Regular meeting of Plainview City Council was called to order January 8, 2007 at 7:00 p.m. by Mayor Neil Weaver.

Council Present – Neil Weaver, Cindy Eversman, Jim Pederson, Richard Sawyer and Lee Peterson
Council Absent – None
City Administrator – Absent
Finance Director/City Clerk- Nancy Richardson
Attorney – Tom Canan
Visitors: Brian Kilen, Richard Klees, Michael L Burgdorf, Chris Carter

OATH OF OFFICE

The oath of office was administered to Jim Pederson, Neil Weaver, and Richard Sawyer by City Attorney Tom Canan.

APPROVAL OF AGENDA

MOTION: Peterson moved, Pederson second to approve the agenda adding Fire Relief Association donation and expenditure request and Sesquicentennial motion to New Business. Motion passed unanimously.

CONSENT AGENDA

Minutes- December 26, 2006
Building Permits- 5
Other Licenses/Permits- 2 dance permits, 2 temporary liquor licenses
Bills- $144,318.77
Department Head Reports- Fire, Water

MOTION: Peterson moved, Sawyer second to approve the consent agenda, approving minutes as corrected. Motion passed unanimously.

PRESENTATION OF COMMUNITY PETITIONS/GUESTS

Chris Carter asked Council for an additional 30 days to clean up his property. The letter from City Hall had stated that he needed it cleaned up by January 15, 2007.

MOTION: Sawyer moved, Peterson second to grant a 30-day extension to Chris Carter to clean up his property. Motion passed unanimously.

UNFINISHED BUSINESS

Water Delinquencies

The Public Works Director asked about the Cold Weather Rule. City Attorney Tom Canan clarified that it does not necessarily apply to water utilities, and even if it did, he believed that most homes have closed loop systems where even if water were shut off, the customer would not lose heat. Councilmember Sawyer reaffirmed.

MOTION: Sawyer moved, Pederson second to approve the disconnection, and certification to the county if necessary, of the delinquent water accounts. Motion passed unanimously.

Board Appointments
There are still a few vacancies to fill, and liaisons will be determined at the January 22, 2007 Council meeting.

MOTION: Peterson moved, Sawyer second to approve the Official Designations and Board Appointments, as listed. Motion passed unanimously.

**Y Bond Usage Fee**

Council will address this at the January 22, 2007 meeting. Staff was directed to get a bid on demolishing the house and to get a quote on the fee to see if the house has asbestos. City Attorney Tom Canan recommended Asbest-B-Gone.

**NEW BUSINESS**

**2007 Capital Projects and Future Capital Expenditures**

Tabled until a future meeting.

**Fire Relief Gambling Fund Donation**

MOTION: Sawyer moved, Peterson second to approve the fire relief gambling donation of $3,100. Motion passed unanimously.

**Capital Expenditure Request**

MOTION: Sawyer moved, Pederson second to approve the expenditure of $3,100 for updating the training room at the fire hall for $3,100. Motion passed unanimously.

**Sesquicentennial Request**

MOTION: Peterson moved, Eversman second to approve the disposition of Sesquicentennial merchandise and monies as proposed by the Sesquicentennial Committee (t-shirts and buttons to the new tourism committee; plates, crocks, calendars and books to the History Center; and, monies to be distributed for landscaping the gazebo, a plaque for the gazebo, with the balance of funds going to the History Center to cover costs of their project to put names on all of the Sesquicentennial pictures). Motion passed unanimously.

Council closed the meeting at 7:28 p.m.

**Closed Meeting to Discuss Pending Litigation**

Upon reopening the meeting, City Attorney Tom Canan summarized that a motion had been made and passed for the City Attorney to represent the City in Wabasha Court on February 15th at 1:30 p.m. in Conciliation Court regarding the Grover claim.

**COUNCIL COMMENT**

Councilmember Eversman stated that she felt she did not think liaisons should be doing evaluations of Department Heads and felt she was not doing it justice. Much discussion ensued. This will be addressed at the special meeting. Staff will find out how other cities evaluate their department heads.

