position would be better. The mayor asked what is needed by staff and also asked the City Attorney for background on this. City Attorney Hood said that a Personnel Committee could be formed and that the committee looks in to issues, re-organization and disciplinary issues. Mayor Graves said he felt a committee would be a good idea and that he would serve on it. He also asked for volunteers from council. Jacobs and Boettcher both volunteered. Graves and Boettcher will serve on the Personnel Committee. Goede asked what they were looking for, is staff not doing their jobs, why council was even looking at this, do we need a City Planner/EDA Person as a full time position and what is not getting done by staff? He also said that the city should maybe join CEDA. Boettcher said in a couple months it would be budget time. Motion by Goede, second by Boettcher to form a personnel committee. Unanimously approved.

VII. PRESENTATION OF COMMUNITY PETITIONS/GUESTS

“The City Council welcomes and encourages participation from community members. Please keep in mind that your comments must be pertinent to City Business and must adhere to Data Privacy Rules, no employee’s name may be used. Please do not expect action from the Council this evening regarding your concerns. We also request that your comments be limited to four (4) minutes, speakers will be recognized only once. At this time, we ask that anyone who would like to address the City Council to please step up to the podium and state your name and address”.

Curt Appel asked why council was going to spend another \$3,500 in drawings and it is his opinion that the council should go with the bigger plans for the public works building.

Janet Mahle-Hinds asked council who would be paying the plumber bill for their property and Katherine Green’s for their frozen water pipes? She and her husband thanked city staff for their help with getting them water. Mayor Graves said it would be the homeowners. City Administrator Mierau and City Attorney Hood said they should turn the bill into the city and that the city would send it the League of MN Cities.

Michael Green said he would like to see the city check and see what other cities were doing about it.

Katherine Green said she felt city employees were rude to her and their course of action should have been different.

Jim Pettis asked council to verify if it was service to the curb or curb box and whose responsibility it was for the water.

VIII. ADJOURN- Motion by Boettcher, second by Jacobs to adjourn the meeting. Unanimously approved. Meeting adjourned at 7:46 p.m.

Todd Graves/Mayor

Peg Tentis/Deputy Clerk

City of Plainview
City Council Regular Meeting Minutes
Tuesday, April 8, 2014 at 7:00 P.M.

- I. CALL TO ORDER** – Mayor Graves called the meeting to order on Tuesday, April 8, 2014 at 6:59 pm. Present: Goede, Boettcher, and Haley. Absent, Jacobs. Also Present: City Administrator/Clerk Mierau, Office Manager Schneider, Police Chief Schneider, City Librarian Henderson, Public Works Director Burgdorf, Tim Hruska, Shane Loftus, Mark Scheiber, Cheryl Nymann, Mike Fabel, Susan Atkinson, Joe Atkinson, Marian Burgdorf, Andrea Schouweiler, Mackenzie Rau, Tom Wiener, Roger Ziebell, Shawn Adams, Isaac Adams, and Connor Adams. Also present was, City Attorney Chris Hood.
- II. PLEDGE OF ALLEGIANCE**
- III. APPROVAL OF AGENDA-** Motion by Goede to approve the agenda, second by Haley. Unanimously approved.
- IV. APPROVAL OF CONSENT AGENDA-** Motion by Goede to approve the consent agenda, second by Haley. Unanimously approved.
- A. City Council Minutes**
 - B. Bills**
 - C. Permits/Licenses/Donations**
 - D. Department Head Reports and Board Minutes**
- V. PUBLIC HEARINGS** - Boettcher made a motion to open the public hearing, second by Goede. Unanimously approved. A variance request to build a structure higher than allowed in an R-2 district (45 foot instead of the 30 foot maximum height). Property address is 900 South Wabasha, legally described in Sect-17 Twp-108 Range-011. Discussion was held. Tom Wiener spoke to the council on behalf of Trinity Evangelical Free Church. Questions were answered. Mayor Graves pointed out that Planning and Zoning did recommend that they council grant the variance. Boettcher made a motion to close the public hearing, a second by Goede. Unanimously approved.
- VI. UNFINISHED BUSINESS**
- A. Public Works Building** – Tim Hruska presented council information about the proposed public works building. Discussion was held. Boettcher made a motion to approve the plans and specs, and to authorize base bids, additional 30 feet, and the mezzanine. Second by Goede. Unanimously approved.
 - B. Ken Flies-Historical Marker** – Discussion was held by council members in favor of the project, and thought it would be a wonderful addition to Plainview. Motion by Goede to approve the support of the legacy grant in the placement of the historical marker, a second by Haley. Unanimously approved.
- VII. NEW BUSINESS**
- A. Approve Variance** – Discussion was held, questions answered. Motion by Goede to approve resolution 2014-03, second by Haley. Unanimously approved.
 - B. Spring Clean Up May 3rd** – Council will check schedules to see if they are available to help.
 - C. Approve MOU** – Motion by Boettcher to approve the Local 49 MOU, adding Erin Loftus, Executive Support Specialist with the Police Department to the bargaining unit, second by Haley. Unanimously approved.
 - D. Ambulance Resignation** – Attorney Michael Flaherty pointed out to council that they do not need to approve resignations. A letter will be sent to Lorna Lubinski for her service on the ambulance.
 - E. Approve Part-time Hires for the Liquor Store** – Liquor Store Manager Hall submitted written request to hire Tara Bennett and Lori Sazl part-time, both have worked for the liquor store in the past. Motion by Boettcher to approve the hire of Lori Sazl and Tara Bennett pending drug and background checks. Second by Goede. Unanimously approved.
- VIII. PRESENTATION OF COMMUNITY PETITIONS/GUESTS**
- “The City Council welcomes and encourages participation from community members. Please keep in mind that your comments must be pertinent to City Business and must adhere to Data Privacy Rules, no employee’s name may be used. Please do not expect action from the Council this evening regarding your concerns. We also request that your comments be limited to four (4) minutes, speakers will be recognized only once. At this time, we ask that anyone who would like to address the City Council to please step up to the podium and state your name and address”.
- Chery Nymann** wanted to make it clear that it is the Legion that is responsible for organizing the Easter Egg Hunt at Wedgewood Park on April 19, 2014.
- VIII. ADJOURN-** Motion by Goede, second by Boettcher to adjourn the meeting. Unanimously approved. Meeting adjourned at 7:25 p.m.

City of Plainview
2014 Board of Review
Tuesday, April 22, 2014 at 6:00 P.M.

- I. CALL TO ORDER** – Mayor Graves called the meeting to order on Tuesday, April 22, 2014 at 6:00 pm. Present: Goede, Boettcher, Jacobs and Haley. Also Present: City Administrator/Clerk Mierau, Loren Benz and Penny Schmit

BOARD OF EQUALIZATION:

Motion by Boettcher, second by Haley to approve Parcel # R26.00111.12 Peter & Marian Meyer from \$3100 to \$2400. Unanimously approved.

Motion by Boettcher, second by Haley to approve Parcel # R26.00539.00 Peter & Marian Meyer from \$148,400 to \$119,900. Unanimously approved.

Motion by Boettcher, second by Haley to approve Parcel # R26.01458.00 Peter & Marian Meyer from \$26,800 to \$13,300. Unanimously approved.

- II. ADJOURN-** Motion by Goede, second by Boettcher to adjourn the meeting. Unanimously approved. Meeting adjourned at 6:30 p.m.

Todd Graves/Mayor

Renee Mierau/City Administrator/Clerk

City of Plainview
City Council Regular Meeting Minutes
Tuesday, May 13, 2014 at 7:00 P.M.

- I. CALL TO ORDER** – Mayor Graves called the meeting to order on Tuesday, May 13, 2014 at 7:00 pm. Present: Goede, Boettcher, Haley and Jacobs. Also Present: City Administrator/Clerk Mierau, Deputy Clerk Tentis, Police Chief Schneider, City Attorney Michael Flaherty, City Librarian Henderson, Public Works Director Burgdorf, City Engineer Tim Hruska, Shane Loftus, Mark Scheiber, Susan Atkinson, Joe Atkinson, Michael Hansen, Andrea Schouweiler, Mackenzie Rau, Roger Ziebell and Eric Bennett.
- II. PLEDGE OF ALLEGIANCE**
- III. APPROVAL OF AGENDA-** Motion by Boettcher to approve the agenda, second by Jacobs. Unanimously approved.
- IV. APPROVAL OF CONSENT AGENDA-** Mayor Graves asked about a Building Permit from Velocite/AT&T for cell tower upgrades. Motion by Boettcher to approve the consent agenda, second by Jacobs. Unanimously approved.
- A. City Council Minutes**
 - B. Bills**
 - C. Permits/Licenses/Donations**
 - D. Department Head Reports and Board Minutes**
- V. UNFINISHED BUSINESS**
- A. Public Works Building-Discuss Bids and Approve Contractor** – Councilman Haley said that he would not be voting on the Public Works Building due to conflict of interest. Mayor Graves said that he was surprised at the cost of the building. Jacobs said he would like to see a breakdown of all the prices. Owen Warneke of OWA Architects said the price is done in a lump sum and that the contractor could give a divided break down of the project. Council discussed the proposed building. Motion by Goede, second by Boettcher to approve Resolution 2014-04 for the Public Works Building Project and accepting bids and awarding the contract to Wieser Brothers in the amount of \$1,184,647.00. Voting in favor: Goede, Boettcher and Graves. Against: Jacobs. Abstaining: Haley. Motion passed.
- VI. NEW BUSINESS**
- A. Approve Sign Retroreflectivity Policy** – Motion by Boettcher, second by Haley to approve the Sign Retroreflectivity Policy. Unanimously approved.
 - B. Approve Klassen’s Popcorn Stand on Municipal Liquor Store Lot** – Motion by Boettcher, second by Haley to approve Leona Klassen’s request to put her Popcorn Stand on the Liquor Store Parking Lot for the summer. Unanimously approved.
 - C. Approve Rural Fire Contracts** – Motion by Boettcher, second by Jacobs to approve the Rural Fire Contracts with the proposed Insurance Requirements and Indemnification and amended dates. Unanimously approved.
 - D. Approve American Legion Club Liquor Licenses** – Motion by Boettcher, second by Jacobs to approve the renewal of the Club Liquor License and the Sunday Liquor License to the Plainview American Legion. Unanimously approved.
 - E. Approve Part-time Hire for Liquor Store** – Motion by Goede, second by Boettcher to approve Pamela Neumann as a Part-time Hire for the Liquor Store, contingent upon drug testing and background check. Unanimously approved.
 - F. Approve Seasonal Summer Staff** – Motion by Boettcher, second by Haley to approve hiring Caitlin Schad, Bo Dykes, Tony Crudele, Stephanie Schmidt, Alyssa Eversman, Colton Bennett, Matt Folkert, Miranda Veenhuis, Kiara Loechler, Alana Robinson, Mary Kate Miller, Tamara Sawyer, Justin Wurst, Stacie Braun and Emily Iverson, pending on background and drug testing. Unanimously approved.
 - G. Approve Ambulance Hires** – Motion by Boettcher, second by Jacobs to approve hiring David McCarthy as a new EMT to the ambulance service, pending on background and drug testing. Unanimously approved.
 - H. Home Business Application** – Motion by Boettcher, second by Haley to approve Kevin Kuhlmeier’s Home Business Application. Unanimously approved.
 - I. Amend Kwik Trip Offer to Extend Contingency Date & Closing Date** – Motion by Goede, second by Boettcher to approve amending Kwik Trip’s Offer to extend Contingency Date and Closing Date to September 2, 2014 and that the city may continue to retain possession of the property until December 1, 2014. Unanimously approved.

VII. PRESENTATION OF COMMUNITY PETITIONS/GUESTS

“The City Council welcomes and encourages participation from community members. Please keep in mind that your comments must be pertinent to City Business and must adhere to Data Privacy Rules, no employee’s name may be used. Please do not expect action from the Council this evening regarding your concerns. We also request that your comments be limited to four (4) minutes, speakers will be recognized only once. At this time, we ask that anyone who would like to address the City Council to please step up to the podium and state your name and address”.

No presentation of Community Petitions /Guests.

VIII. ADJOURN- Motion by Goede, second by Boettcher to adjourn the meeting. Unanimously approved. Meeting adjourned at 7:36 p.m.

Todd Graves/Mayor

Peg Tentis/Deputy Clerk

City of Plainview
City Council Special Meeting Minutes
Tuesday June 10, 2014 at 6:00 P.M.

- I. CALL TO ORDER** – Mayor Graves called the meeting to order on Tuesday June 10, 2014 at 6:00 pm. The council meeting was held at an earlier time so that they council may attend the DMC meeting at the High School at 6:30 pm. Present: Mayor Graves, Councilman Haley, Boettcher, and Goede. Absent Councilman Jacobs. Also present was, Cheryl Nymann, Darryl Curry, Public Works Director Burgdorf, City Librarian Henderson, Police Chief Schneider, and Office Manager Schneider.
- II. PLEDGE OF ALLEGIANCE**
- III. APPROVAL OF AGENDA-** Motion by Goede to approve the agenda, second by Haley. Unanimously approved.
- IV. APPROVAL OF CONSENT AGENDA-** Mayor Graves wanted to point out the two donations to the Ambulance, SE EMS, and HOG SE Chapter. One donation to the pool by Darlene Stephan. Mayor Graves requested that thank you notes be sent. Motion by Boettcher to approve the Consent Agenda, second by Goede. Unanimously approved.
- A. City Council Minutes**
- B. Bills**
- C. Permits/Licenses/Donations**
- D. Department Head Reports and Board Minutes**
- V. UNFINISHED BUSINESS**
- A. NONE.**
- VI. NEW BUSINESS**
- A. Discuss/Approve Street Closing** – Daryl Curry is requesting that the street in front of his house on 6th St SW be closed for a motorcycle show during Corn on the Cob Days. He was granted the closure last year. Mayor Graves asked Chief Schneider if he had any concerns, and Chief Schneider said he had none. Motion by Boettcher to approve the street closure, second by Goede. Unanimously approved.
- VII. PRESENTATION OF COMMUNITY PETITIONS/GUESTS**
- “The City Council welcomes and encourages participation from community members. Please keep in mind that your comments must be pertinent to City Business and must adhere to Data Privacy Rules, no employee’s name may be used. Please do not expect action from the Council this evening regarding your concerns. We also request that your comments be limited to four (4) minutes, speakers will be recognized only once. At this time, we ask that anyone who would like to address the City Council to please step up to the podium and state your name and address”.
- No presentation of Community Petitions /Guests.
- VIII. ADJOURN-** Motion by Boettcher, second by Goede to adjourn the meeting. Unanimously approved. Meeting adjourned at 6:06 p.m.

Todd Graves/Mayor

MariClair Schneider/Office Manager

City of Plainview
City Council Special Meeting Minutes
Thursday June 26, 2014 at 5:00 P.M.