Councilmember Sawyer thought the library should have handicap-accessible doors. He suggested a letter go out to everyone, or be given to new residents, with valuable information regarding some of our City
ordinances, i.e. snow plowing regulations, ATV’s, etc. He also asked for follow up regarding Grover driveway work without a permit. Staff will follow up.

Councilmember Pederson recommended a Volunteer Committee.

MOTION: Pederson moved, Eversman second to establish a Volunteer recognition committee with three to five people (each councilmember to find one member), a budget of $1,000, each year to be finalized and recognized by Volunteer Appreciation Week. Motion passed unanimously.

Councilmember Pederson updated Council as to the initial meeting of the Health Alliance (using SE Minnesota Initiative Fund grant monies). There were 12 in attendance and they are looking for 20. The first meeting initially started talking in terms of making Plainview more user-friendly to retirees, but as there were individuals there from Elgin and Millville, the perspective changed to addressing the issue school-district-wide. He asked for an exception to the community room rent arguing that the activities would benefit the City. At this time, the Council stated that there should be no exceptions.

Councilmember Pederson also asked for the revolving loan monies to go to EDA. Some felt the monies should stay with the City. There will be further discussion of this.

Finance Director/City Clerk Nancy Richardson stated that in order to move more easily to a monthly utility billing in the future, the payment dates would need to be tightened up and that a proposed letter will be presented at a future meeting (this could be piggy-backed on an ordinance pamphlet). She suggested an appreciation dinner for Sesquicentennial donors and volunteers, and/or to honor Joel Eggenberger for all the work he did on the Sesquicentennial. Lastly, she asked Council to choose their special meeting date.

Council selected Saturday, February 17, 2007 at 10:00 a.m. for their special meeting. Lunch will follow. Agenda will include capital expenditures and projects, use of the economic development and promotion fund, and evaluation procedures.

City Attorney Tom Canan referenced a court ruling regarding a township and violations of open meeting law and how the court established that there had to be three separate adjudications before removal from office.

Neil Weaver asked if either Councilmember Pederson or Councilmember Sawyer would attend a special meeting Tuesday at 10:00 a.m. with EDA to discuss a property parcel.

Additional Packet Items for Information Only
Sump Pump letters.
Canan letter to Carter re: ordinance violations.
List of Economic Development activities for 2006.
“Meet and Greet” invitation.
Letter from Cindy Severson, resigning as project manager of the Street Plantings.

ADJOURNMENT

MOTION: Peterson moved, Pederson second to adjourn the meeting. Motion passed unanimously.

Meeting adjourned at 8:20 p.m.

Submitted by,
Neil D. Weaver, Mayor                       Nancy Richardson, Finance Director/City Clerk
Regular meeting of Plainview City Council was called to order January 22, 2007 at 7:00 p.m. by Mayor Neil Weaver.

Council Present – Neil Weaver, Cindy Eversman, Jim Pederson, Richard Sawyer and Lee Peterson
Council Absent – None
City Administrator – Steven Robertson
Finance Director/City Clerk- Absent
Attorney – Absent
Visitors: Darold Heddlesten, Brian Kilen

APPROVAL OF AGENDA

MOTION: Peterson moved, Pederson second to approve the agenda. Motion passed unanimously.

CONSENT AGENDA

Minutes- January 8, 2007
Building Permits- 0
Other Licenses/Permits- 0
Bills- $243,931.26
Department Head Reports- Library
Boards- EDA

PRESENTATION OF COMMUNITY PETITIONS/GUESTS

Darold Heddlesten wanted to know what the status was on his complaint about a barking dog in his neighborhood. He was directed to talk to staff at the police department in person the following day.

UNFINISHED BUSINESS

New Hires for the Liquor Store

Liquor Store Manager Donald Hall had requested that the City Council promote Sarah Heise, one of his part time employees, to full time.

MOTION: Sawyer moved, Pederson second to approve the hire of Sarah Heise full-time (from part-time) at $9.55 per hour effective 2/1/07. Motion passed unanimously.

Water Disconnections

Jim Pederson asked about the number of water disconnects and asked about the process for shutting people’s water service.

MOTION: Peterson moved, Pederson second to approve the disconnection, and certification to the county if necessary, of the delinquent water accounts. Motion passed unanimously.

Burkhardt Brick House Project

This item will be discussed at the next City Council meeting.

Aerial Imagery Cost Sharing Agreement

Steven Robertson discussed that this project would provide detailed aerial information of the City.
MOTION: Peterson moved, Pederson second to approve the contract for cost share of the Aerial Imagery project with Wabasha County and the Cities of Wabasha, Lake City, and Mazeppa. Motion passed unanimously.

NEW BUSINESS

2007 City Board Appointments and City Council Liaison Assignments

It was discussed to reassign Richard Sawyer from Ambulance and put him, along with Cindy Eversman, as the liaisons to the Library and Library Board. Jim Pederson would then become the Ambulance Liaison.

MOTION: Peterson moved, Pederson second to approve the revised Council Liaisons. Motion passed unanimously.

City Council Survey/Evaluation

This information was complied at the request of the City Council. There was no discussion.

Extension of the Plainview/Elgin Ambulance Mutual Aid Contract

It was noted that Susan Cook wrote a memo recommending extending the contract another six months. Richard Sawyer asked if volunteers were compensated when they were called to go on a run, but the run was cancelled while the crew was in route.

MOTION: Peterson moved, Eversman second to approve the six month extension for the Elgin-Plainview Ambulance Mutual Aid Contract. Motion passed unanimously.

Final Approval of Business Subsidy to Haley Properties, LLC

MOTION: Pederson moved, Peterson second to approve the revised business subsidy contract with Haley Properties LLC. Motion passed unanimously.

Volunteer Appreciation Committee

It was noted that Steven Robertson and Bev Pille will serve as two members of the committee; it was hoped that more would be willing to serve after Jim Pederson placed an article in the paper.

Contract with Plainview History Center

The Plainview History Center would like to be able to remove any historic fixtures from the former Burkhardt house prior to its demolition.

MOTION: Peterson moved, Eversman second to approve the contract with Plainview History Center. Motion passed unanimously.

COUNCIL COMMENT

Richard Sawyer asked about the status of the Swanson home occupation.

Cindy Eversman asked if work trailers would receive snow bird tickets too if they were on the street during snow removal.
Jim Pederson wanted to discuss the EDA revolving loan fund; it was noted that this item is already on the agenda for the special meeting in February.

Lee Peterson wondered what was the status of the restaurant at the golf course.

Neil Weaver noted that Ferman Lanning had resigned from the EDA.

MOTION: Pederson moved, Peterson second to thank Ferman Lanning for his years of service on the Economic Development Authority. Motion passed unanimously.

**Additional Packet Items for Information Only**

Two letters to Grover regarding driveway building permit.
List of sump pump ordinance violators.
Sump pump violation letter.
Extension request by Shawn Polson.
Plainview Foundation start up letter.
Lanning letter of resignation from the EDA.
Letter from Minnesota Governmental Agency Finance Group.
Debt schedule.
Plainview News EDA article.
“Meet and Greet” notices.
Plainview Area Migrant Council meeting notice.

**ADJOURNMENT**

MOTION: Pederson moved, Sawyer second to adjourn the meeting. Motion passed unanimously.

Meeting adjourned at 7:44 p.m.

Submitted by,

______________________________  ______________________________
Neil D. Weaver, Mayor          Steven Robertson, Acting Clerk
Regular meeting of Plainview City Council was called to order February 12, 2007 at 7:00 p.m. by Mayor Neil Weaver.

Council Present – Neil Weaver, Cindy Eversman, Jim Pederson, Richard Sawyer and Lee Peterson
Council Absent – None
City Administrator – Steven Robertson
Finance Director/City Clerk- Nancy Richardson
Attorney – Tom Canan
Visitors: Eric Swanson, Michael L Burgdorf, Darold Heddlesten, Brian Kilen

APPROVAL OF AGENDA

MOTION: Pederson moved, Peterson second to approve the agenda. Motion passed unanimously.