- I. CALL TO ORDER** – Mayor Graves called the meeting to order on Thursday June 26, 2014 at 5:00 pm. Present: Goede, Boettcher, and Jacobs. Also Present: City Administrator/Clerk Mierau, Office Manager Schneider, Police Chief Schneider, City Librarian Henderson, Public Works Director Burgdorf, Liquor Store Manager Hall, and Bruce Swanson and John Wolter, from Hawkins and Ash.
- II. APPROVAL OF AGENDA-** Motion by Goede to approve the agenda, second by Jacobs. Unanimously approved. (Boettcher was absent at the time of the approval of the agenda, but did come into the meeting immediately following)
- III. NEW BUSINESS**
- A. Approve 2013 Audit** – John Wolter went over the audit report with the council. He stated that the city is great shape financially. Motion by Boettcher to approve the audit from Hawkins and Ash, second by Goede. Unanimously approved.
- B. Approve Ambulance Hires** – Motion by Boettcher to approve the hiring of Peter Crowley and Darla Wallerich-Carlson. Second by Jacobs. Unanimously approved.
- IV. PRESENTATION OF COMMUNITY PETITIONS/GUESTS**
“The City Council welcomes and encourages participation from community members. Please keep in mind that your comments must be pertinent to City Business and must adhere to Data Privacy Rules, no employee’s name may be used. Please do not expect action from the Council this evening regarding your concerns. We also request that your comments be limited to four (4) minutes, speakers will be recognized only once. At this time, we ask that anyone who would like to address the City Council to please step up to the podium and state your name and address”.
- No presentation of Community Petitions /Guests.
- V. ADJOURN-** Motion by Boettcher, second by Jacobs to adjourn the meeting. Unanimously approved. Meeting adjourned at 5:30 p.m.

Todd Graves/Mayor

MariClair Schneider/Office Manager

City of Plainview
City Council Regular Meeting Minutes
Tuesday, July 8, 2014 at 7:00 P.M.

- I. CALL TO ORDER** – Mayor Graves called the meeting to order on Tuesday, July 8, 2014 at 7:00 pm. Present: Goede, Boettcher, Haley and Jacobs. Also Present: City Administrator/Clerk Mierau, Deputy Clerk Tentis, Police Chief Schneider, City Attorney Michael Flaherty, Public Works Director Burgdorf, Shane Loftus, Joe Atkinson, Christina Welke, Anton Welke, Mike Fabel, Burt Weekes, Danielle Weekes, Mary Rice, Julie Jacobs, Roger Ziebell, Judith Jordan, Cheryl Nymann, Marian Burgdorf and Adam Nymann.
- II. PLEDGE OF ALLEGIANCE**
- III. APPROVAL OF AGENDA-** Boettcher asked to amend the Agenda by adding letter G-EDA Housing Study and letter And H-Organizational/Job Study for City Administrator/Finance Director/City Clerk. Unanimously approved.
- IV. APPROVAL OF CONSENT AGENDA-** Motion by Goede, second by Boettcher to approve the consent agenda. Unanimously approved.
- A. City Council Minutes**
B. Bills
C. Permits/Licenses/Donations
D. Department Head Reports and Board Minutes
- V. UNFINISHED BUSINESS - None**
- VI. NEW BUSINESS**
- A. Approval of Election Judges** – Motion by Boettcher, second by Jacobs to approve Resolution 2014-05. Resolution Appointing Election Judges for the Primary Election of August 12, 2014 and the General Election of November 4, 2014. Unanimously approved.
- B. Discuss Sale of Old Fence and Building from Public Works Site** – Council discussed selling the old fence and public works building. City Administrator Mierau asked council how they would like to proceed. The city will do sealed bids to sell the property. Items to be included on bids are property to be sold in entirety, removed at new owner's expense and city is not liable. City Attorney Mike Flaherty will review the sealed bid information for the sale and bring it back to the council.
- C. Lot Split** – Council discussed the lot split at 500 1st Avenue NE. City Administrator Mierau said that the homeowner had changed the size of the proposed split from 12' x 130' to 12' x 115'. City Attorney Mike Flaherty asked for Legal Descriptions from both properties. Item will be put on agenda for August council Meeting.
- D. Plainview Milk Products-Proposed Loading Increases Request** – City Administrator Mierau explained that Plainview Milk Products is requesting a load increase as they have been going over their daily limits. She asked council to approve the proposed changes that are on the spreadsheets. In 2012 PMP had been granted a load increase. Boettcher stated that he would abstain from any discussion or voting concerning PMP due to his work. Motion by Goede, second by Jacobs to approve the load increase for Plainview Milk Products. Voting in favor: Goede, Jacobs, Graves and Haley, abstaining: Boettcher. Motion passed.
- E. Appointment of New Library Board Member** - Motion by Goede, second by Boettcher to accept the resignation of Cheryl Zerke from the Plainview Public Library Board and approve accepting Amber Benike to complete the term which will be done on December 31, 2014. Unanimously approved.
- F. Set Up Workshop Date for Budget Discussion** – Council will hold a budget workshop on Thursday, July 24th at 5:00pm.
- G. EDA Housing Study** – Boettcher discussed the EDA Housing Study. The EDA is suggesting the Maxfield Research be hired to do such study for \$12,500. He also suggested the City could possibly use some of the Rochester Sales Tax for this. The City Administrator and City Attorney will check to see if the city could use the Sales Tax Money for the study. This will be put on the August Council Meeting Agenda.
- H. Organization Study** – Mayor Graves and Boettcher have been discussing the Personnel Job Description for City Administrator/Clerk/Finance Director with the City Attorneys. Boettcher proposed that the city have Flaherty and Hood do an organizational study of this position. The cost of the project would be \$1,500 plus expenses and would take approximately 5-6 weeks to complete the study. Motion by Haley, second by Boettcher to approve the study. Unanimously approved.

VII. PRESENTATION OF COMMUNITY PETITIONS/GUESTS

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Mike Fabel had two questions for the council. The first question was to Haley about his position on the new public works building and his conflict of interest of the past voting. Mike asked Haley what his thoughts were about the building and how he would vote now? Next he addressed Goede concerning city reserves, and if the city would continue with current tax rates or if they would be lowered. Haley said he was surprised at how high the bids had come in, but felt it would be a good solid building and a good investment for the city. Haley and City Attorney Flaherty said that he/Haley could not say how he would vote. Goede and Council explained past LGA, tax rates, budges and levy rates.

Christina Welke spoke of a basketball hoop in their neighbor hood at 7th Avenue SE. Her husband Anton had received a letter saying that it needed to be taken down. She said the hoop is on an empty lot that is owned by Peter Meyer, and that they had been given permission from him to put the hoop up. Welke’s had received a letter from the city stating the basketball hoop was on the easement and it needed to come down by July 9, 2014. City Attorney Mike Flaherty said he felt the hoop was a liability to the city. It was also discussed that possibly having the neighborhood obtain a license to have the hoop and also carry an insurance policy on it. Council will wait till the next meeting to make a decision on this item. Council also then asked the Welke’s to take the hoop down till they make a decision.

VIII. ADJOURN – Motion by Goede, second by Boettcher to adjourn the meeting. Unanimously approved. Meeting adjourned at 8:13pm.