CONSENT AGENDA

Minutes- January 22, 2007
Building Permits- None
Other Licenses/Permits- 5 tobacco licenses, 3 waste licenses, 1 dance permit, 1 raffle permit
Bills- $202,172.55
Department Head Reports- None
Boards- None
Resolutions- None

MOTION: Peterson moved, Pederson second to approve the consent agenda tabling the payment for Library shelving from Library Memorial Fund (Deming) and ask for clarification by the next meeting. Motion passed unanimously.

PRESENTATION OF COMMUNITY PETITIONS/GUESTS

Darold Heddlesten stated that he had asked the Police Department about the barking dog issue and stated that he had done what he was asked to do, but that the Police had not followed up. City Attorney Tom Canan asked if the party had pled guilty. Darold Heddlesten stated that she had paid three tickets (two in Wabasha Co and one fine in Plainview). He proceeded to play a tape of the barking dog. He stated that he wants to see the dog gone, that the chief had not talked to him, and that Assistant Chief Tim Schneider told him to fill out a form and that he has not been contacted since. He added that he felt he’s done what he needs to do according to the ordinance. Councilmember Sawyer added that Heddlesten has a list of neighbors’ signatures which had been presented at an earlier council meeting. City Attorney Tom Canan recommended the bail and fine schedule from the county and suggested the criminal attorney attend and show in court too on those days. Darold Heddlesten stated that there were 18 calls on record. Police liaison Councilmember Pederson, City Administrator Steven Robertson, and Police Chief Randy Doughty will meet the next day to address this issue.

NEW BUSINESS

Presentation by Jim Howard of 2007 City Insurance

Jim Howard summarized the 2007 City Insurance. He asked the Council to consider adding equipment breakdown insurance which runs about $600 per year which would provide added protection. He wants to get a grant for the Fire Department. They are having a Liquor store training for staff on Sunday, March 4 at the Radisson downtown Rochester at 9:30 a.m., 12:00 p.m. and 2:30 p.m. Councilmember Sawyer expressed interest in attending. Jim Howard also recommended a motor vehicle record review for all city employees. He also reminded the Council that the Volunteer coverage is for volunteers approved by city
council. Councilmember Eversman noted that there seemed to be a vehicle omitted from the list. Staff will double check the property listing on record with C.O. Brown.

MOTION: Peterson moved, Sawyer second to not to waive the statutory tort liability limits. Motion passed unanimously.

MOTION: Pederson moved, Sawyer second to approve the motor vehicle record review program as presented by Jim Howard of C.O. Brown. Motion passed unanimously.

**Home Occupation Permit- 420 2nd Av NW**

Councilmember Pederson asked why this request had not gone to the Planning Commission to which the City Administrator responded that this is a “minor” home occupation which does not require a hearing at the Planning Commission. Eric Swanson is asking for a home occupation permit for selling parts, oils and lubricants and to service motorcycles and snowmobiles as a spare-time hobby. Councilmember Sawyer asked if he would be running machines and felt snowmobiles are very noisy and doesn’t feel it belongs in a residential area. Eric Swanson responded that they would run for a few minutes but it would be during the day, as he works nights. Darold Heddlesten said he lives two houses away and he’s been listening to it for two years. He played a tape of the noise. Eric Swanson said the other neighbors are OK with it.

Darold Heddlesten suggested that any time you have a proposed business that makes noise, it should be considered a “major” home occupation. City Attorney Tom Canan asked about changing oil and lubricants and if they were being properly disposed of and encouraged council to make sure that they make adequate provisions for the noise and disposition of oil, antifreeze, and other chemicals. Darold Heddlesten added that according to city code, everything should be inside.

Eric Swanson suggested a compromise; that he would not do the servicing but that he’d like to sell the amzoil and parts. Councilmember Peterson suggested council deny this application and ask Eric Swanson to reapply. Councilmember Sawyer stated to Darold Heddlesten that when a person lives in a city, one realistically won’t be able to get away from noise.

MOTION: Peterson moved, Sawyer second, upon advice from City Attorney and from neighborhood representative, to move to deny the application for the home occupation permit. Motion passed. Voting in favor: Pederson, Peterson, Sawyer. Voting against: Weaver, Eversman.

City Attorney Tom Canan noted the reasons for the denial as concern about disposal of hazardous chemicals, concerns about noise, and concerns about complete interior storage of all items related to the business. Darold Heddlesten asked what happens if Swanson continues to use property but not authorized. City Attorney Tm Canan answered that the City will need to follow up and a citation can be issued if he runs an illegal business.

**2007 Board of Equalization Date**

MOTION: Pederson moved, Peterson second to approve the Board of Equalization meeting April 9, 2007 at 6:00 p.m. Motion passed unanimously.

**Agenda for Special Council Meeting**

MOTION: Peterson moved, Pederson second to change the special meeting date to February 24, 2007 at 10:00 a.m. Motion passed unanimously.

**10th Av SW Property**
Public Works Director Michael Burgdorf reported that the house has been tested for asbestos. The ceiling tile upstairs has asbestos and all the windows are glazed with asbestos. This asbestos must go to a state approved landfill and this cost is $1,535. There’s some asbestos on the roof, some under the sink, and some in the floor tile, and this can just go with the demolished house remains to a landfill in Wabasha. The debris must be wetted. Cost is $15.60 per yard and three costs estimates will be gathered. There was some discussion as to what to do with the lot.

COUNCIL COMMENT

City Administrator Steven Robertson stated that the “City Council Evaluation” had gone out with employee paychecks.

Councilmember Eversman asked if we know what happens with businesses moving in and out and if there’s ever any follow up to home occupations. City Administrator Steven Robertson answered that sometimes we do know about businesses coming and going, sometimes not, and the new ordinance requires applicants to reapply.

Additional Packet Items for Information Only
2006 Financial results summary.
PFA interest payment request.
US Cable billing notice.
Sump pump letter to Best Assets (Kuhlemeier).
Wabasha County Jail cost estimates.
PFA general loan request.
Waste Management change of service notification.
State of Minnesota Municipal Liquor store information.
Wabasha County Fair support request.

ADJOURNMENT

MOTION: Pederson moved, Eversman second to adjourn the meeting. Motion passed unanimously.

Meeting adjourned at 8:28 p.m.

Submitted by,

___________________________  __________________________
Neil D. Weaver, Mayor        Nancy Richardson, Finance Director/City Clerk
Special meeting of Plainview City Council was called to order February 24, 2007 at 10:00 a.m. by Mayor Neil Weaver.

Council Present – Neil Weaver, Cindy Eversman, Jim Pederson, Richard Sawyer and Lee Peterson
Council Absent – None
City Administrator – Steven Robertson
Finance Director/City Clerk- Nancy Richardson
Attorney – Absent
Visitors: Michael Burgdorf, Susan Cook

APPROVAL OF AGENDA

MOTION: Pederson moved, Sawyer second to approve the agenda. Motion passed unanimously.

UNFINISHED BUSINESS

Capital Projects 2007

There was some discussion as to UBF funds and the directions as to their use. There was discussion with respect to the Council’s designation by motion of the use of UBF funds for the pool. The Mayor stated that department heads should make recommendations on how to spend UBF, and the Council should listen.

MOTION: Peterson moved, Pederson second to return designation of pool amount from UBF, back to UBF. Motion passed. Voting in favor: Weaver, Pederson, Peterson. Voting Against: Sawyer, Eversman.

Department Heads were directed to prioritize capital needs for UBF and to return with a suggestion to City Council.

Public Works Director Michael Burgdorf continued by discussing Public Works capital needs. The water tower would need 18 months from the start of the project. When asked, Finance Director/City Clerk Nancy Richardson thought water rates might need to increase 30 to 40%, and that such a rate increase might make Lakeside consider their options. Mayor Weaver thought maybe a 25% increase. City Administrator Steven Robertson indicated that the City Engineer had been wanting to look at this with the industries and consider contracts with them. City Administrator Steven Robertson will move forward with the Water Tower project and will also coordinate a meeting with City Engineer Bill Angerman, Lakeside’s Bill Arendt, and others.