Todd Graves/Mayor

Peg Tentis/Deputy Clerk

**City of Plainview
City Council Special Meeting Minutes
Thursday, July 24, 2014 at 5:00 P.M.**

- I. CALL TO ORDER and APPROVAL OF AGENDA** – Mayor Graves called the meeting to order on Thursday, July 24, 2014 at 5:00 pm. Present: Goede, Boettcher, Haley and Jacobs. Also Present: City Administrator/Clerk Mierau, Office Manager Schneider, Police Chief Schneider, City Attorney Michael Flaherty, Public Works Director Burgdorf, Head Librarian Henderson, Christina Welke, Anton Welke, Roger Ziebell, Judith Jordan, Cheryl Nymann, Karen DuCharme, and Joe Wheeler. Motion made by Boettcher to approve the agenda. A second by Goede. Unanimously approved.
- II. OLD BUSINESS**
- A. Discuss placement of basketball hoop** – Discussion was held. Haley pointed out that there are basically two options. One would require a license agreement between the homeowners and the city and the other option would be to take the basketball hoop down and enforce the current ordinance on portable basketball hoops as well. Graves gave his opinion on the issue and felt that the hoop should be taken down and did not belong there. Tina Welke spoke to the council regarding examples of other hoops in town that seem to be violating the current ordinance and gave examples of other cities that allow them. Anton Welke also got spoke to the council briefly regarding the placement of the hoop in the easement. Graves felt that he hoop should be removed and an ordinance be drafted regarding the portable hoops. Boettcher agreed with Graves. Haley felt they should be delt with on a case by case basis. Jacobs agreed with Haley. Goede felt that an agreement should be drafted with the homeowners in that cul-de-sac regarding licensing of the basketball hoop. Motion by Goede to have the city attorney draft a licensing agreement to keep the hoop where it is currently placed, but the hoop will be taken down in the interim. A second by Jacobs. Voting yay were Haley, Jacobs, and Goede. Nay votes from Graves and Boettcher.
- B. Housing Study** – The city can use the Rochester Sales Tax money to conduct a housing study. It would cost \$12,500. Discussion was held. Boettcher made a motion to approve the housing study. Second by Haley. Unanimously approved.
- III. NEW BUSINESS**
- A. Small Cities Development Program – Karen DuCharme, SEMMCHRA** – Karen DuCharme gave a presentation to the council regarding sending out a survey to all the residents of Plainview and home improvement projects. The program is based on income and provides assistance to residents that meet the requirements for projects such as furnace replacement, windows replacement, etc. Karen was looking for approval from the council to move forward with the study and for the city to provide a match in the amount of \$5000. Boettcher made a motion to approve the moving forward with the survey and matching funds program. A second by Haley. Unanimously passed.
- B. Discuss 2015 Budget** – Administrator Mierau advised the council on levy changes over the years past. The preliminary levy needs to be turned in by September 1, 2014 and the final in December of 2014. She explained that the levy can be set higher and later lowered in December, but it cannot be set lower and raised in December. Mierau informed council that the LGA money the city receives does indeed count in the city's budget. She asked council what they would like to see done in 2015. Some projects were named such as, the skating rink, update the code book in sections, the library roof and venting, and the brush site needs to be re-done, the lights on main street need to be fixed and it is estimated that the cost will be around \$175,000. Jacobs and Graves commented that they would prefer not to have to raise the levy. Goede mentioned raising water and sewer rates 1%-2%.
- VIII. ADJOURN-** Motion by Goede, second by Jacobs to adjourn the meeting. Unanimously approved. Meeting adjourned At 8:13 p.m.

Todd Graves/Mayor

MariClair Schneider/Office Manager

City of Plainview
Special City Council & Department Head Work Session
Tuesday, August 5, 2014 at 5:00 P.M.

- I. CALL TO ORDER AND APPROVAL OF AGENDA**– Mayor Graves called the meeting to order on Tuesday, August 5, 2014 at 5:00 pm. Present: Goede, Boettcher, Haley and Jacobs. Also Present: City Administrator/Clerk Mierau, Deputy Clerk Tentis, Public Works Director Burgdorf, City Librarian Alice Henderson, City Engineer Tim Hruska, MariClair Schneider, Shane Loftus, Joe Atkinson, Susan Atkinson, Jay Holst, Robin Holst and Cheryl Nymann. Motion made by Boettcher, second by Jacobs to approve the agenda. Unanimously approved.
- II. DISCUSS**
- A. 2015 Budget**-Council discussed the following items in the budget: EDA, Liquor Store Parking Lot, Updating City Code, Administration Organization Job Study, Legal Fees for Administration, Software for Administration, New Position for Police Department, Task Force, New Hire in Public Works, City Sidewalks, Trees, Street Lights, Ice and Snow Removal, Computers in Ambulances, Library Roof, Rink, Pool, Parks, Water, Sewer and Building Repairs for City Hall.
- III. ADJOURN**- Motion by Goede, second by Haley to adjourn the meeting. Unanimously approved. Meeting adjourned at 6:00 p.m.

Todd Graves/Mayor

Peg Tentis/Deputy Clerk

City of Plainview
Special City Council Meeting Minutes
Tuesday, August 5, 2014 at 6:00 P.M.

- I CALL TO ORDER**-Mayor Graves called the Special Meeting to order on Tuesday, August 5, 2014 at 6:00 pm.
- II PLEDGE OF ALLEGIANCE**
- III APPROVAL OF AGENDA**-Motion by Boettcher, second by Jacobs to approve the agenda.
- IV APPROVAL OF CONSENT AGENDA**-Motion by Goede to approve the Consent Agenda with the removal of payment to Thane Hawkins from the extra bills. He asked that it be put on the August 19th Agenda, second by Jacobs. Unanimously approved.
- V NEW BUSINESS**
- A.** Jay Holst Discussion Regarding Sub-Division- Jay Holst presented council with information for a proposed sub-division.
- B.** Approve Part-Time Hire at Liquor Store-Motion by Goede, second by Boettcher to approve hiring Pamela Lang as a part-time Liquor Store Employee contingent upon Back Ground Check and Drug Testing. Unanimously approved.
- VI. PRESENTATION OF COMMUNITY PETITIONS/GUESTS**
- “The City Council welcomes and encourages participation from community members. Please keep in mind that your comments must be pertinent to City Business and must adhere to Data Privacy Rules, no employee’s name may be used. Please do not expect action from the Council this evening regarding your concerns. We also request that your comments be limited to four (4) minutes, speakers will be recognized only once. At this time, we ask that anyone who would like to address the City Council to please step up to the podium and state your name and address”.
- VII. ADJOURN**- Motion by Goede, second by Jacobs to adjourn the meeting. Unanimously approved. Meeting adjourned at 6:15 p.m.

Todd Graves/Mayor

Peg Tentis/Deputy Clerk

City of Plainview
Special City Council & Department Head Work Session
Tuesday, August 19, 2014 at 5:00 P.M.

- I. CALL TO ORDER AND APPROVAL OF AGENDA**– Mayor Graves called the meeting to order on Tuesday, August 19, 2014 at 5:00 pm. Present: Goede, Boettcher and Jacobs. Absent: Haley. Also Present: City Administrator/Clerk Mierau, Deputy Clerk Tentis, Public Works Director Burgdorf, City Librarian Alice Henderson, City Fire Chief Jacobs, Mike Lyons, Joe Atkinson, Susan Atkinson, Roger Ziebell, Wade Dumond, Eric Bennett, Cheryl Nymann and Rick Hodney. Motion made by Goede, second by Boettcher to approve the agenda. Unanimously approved.
- II. DISCUSS BUDGET**
- A. 2015 Budget- Council reviewed the following items: Repairing City Hall Building-City Administrator to get some quotes for this, raising city taxes, new hires for Administration, Police and Public Works, EDA Housing Study, required training for Ambulance EMT's and EMR's, computers in ambulances, street light repairs, setting the tax levy. Council will have another budget meeting on Tuesday, September 9, 2014 at 6:00pm. Motion by Goede to have city attorney do an organizational job study for the police and public works department, seconded by Jacobs. Unanimously approved.
- III. ADJOURN**- Motion by Goede, second by Jacobs to adjourn the meeting. Unanimously approved. Meeting adjourned at 6:00 p.m.

Todd Graves/Mayor

Peg Tentis/Deputy Clerk

City of Plainview
Special City Council Meeting Minutes
Tuesday, August 19, 2014 at 6:00 P.M.

- I. CALL TO ORDER AND APPROVAL OF AGENDA** Mayor Graves called the meeting to order on Tuesday, August 19, 2014 at 6:00 pm. Motion by Boettcher, second by Jacobs to approve the agenda. Unanimously approved.
- II. OLD BUSINESS**
- A. Accept Donation from Fire Relief-Motion by Boettcher, second by Jacobs to approve a \$26,000 donation from the Fire Relief Association for the purchase of a new pickup truck to be used by the Fire Department. Unanimously approved.
- NEW BUSINESS**
- A. Lot Split with Kwik Trip and Trinity Free Church-Motion by Boettcher, second by Goede to approve the Lot Split between Kwik Trip and Trinity Free Church. Unanimously approved.
- B. Developers Agreement with Kwik Trip-The Developers Agreement has been looked over by city staff and the city engineer. Motion by Goede, second by Jacobs to approve the Developers Agreement with Kwik Trip. Unanimously approved.
- C. Easements with Kwik Trip-Wade Dumond representing Kwik Trip discussed the easements. He also updated council concerning the Wetlands Status. Motion by Goede, second by Boettcher to approve the easements.
- IV. ADJOURN**- Motion by Goede, second by Boettcher to adjourn the meeting. Unanimously approved. Meeting adjourned at 6:15 p.m.