Public Works Director Michael Burgdorf went on to address other needs indicating that he needs the small truck more than the large truck, the tennis courts need repair, and he needs an additional $15,000 for the street overlays.

Ambulance Director Susan Cook expressed the need for a new ambulance and that the new one would have a stronger engine, allowing it to start faster from a stopped position. She added that with the new ambulance may come increased costs for the new mobile radios. She felt the new ambulance was needed for 2007. She discussed the pros and cons of motorized cots. As for smaller capital needs, her greatest needs are the funds to begin ALS and funds for additional, secure storage.

Finance Director/City Clerk Nancy Richardson will be working on the “starred” items on the list. (Those items that may be financed with bonding). City Administrator Steven Robertson addressed Administration needs. Councilmember Sawyer suggested a contractor look at City Hall roof.

Allocation of Community Promotion Funds for 2007
Councilmember Pederson suggested using some monies to lock in a real estate right to acquire land. Mayor Weaver suggested that he address PADCO and EDA. Staff will contact interested parties to present before city council.

Council recessed at 11:14 a.m.

Council reconvened at 11:19 a.m.

**Review Performance Evaluations and Evaluation Process**

City Administrator Steven Robertson indicated that Council had asked how other cities evaluate staff. Some information was included in the packet. In addition, at Council’s request, anonymous questionnaires were passed out to 33 staff and each Department Head and councilmember would get only comments directed toward them and also responses to the general questions about the City and City Council. He suggested that some comments were constructive, some were negative, and some were unfortunately mean and unconstructive.

**COUNCIL COMMENT**

City Administrator Steven Robertson noted that Haley has not yet signed the contract and requested a change in employee guarantee from 52 at $17/hour to 50 at $16/hr.

**MOTION:** Pederson moved, Eversman second to approve the amendment to the Haley Business subsidy contract for employee guarantee from 52 at $17/hour to 50 at $16/hr. Motion passed unanimously.

City Administrator Steven Robertson noted that the bill for the asbestos testing would be charged to the Mayor and Council budget.

**ADJOURNMENT**

**MOTION:** Sawyer moved, Eversman second to adjourn the meeting. Motion passed unanimously.

Meeting adjourned at 11:27 a.m.

Submitted by,

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Neil D. Weaver, Mayor

Nancy Richardson, Finance Director/City Clerk
Regular meeting of Plainview City Council was called to order February 26, 2007 at 7:00 p.m. by Mayor Neil Weaver.

Council Present – Neil Weaver, Cindy Eversman, Jim Pederson, Richard Sawyer and Lee Peterson
Council Absent – None
City Administrator – Steven Robertson
Finance Director/City Clerk- Nancy Richardson
Attorney – Absent

APPROVAL OF AGENDA AND CONSENT AGENDA

MOTION: Peterson moved, Pederson second to approve the agenda adding the UBF to Unfinished Business, and adding new bills and the Aerial Imaging contract amendment to the consent agenda. Motion passed unanimously.

CONSENT AGENDA

Minutes- February 12, 2007
Building Permits- None
Other Licenses/Permits- 1 temporary liquor license, 2 dance permits
Bills- $125,326.16
Department Head Reports- Library
Findings of Fact- Home Occupation permit request
Contract amendment for the aerial imaging contract.

PRESENTATION OF COMMUNITY PETITIONS/GUESTS

No citizens had any concerns/comments to bring forward.

UNFINISHED BUSINESS

UBF Fund Requests from the Department Heads

It was noted that Department Heads felt that the request for $15,000 for additional street overlay and any work done at the 10th Ave compost site should come from sources other than UBF.

MOTION: Sawyer moved, Eversman second to approve the use of $15,000 from the excess levy to fund additional street repairs. Motion passed unanimously.

MOTION: Pederson moved, Peterson second to approve the use of $112,150 from the UBF to finance the capital improvement items as selected by Department Heads. Motion passed unanimously.