Todd Graves/Mayor

Peg Tentis/Deputy Clerk

City of Plainview
Special City Council & Department Head Work Session
Tuesday, September 9, 2014 at 6:00 P.M.

I. CALL TO ORDER AND APPROVAL OF AGENDA– Mayor Graves called the meeting to order on Tuesday, September 9, 2014 at 6:00 pm. Present: Goede, Boettcher, Haley and Jacobs. Also Present: City Administrator/Clerk Mierau, Deputy Clerk Tentis, City Attorney Michael Flaherty, Police Chief Schneider, Public Works Director Burgdorf, City Librarian Alice Henderson, City Fire Chief Jacobs, Chris Henjum, MariClair Schneider, Mark Scheiber, Shane Loftus, Doug Holst, Joe Atkinson, Roger Ziebell, Adam Nymann, Mike Fabel, Marian Burgdorf, Jay Holst, Fran Grover, Josh Koehler, Steve Simanovski, Stacy Montgomery, Brad Jech, Andrea Schouweiler, Scott O’Hara, Virginia Kautz, Karen Graves and Marlin Graves. Motion made by Goede, second by Boettcher to approve the agenda. Unanimously approved.

II. DISCUSS 2015 BUDGET- Councilmen Haley asked for a recap of the August 19th Budget Meeting. Mayor Graves reviewed items discussed at the previous budget meeting. LGA is up \$19,000, Sales Tax Exemption \$75,000, Administrator position, hires for Police Dept. and Public Works, Sidewalks, repairs for City Hall, street lights and rink boards. Council discussed the levy, raising taxes, possible use of the Capital Outlay Project Account, Administrative Position, Police Department/Task Force, Public Works hire, snow removal, replacing of city trees, repairs to city hall building, street lights, EDA, liquor store parking lot and tax rolls for the city. Council will leave the levy the same, wait on hiring for Police/Task Force, hire for public works.

III. ADJOURN- Motion by Boettcher, second by Jacobs to adjourn the meeting. Unanimously approved. Meeting adjourned at 6:45 p.m.

Todd Graves/Mayor

Peg Tentis/Deputy Clerk

City of Plainview
City Council Meeting Minutes
Tuesday, September 9, 2014 at 7:00 P.M.

I. CALL TO ORDER Mayor Graves called the meeting to order on Tuesday, September 9, 2014 at 7:00 pm.

II. PLEDGE OF ALLEGIANCE

III. APPROVAL OF AGENDA-Motion by Goede to approve the agenda with the following amendments: Remove the Public Hearing from the Agenda and letter B-Discuss Conditional Use Permit from New Business, second by Boettcher. Unanimously approved.

IV. APPROVAL OF CONSENT AGENDA-Motion by Goede, second by Boettcher to approve the Consent Agenda. Unanimously approved.

V. PUBLIC HEARING-Removed from Agenda.

VI. NEW BUSINESS

A. Chris Henjum (Coalition of Greater Minnesota Cities)Legislative Update-Christ Henjum discussed the legislative updates for 2014.

B. Discuss Conditional Use Permit-Removed from Agenda-This item was removed from the agenda.

C. Approve Preliminary Levy Resolution 2014-07-Motion by Goede, second by Jacobs to approve the Preliminary 2014 Tax Levy, Resolution # 14-07. In the amount of \$1,611,350. Unanimously approved.

D. Approve Truth in Taxation Meeting Dates-Motion by Goede, second by Boettcher to approve the Truth in Taxation Meeting date of Tuesday, December 9, 2014 at 6:00pm. Unanimously approved.

- E. **Discuss Frozen Water Line Bills from Residents**-The City received two bills from Wendall Schultz Plumbing to Kathleen Green and Gordon Hinds for work on frozen water mains from this past winter. Council discussed the issue. Motion by Boettcher, second by Jacobs to reimburse Kathleen Green \$124.00 and Gordon Hinds \$132.00 and to have the City Attorney draft a detailed resolution concerning frozen water lines. Unanimously approved.
- F. **Approve Maintenance Agreement Between Wabasha County & City**-Motion by Boettcher, second by Haley to approve the Maintenance Agreement Between Wabasha County and the City of Plainview. Unanimously approved.
- G. **Discuss Sidewalk Removal**-Tim Weaver requested permission from the city to remove sidewalk at his property at 120 6th Street SW and replace with dirt and grass at his expense. Motion by Goede, second by Boettcher to approve removal of the sidewalk, even though work has already been done. Unanimously approved.
- H. **Discuss Furnaces at Library**-Motion by Goede, second by Boettcher to replace two furnaces at the library for \$8,970 with \$700 rebate. Unanimously approved.
- I. **Updates to Greenwood Cemetery Regulations**-Motion by Boettcher, second by Jacobs to approve the updates to the Greenwood Cemetery Regulations by adding #14-No casket shall be interred in the cemetery unless it is enclosed in a concrete vault or a plastic cremation vault, ashes must be place in an urn prior to burial and a vault is required for cremation. #15-Nothing is allowed at the footstone, everything needs to be at the headstone. Unanimously approved.
- J. **Roger Ziebell** of 730 2nd Avenue SW expressed his concerns with the city water tower. He asked why the city was without water on Sunday August 31st? He also said the tower was painted last year, and then it was repainted because it was considered the wrong color. He also asked why the water tower is being inspected by WHKS after it is already being inspected by Utility Services? He asked council who is responsible for the water tower? He also asked why the city does not have a generator. Ziebell said the city has no emergency plan in place and also brought up fire protection when an emergency like this happens. Mayor Graves then asked Public Works Director Burgdorf for a Re-cap concerning the water being off on August 31st. Burgdorf said the electricity flickered the morning of August 31st, which then knocked out the VSD at Well #2 then at Well #3. Shane Loftus was on call that day. Lakeside also sent a person over to help. Burgdorf called the officer on duty, then the MN Department of Health. He had trouble getting hold of the TV and radio stations, but was able to talk to a city resident that worked for a radio station she was able to make the contact. Police Chief Schneider sent the message out on the Code Red System, Office Manager MariClair Schneider put the message on Face Book and the city website. Burgdorf also said the employee and family were threatened during this situation. Mayor Graves complimented the Public Works Department for all their work and effort. He also said that he wanted an emergency plan in place and in document form. Ziebell asked why the information on the water was not on tonight's agenda, is there a generator in the new public works building and if it could be used in this situation? Burgdorf said the generator would not be big enough for both wells. Mayor Graves said the city and himself had plans in place for getting water through Bennett's Food Center and making it known to citizens.
- K. **Sheriff Candidate/Scott O'Hara**-Scott O'Hara candidate for Wabasha County Sheriff introduced himself to the council and residents. He presented information about himself and his candidacy. He also asked for questions.

VII. PRESENTATION OF COMMUNITY PETITIONS/GUESTS

“The City Council welcomes and encourages participation from community members. Please keep in mind that your comments must be pertinent to City Business and must adhere to Data Privacy Rules, no employee's name may be used. Please do not expect action from the Council this evening regarding your concerns. We also request that your comments be limited to four (4) minutes, speakers will be recognized only once. At this time we ask that anyone who would like to address the City council to please step up to the podium and state your name and address.”

Doug Holst said he has brought 325 3rd Avenue SW and is in the middle of doing a major remodel at that location. He asked why he being charged for water and sewer when the meter is not hooked up and that no water is being used. City Administrator explained the city policy. Council discussed the situation. Mayor Graves asked that Holst and City Administrator Mierau work out this situation.