NEW BUSINESS

Fire Relief Association Donation

MOTION: Peterson moved, Sawyer second to approve the Fire Relief Association donation from gambling proceeds of $1,000 to the Water Fund for hydrant markers. Motion passed unanimously.

2007 Spring Clean Up

MOTION: Sawyer moved, Eversman second to approve May 12th, 9:00 a.m. to noon for the annual spring clean up. Motion passed unanimously.
Councilmember Sawyer will check his schedule and one more councilmember will be needed to assist.

**Home Occupation Permit- Oil and Part Sales (420 2nd Av NW)**

MOTION: Pederson moved, Eversman second to approve the Home Occupation permit request for the sale of oils, lubricants and parts (no service). Motion passed unanimously.

**New Hires for the Police Department (Administrative Assistant)**

Councilmember Peterson asked if there was a job description for this position. City Administrator Steven Robertson briefly described the interview process.

MOTION: Peterson moved, Pederson second to approve the hire of Erin Loftus part-time (20 hrs/wk) at $12.43 per hour beginning March 8, 2007 pending positive results from the required background checks and drug tests. Motion passed unanimously.

**Discuss New Hire for Public Works/Water/Sewer Department**

Public Works Director Michael Burgdorf indicated that Ken Chevalier will be retiring in November and he would like to get a new person on board to train.

MOTION: Sawyer moved, Pederson second to hire a replacement to train for six months before Ken Chevalier’s retirement. Motion passed unanimously.

**COUNCIL COMMENT**

City Administrator Steven Robertson indicated that instead of City Hall being “smoke-free”, it would be “tobacco-free”.

City Administrator Steven Robertson noted two public hearings, one with MPCA about a feedlot outside of town and the other with the County about the transfer of funds. Finance Director/City Clerk Nancy Richardson added that the County is interested in moving $779,000 from a road construction fund specifically for use in cities with a population of less than 5,000 to a road construction fund that can be used for any county road (major overlays and construction as opposed to minor repairs). The issue is whether or not any issue should be raised regarding this transfer.

Councilmember Sawyer clarified that the library shelving was approved tonight in the consent agenda. There was some discussion as to library and use and direction of funds.

Councilmember Peterson asked Darold Hedlesten about his barking dog issue. City Administrator Steven Robertson added that a ticket had been written and that City Attorney Tom Canan would be writing the owner a letter.

**Additional Packet Items for Information Only**

Certification letter to County- Moyer.
Certification letter to County- Petro/Kennelly.
PE Sanitary District violation letter.
News article on evaluations.
Plainview Area Community and Youth Center rent report.
Deposit letter to landlords.
ADJOURNMENT

MOTION: Peterson moved, Sawyer second to adjourn the meeting. Motion passed unanimously.

Meeting adjourned at 7:32 p.m.

Submitted by,

_____________________________  ________________________________
Neil D. Weaver, Mayor    Nancy Richardson, Finance Director/City Clerk
Regular meeting of Plainview City Council was called to order March 12, 2007 at 7:00 p.m. by Mayor Pro Tem Lee Peterson.

Council Present – Jim Pederson, Richard Sawyer and Lee Peterson  
Council Absent – Neil Weaver and Cindy Eversman  
City Administrator – Steven Robertson  
Finance Director/City Clerk- Nancy Richardson  
Attorney – Absent  
Visitors: Chad Jensen, Ike Speedling, Michael L Burgdorf, Brian Kilen, Susan Cook, Linda Bateman  

APPROVAL OF AGENDA  
MOTION: Pederson moved, Sawyer second to approve the agenda. Motion passed unanimously.  

CONSENT AGENDA  
MOTION: Pederson moved, Sawyer second to accept the $2,200 donation from the Plainview Fire Relief Association gambling funds to be used for training room upgrades. Motion passed unanimously.  

Minutes- February 24, 2007 and February 26, 2007  
Building Permits- 3  
Other Licenses/Permits- None  
Bills- $98,598.27  
Department Head Reports- None  
Boards- None  
Resolutions- None  

MOTION: Sawyer moved, Pederson second to approve the consent agenda. Motion passed unanimously.  