Josh Koehler of 425 8th Street SW said he wasn't notified of the water being off on August 31st. He asked if the city had an emergency notification plan. Council suggested signing up for the “Code Red System” that the city offers.

- VIII. **ADJOURN**- Motion by Goede, second by Boettcher to adjourn the meeting. Unanimously approved. Meeting adjourned at 8:03 p.m.

Todd Graves/Mayor

Peg Tentis/Deputy Clerk

City of Plainview
City Council Meeting Minutes
Tuesday, October 14, 2014 at 7:00 P.M.

- I. CALL TO ORDER** Mayor Graves called the meeting to order on Tuesday, October 14, 2014 at 7:00 pm. Present: Goede, Boettcher, Haley and Jacobs. Also present City Administrator/Clerk Mierau, Deputy Clerk Tentis, Public Works Director Burgdorf, City Librarian Henderson, City Attorney Flaherty, Josh Hall, Dean Harrington, Mark Scheiber, Tom Haglund, Roger Ziebell, Stacy Montgomery, Steve Sawyer, Marian Burgdorf, Elaine Garry, Brandon Johnson, Shane Loftus and Matt Schmit.
- II. PLEDGE OF ALLEGIANCE**
- III. APPROVAL OF AGENDA**-Motion by Jacobs, second by Haley to approve the agenda. Unanimously approved.
- IV. APPROVAL OF CONSENT AGENDA**- Mayor Graves acknowledged donations from Wal-Mart for \$2,500 to the Plainview Ambulance Service and \$325 from James & Heidi Purvis in memory of Joe Purvis to the Plainview Fire Department. Mayor Graves also introduced Josh Hall as the new Plainview News Reporter. Motion by Goede, second by Boettcher to approve the Consent Agenda. Unanimously approved.
- V. NEW BUSINESS**
- A. **Senator Schmit** – The senator arrived late so he spoke later in the meeting. Schmit gave a review of the 2013-2014 Legislature and upcoming items for 2015.
- B. **Elaine Garry, People’s Energy Cooperative - Resolution of Support Request** – Elaine Garry and Brandon Johnson representing People’s Energy Cooperative attended the council meeting. Garry presented information on the formation of the Southern Minnesota Energy Cooperative and asked the council to approve the Resolution of Support. Motion by Boettcher, second by Jacobs to approve the City of Plainview Resolution of Support. Unanimously approved.
- C. **Approve New Ambulance Hire**-Motion by Boettcher, second by Jacobs to approve hiring Mark Lathrop as a new hire to the ambulance service. Unanimously approved. Matt has already completed background check and drug testing.
- D. **Approve Resolution 2014-19 for State Windrow** - Motion by Goede, second by Boettcher to approve Resolution 2014-09 to contract with the State of Minnesota to windrow snow on Highway 247 from TH 42 to 7th Street SW at \$120.00 per hour for the 2014-2015 snow season. Unanimously approved.
- E. **Approve Liquor License Renewal** – Motion by Boettcher, second by Haley to approve the renewal of Kim’s Saloon Liquor License for 2015. All paper work and fees have been provided to the city. Unanimously approved.
- F. **Discuss/Approve Lot Split Resolution** – City Attorney Mike Flaherty said he had concerns about this lot split, he wants the city to have the drawing/picture of the property (305 4th Street SW) of who is giving it and that it is not the best idea to approve the resolution without it. Motion by Boettcher, second by Goede to table Resolution 2014-10 until the November Council Meeting. Unanimously approved.
- G. **Lakeside Foods Phosphorus Request** – Lakeside is requesting the city to approve their request decreasing their permitted phosphorus pounds from 44lbs. to 10lbs. City Attorney Mike Flaherty would like to see the agreement between Lakeside and the City. This request will be put on the November 10th Council Meeting Agenda.
- H. **Approve Policy for Ensuring the Security of Not Public Data** –Motion by Boettcher, second by Haley to approve the City of Plainview Policy for Ensuring the Security of Not Public Data. Unanimously approved.
- I. **Discuss Organizational Review** – Council discussed the Proposed Organizational Study for the Police and Public Works, Job Analysis in the Administrative Department and its costs. Motion by Goede, second by Jacobs to proceed with the review. Unanimously approved.
- J. **Discuss Advisory Group for the Pool** – Mayor Graves said that he and Jacobs had met with some citizens that have concerns about the city pool. Jacobs said that initial thoughts are putting a group together to promote the pool, its future and making it successful. Steve Sawyer spoke on behalf of the group. There are concerns on staffing of the pool, activities, the attendance, job descriptions, making the pool a positive place and developing programs. There would be no buying of anything by the group. The group would bring ideas to the Public Works Director and City Council. Motion by Jacobs, second by Haley to approve an Advisory Group for the city pool. Unanimously approved.
- K. **Closed Meeting – Performance Evaluation** – Mayor Graves said the Evaluation would take place following the Presentation of Community Petitions/Guests.

VI. PRESENTATION OF COMMUNITY PETITIONS/GUESTS

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No comments.

Council then went into the closed meeting at 8:01pm.

Mayor re-opened the meeting at 8:35pm.

VII. ADJOURN- Motion by Goede, second by Jacobs to adjourn the meeting. Unanimously approved. Meeting adjourned at 8:35 p.m.

Todd Graves/Mayor

Peg Tentis/Deputy Clerk

SPECIAL PLAINVIEW CITY COUNCIL MEETING
Wednesday, October 1, 2014 at 6:00 P.M.
(This meeting will be held at the Ambulance Building, 110 3rd Street SW)

- I. CALL TO ORDER AND APPROVAL OF AGENDA** Mayor Graves called the meeting to order on Wednesday, October 14 2014 at 6:00 pm. Present: Goede, Boettcher, Haley and Jacobs. Also present City Administrator/Clerk Mierau, Public Works Director Burgdorf, City Librarian Henderson, Shane Loftus, Lucas Golliet, Jay Holst, Sherri Todd. Motion by Boettcher, second by Goede to approve the agenda. Unanimously approved.
- II. PUBLIC HEARINGS**
- A. A conditional use request to change the permitted use of a single-family dwelling to a two-family dwelling/units (duplex) than allowed in an R-1 district. This property is located at 370 5th Street SW, Plainview, MN.; FOSTER'S ADDITION 75'X140' N of 2nd ST EXT & W OF CHURCH ST IN OUTLOT 43 (WWW)
- III. NEW BUSINESS**
- A. **Discuss Conditional Use Permit-** Motion by Boettcher, second by Jacobs to approve. Unanimously approved.
- B. **Job Study Review-** Lucas Golliet gave the council an overview of the job study of the administration department. Discussion was held. Motion by Goede and seconded by Jacobs to do a job study of the public works and police departments. Unanimously approved.
- C. **Discuss Public Works Hire** – Public Works Director Burgdorf spoke to the council regarding hiring someone for his department. Discussion was held. Council agreed to wait until after the job study is done for all the departments.
- IV. ADJOURN-**Motion by Goede, second by Boettcher to adjourn the meeting. Unanimously approved. Meeting adjourned at 7:00 pm.

Todd Graves/Mayor

Renee Mierau/Administrator

City of Plainview
Special City Council Meeting Minutes
Monday, November 10, 2014 at 7:00 P.M.

- I. CALL TO ORDER** Mayor Graves called the meeting to order on Monday, November 10, 2014 at 7:00 pm. Present: Goede, Boettcher, Haley and Jacobs. Also present City Administrator/Clerk Mierau, Deputy Clerk Tentis, Police Chief Schneider, Public Works Director Burgdorf, City Librarian Henderson, City Attorney Flaherty, Mark Scheiber, Tom Haglund, Roger Ziebell, Shane Loftus, Joe Atkinson, Doug Holst, Scott Rohlik, Kathy Rohlik, Xander Henderson, Randy Nagel and Eric Bennett.
- II. PLEDGE OF ALLEGIANCE**
- III. APPROVAL OF AGENDA-** Mayor Graves said that Letter L –Arthur Eggers and Letter M-Pool Advisory Group would be removed from the agenda. Motion by Boettcher, second by Goede to approve the agenda as amended. Unanimously approved.
- IV. APPROVAL OF CONSENT AGENDA-** Motion by Boettcher, second by Jacobs to approve the consent agenda. Unanimously approved.
- V. PUBLIC HEARINGS**
- A.** A variance request to build a detached garage exceeding the height limit by 2 feet. (Section 609.18.3 Height Limit: No accessory building, whether permanent or temporary, shall exceed the height of the principal building. In no event may an accessory building exceed 17 feet in height.). This property is 205 5th Street S.W. legally described Section 17 Twp-108 Range-011 Centerville N80' of Lot 1 & W 45 80' of Lot 2 Blk 26. Motion by Goede, Second by Haley to opened the Public Hearing at 7:03p.m. Scott Rohlik explained their variance request. Boettcher who is on the Planning and Zoning Board said that they had approved it. Motion by Goede, second by Haley to close the Public Hearing at 7:05p.m.
- B.** First Reading Ordinance 2015-01 Establishing Fees for 2015. Mayor Graves presented information for the first reading.
- VI. NEW BUSINESS**
- A. Discuss Variance Request-**Motion by Goede, second by Boettcher to approve Resolution 2014-13 to approve the request for a variance to allow construction of a detached garage exceeding the height limit by 2 feet. Unanimously approved.
- B. Canvass Election Results-** Motion by Jacobs, second by Haley to approve 2014 Election Results. Unanimously approved.
- C. Approve Special Assessments to be filed with county-** Motion by Boettcher, second by Goede to approve the 2015 Special Assessment to be filed with Wabasha County. Unanimously approved.
- D. Bus Route/Parking Designations-** Discussion was held concerning issues with the bus route, parking and stops in the city. City Administrator Mierau and Public Works Director said the city should have two areas for parking and picking riders up, St. Joachim's parking lot and the City/Trailhead parking lot. Discussion was also held regarding walkers. Walkers can still be picked up at the other locations. Motion by Goede, second by Haley for City Administrator to draft and send a letter to the bus company concerning this and a start date of December 1, 2014. Unanimously approved.
- E. Lot Split-**Motion by Boettcher, second by Jacobs to approve Resolution 2014-10 approving the lot split between Keith and Sandy Todd of 305 4th Street SW and Doug and Jana Holst. Motion passed unanimously.
- F. Lot Split-** Motion by Goede, second by Boettcher to approve Resolution 2014-11 approving lot split between Kathleen Lammers of 35 3rd Street SE and Lavern and Beverly Deming. Motion passed unanimously.
- G. Resolution 201-12 Kwik Trip-** Motion by Boettcher, second by Goede to approve Resolution 2014-12 approving the sale of city owned real property in Plainview, MN and dispensing with review of the sale to Kwik Trip. Unanimously approved.
- H. Street Closing Dec. 6, 2014-** Motion by Boettcher, second by Haley to approve closing the 300 and 400 Blocks of 3rd Avenue SW on December 6th, 2014 for the Luminary Lights for Life. Unanimously approved.
- I. Snow Quotes-** City Administrator Mierau explained the Snow Quotes and that there were no quotes for Snow Plowing. Motion by Boettcher, second by Jacobs to approve the Snow Quotes to; Bennett & Sons for Winter Sand \$13.50/yard and Truck Hauling & Snow Dumping \$90.00/hr & \$1800.00/year. Plainview Agri Power Snow Blowing to Plainview Agri Power \$175.00/hour-2 hour minimum. Public Works Director Burgdorf said that his staff would handle the plowing. Goede said that he had talked to Dave Walkes and he had misunderstood the date of the bids. Dave would do the snow plowing at the same price as last year until December 9, 2014. Motion by Goede, second by Boettcher to re-quote the snow plowing bids and to approve Plainview Lawn and Snow to do the plowing until December 9, 2014. Unanimously approved. Discussion was held concerning snow removal.

- J. Monetary Limits-** Motion by Boettcher, second by Jacobs to approve accepting the liability coverage limits of \$1,200,000 from the League of Minnesota Cities Insurance Trust. Unanimously approved.
- K. Outdoor Ice Skating Rink-Randy Nagel-**Nagel expressed his concerns for the city rink. City Public Works Burgdorf gave an update and that it would be lower rink only. Council discussed volunteer staffing for warming house. Haley said he felt a committee for the rink would be a good idea.
- L. Arthur Eggers-Request of Inspection of House/Encroachment-** Removed from agenda.
- M. Pool Advisory Group-**Removed from agenda.
- N. Summary of Conclusions of Evaluation of Performance of City Employee to Minn. State. Sec. 13D.05, subd. 3 (a).** – Mayor Graves read the Conclusion of Evaluation of Performance from Flaherty and Hood concerning Renee Mireau.

VII. PRESENTATION OF COMMUNITY PETITIONS/GUESTS

“The City Council welcomes and encourages participation from community members. Please keep in mind that your comments must be pertinent to City Business and must adhere to Data Privacy Rules, no employee’s name may be used. Please do not expect action from the Council this evening regarding your concerns. We also request that your comments be limited to four (4) minutes, speakers will be recognized only once. At this time we ask that anyone who would like to address the City council to please step up to the podium and state your name and address.”

Roger Ziebell asked about the schedule of the new public works building.
Public Works Director said that at this time the plan to move in, would be November 28, 2014.
Haley asked if there were any penalties being charged if the building was not done at that time.

VIII. ADJOURN- Motion by Goede, second by Boettcher to adjourn the meeting. Unanimously approved. Meeting adjourned at 7:44 p.m.

Todd Graves/Mayor

Peg Tentis/Deputy Clerk

City of Plainview
Special City Council Meeting Minutes
Tuesday, December 9, 2014 at 6:00 P.M.

- I. CALL TO ORDER** Mayor Graves called the meeting to order on Tuesday, December 9, 2014 at 6:00 pm. Present: Goede, Boettcher, and Haley. Absent Jacobs. Also present City Administrator/Clerk Mierau, Office Manager Schneider, Police Chief Schneider, Public Works Director Burgdorf, City Librarian Henderson, City Attorney Flaherty, Mark Scheiber, Roger Ziebell, Curt Appel, Ike Speedling, Jim Walkes, Eric Bennett, Shane Loftus, Steve Sawyer, Ed Jacobs, Mike Lyons, Plainview News Editor.
- II. APPROVAL OF AGENDA-** Motion by Haley to approve the agenda. Second by Goede. Unanimously approved.
- III. 2015 TRUTH IN TAXATION HEARING-** Graves went over the proposed budget for 2015. Haley asked if the amount changed from last year. Mierau explained that it did not change. Haley stated he just wanted to make sure those in attendance knew that. Graves opened the floor up for public comment. Curt Appel asked about the valuation of his home. Mierau informed him that the meeting to discuss property value is held in April. Public comment was closed. Motion by Boettcher to approve the Resolution 14-14. Second by Haley. Unanimously approved.
- IV. ADJOURN-** Motion by Goede to adjourn the Truth in Taxation Hearing. Second by Boettcher. Unanimously approved. Meeting adjourned at 6:06 p.m.

City of Plainview
City Council Meeting Minutes
Tuesday December 10, 2014 at 7:00 P.M.

- I. CALL TO ORDER** Mayor Graves called the meeting to order on Tuesday December 9, 2014 at 6:06 pm. Present: Goede, Boettcher, and Haley. Absent Jacobs. Also present City Administrator/Clerk Mierau, Office Manager Schneider, Police Chief Schneider, Public Works Director Burgdorf, City Librarian Henderson, City Attorney Flaherty, Mark Scheiber, Roger Ziebell, Curt Appel, Ike Speedling, Jim Walkes, Eric Bennett, Shane Loftus, Steve Sawyer, Ed Jacobs, Mike Lyons, Plainview News Editor. Andrea Schouweiler came in at 6:45 p.m.
- II. PLEDGE OF ALLEGIANCE**
- VIII. APPROVAL OF AGENDA-** Motion made by Goede to approve the agenda. Second by Boettcher. Unanimously approved.
- IX. APPROVAL OF CONSENT AGENDA-** Motion by Boettcher, second by Haley to approve the consent agenda. Unanimously approved.
- X. PUBLIC HEARINGS**
- C.** Second Reading Ordinance 2015-01 Establishing Fees for 2015. Boettcher made a motion to open the public hearing. Haley made a second. Unanimously passed. Graves asked for any public comment or questions on the proposed fees. Roger Ziebell asked about the sidewalk fee listed. Graves asked Burgdorf if that was for repair and replacement of sidewalks. Burgdorf explained that yes it was, and that the homeowner would no longer be responsible for replacing the sidewalk on their property. Graves clarified that this won't be a "quick fix" and will happen over time with the worst ones being fixed first. Goede made a motion to close the public hearing, Second by Haley. Unanimously passed.
- XI. UNFINISHED BUSINESS**
- O. Job Study Discussion-** City attorney Flaherty presented the job study results and informed the council that the organizational study is still ongoing. Each department had to fill out a lengthy questionnaire. He explained the timeline and that the original study was not filled out correctly.
- P. Kwik Trip Extension-** Graves stated that Kwik Trip is asking for an extension of the closing date to February 15, 2015 as they complete their due diligence. Mierau explained that Kwik Trip continues to deal with the wetland issues and working with MnDot. Mierau recommended to council that this be the last extension that they grant. Goede suggested that there be a meeting with Wade, Schmidt and Draskowski. Flaherty stated he would be calling Wade to inform him this would be the last extension granted. Boettcher made a motion to approve the extension of the contingency date and closing to be moved to February 15, 2015, and that it be the last extension granted. A second by Goede. Unanimously passed.

XII. NEW BUSINESS

- A. Approve Final 2014 Levy-Resolution 2014-14-** No motions necessary.
- B. Approve Cigarette licenses-** Motion by Goede to approve the cigarette licenses, second by Boettcher. Unanimously passed.
- C. Approve Refuse Licenses –** Motion by Boettcher to approve the refuse licenses pending paperwork. Second by Haley. Unanimously approved.
- D. Appointment to Plainview Sanitary Sewer Board & Meeting in Elgin 12/17/14 7:00 p.m. –** Steve Sawyer agreed to serve on the board. Motion by Boettcher to approve the appointment of Steve Sawyer to the Plainview Sanitary Sewer Board. Second by Haley. Unanimously approved. Graves also mentioned that he would be able to attend the Elgin city council meeting on 12/17/14 as did Boettcher. They would also ensure that they would find a 3rd council member to attend.
- E. Approve Library Board Members –** Henderson recommended Amber Benike and Jeff Henry. Motion by Goede to approve the appointment of Amber Benike and Jeff Henry to the Library Board. Second by Haley. Unanimously approved. Goede thanked Alice for the fast acting on the issues that have arose over the past year. Graves agreed with Goede and thanked Alice for her hard work.
- F. Approve Fire Department Request to proceed with Rescue Truck –** The fire department is requesting permission to gather specs for a new rescue truck for 2016. The truck has been budgeted for and is replacing the 1999 rescue truck. Goede stated that he spoke with the fire department and they have around \$200,000 saved towards it already so by the time 2016 comes it shouldn't be an issue. Jacobs stated it would be a truck with no pump as the pump is very expensive. He went on to say that they don't need a pump, they need a bigger truck to hold all the rescue equipment. Motion by Boettcher to approve the process of getting specs on the rescue truck for the fire department. Second by Haley. Unanimously approved. Graves complimented the fire department on their hard work and keeping the community safe.
- G. Approve Fire Department Designations –** Motion by Goede to approve the designations for the Fire Department. Second by Haley. Unanimously approved.
- H. Approve Auditor Engagement Letter –** The engagement letter from Hawkins & Ash was read. Haley asked the cost of the audit. Mierau stated that the cost would be the same as last year. Motion by Goede to hire Hawkins and Ash as the city auditor again. Second made by Boettcher. Unanimously approved.
- I. Approve Part-time hires for the Police Department –** Motion by Boettcher to hire Kenneth Jacobs and Ryan Speedling as part-time officers for the Police Department, pending background and drug tests. Second by Haley. Unanimously approved. Graves complimented the Police Department.
- J. Approve Ordinance 2015-01 Establishing Fees for 2015 –** Motion by Boettcher to approve the Ordinance 2015-01, fees for 2015. Second by Haley. Unanimously approved.
- K. Discuss Snow Plowing –** Graves reviewed the plowing quote specs and also what was submitted. Burgdorf recommended approving the bid with the condition that that the requirements set forth by public works was met. Goede asked Burgdorf to explain the requirements he set forth and expressed concern that the city public works employees would not be able to complete the tasks in a timely manner and didn't want the public works employees to work 15-16 hour days. Burgdorf explained that he put specs out for a reason and he could talk to Plainview Lawn and Snow to see if they would be able to do it according to spec, or throw the bid out completely and have the public works employees take care of it, or re- bid it. Flaherty explained that the process does not need to be re-bid. The council can reject all bids and then negotiate with Plainview Lawn and Snow to come to an agreement. Boettcher agreed that a negotiation face to face would be a good idea. Graves asked Burgdorf if he felt comfortable negotiating with Plainview Lawn and Snow. Burgdorf stated that he would try. Mierau suggested that one or two council members sit in on the negotiations. Boettcher and Graves volunteered to sit in depending on the time. Discussion took place between council and Flaherty regarding the process. Motion made by Boettcher to reject all bids. Second by Goede. Unanimously approved.
- L. Pool Discussion –Steve Sawyer –** Sawyer handed out a power point sheet explaining some issues with the pool. He started out by complimenting the pool and the staff at keeping the equipment well maintains and the grounds always looking very well. Some items listed to improve would be, lifeguard retention, lifeguard training in a timely manner, program development, swim lesson numbers (have dropped), pool house & pool cleanliness (is not consistent) Discussed the pool committee and the role they would play. Suggestions on programs etc. Burgdorf stated he felt the biggest hurdle is lifeguards and that where things stand right now, the city doesn't have enough returning to even open the pool. Sawyer commented that more outreach needs to happen and that's where the advisory group could be helpful. Council gave Sawyer the authority to move forward.
- M. Ice Rink –** Haley shared some issues from other regarding the ice rink. Haley would like to see if the upper rink could be ready to go soon and would like to get an update on the lower rink. Burgdorf explained where things were at with the lower rink. Haley would like to see the upper rink done for the younger kids. He stated he understood the time constraints put on the public works department and asked that they do the best they can.

XIII. PRESENTATION OF COMMUNITY PETIONS/GUESTS- “The City Council welcomes and encourages participation from community members. Please keep in mind that your comments must be pertinent to City Business

and must adhere to Data Privacy Rules, no employee's name may be used. Please do not expect action from the Council this evening regarding your concerns. We also request that your comments be limited to four (4) minutes, speakers will be recognized only once. At this time, we ask that anyone who would like to address the City Council to please step up to the podium and state your name and address".

Ike Speedling wanted to thank the city for all the work that was done at Eastwood Park.

Graves offered a thank you to the council during his term and urged the new council to remain on a positive path.

Graves went on to thank the community members and the department heads for doing a great job.

- XIV. ADJOURN** – Motion made by Boettcher to adjourn the council meeting, second by Haley. Unanimously passed. Meeting adjourned at 6:55 p.m.

Todd Graves/Mayor

MariClair Schneider/Office Manager