PRESENTATION OF COMMUNITY PETITIONS/GUESTS  
Ike Speedling addressed the Council regarding the ordinance requirement to pay $75 to have water service shut off from one of two meters at his place of business, adding that he did not feel this was right. Councilmember Pederson noted that if Council makes an exception to the ordinance, then other requests for exceptions would come forward. Councilmember Peterson suggested the possibility of reviewing the issue with full Council. Councilmember Sawyer asked if the $75 was fair. Public Works Director Michael Burgdorf stated that the $75 was just an average cost of turning the water off (or on). Councilmember Sawyer mentioned that Ike Speedling had bought the property as is and that both waters were used before. He added that Council will consider this issue in two weeks. Ike Speedling asked when his water could be shut off. Public Works Director Michael Burgdorf said he could do it Tuesday. Ike Speedling put his check on the table and asked for his water to be turned off Tuesday. Finance Director/City Clerk Nancy Richardson added that this issue had been discussed with an ordinance change several years ago and the costs of turn off and turn on were considered then and that there were many other exceptions which Council would have to consider if they opened this up for discussion.  

UNFINISHED BUSINESS  

2006 Audit Presentation  
Kyle Meyers from Abdo, Eick and Meyers CPA’s reviewed the management discussion and analysis, the audit letter, the audit, and the information therein. He noted that suggested policy write ups had no time frame although they should be complete by next year’s audit.  

MOTION: Sawyer moved, Pederson second to approve the 2006 audit. Motion passed unanimously.
NEW BUSINESS

Cemetery Maintenance Bid and Contract

MOTION: Pederson moved, Sawyer second to approve the Timm’s Lawn Care proposal for the cemetery mowing bid (and contract). Motion passed unanimously.

Brick House Demolition Quote

MOTION: Sawyer moved, Pederson second to approve Heartland Excavating as the lowest responsible bidder for the brick house demolition, to be completed by 6/6/07. Motion passed unanimously.

New Hires for the Ambulance Department

MOTION: Pederson moved, Sawyer second to approve the hire of Amy Selnes pending positive results from the required background checks and drug tests. Motion passed unanimously.

Resignation from the Ambulance Department

MOTION: Sawyer moved, Pederson second to accept the resignation, with regrets, of Susan Cook, Ambulance Director, from the Ambulance Department effective March 24th, 2007. Motion passed unanimously.

There was some discussion as to Gold Cross Ambulance and the next step the Council takes. Council will table until their next special meeting Susan Cook’s offer to continue with some director responsibilities on a part-time basis. Gold Cross will be asked for a site analysis as soon as possible, preferably while Susan Cook is still here. Councilmember Pederson suggested overall action as soon as possible as well.

MOTION: Pederson moved, Sawyer second to hold a joint meeting with the Ambulance Advisory Board March 21, 2007 at 7:00 p.m. Motion passed unanimously.

MOTION: Pederson moved, Sawyer second to initiate the Gold Cross site analysis as soon as possible. Motion passed unanimously.

Councilmember Peterson thanked Susan Cook for all she’s done for the Department.

Information on City Donations

City Administrator Steven Robertson explained that the City can give money to a non-profit only if it meets a public purpose and is explicitly authorized by State statute. Council generally agreed that no action would be taken at this time.

COUNCIL COMMENT

City Administrator Steven Robertson noted that the personnel policy manual needs some updating and this will be addressed in the next year.

Councilmember Sawyer asked about the County hearing regarding the transfer of funds for county roads.

Councilmember Pederson expressed interest in the Alliant seminar.
MOTION: Pederson moved for the City to pay for four people to go to the seminar. Motion failed for lack of a second.

Councilmember Pederson indicated that he will be attending the Alliant Energy seminar in Mason City.

**Additional Packet Items for Information Only**

PADCO’s Meet and Greet data compilation.
Wabasha County Dept of Highways Public Hearing notice.
Plainview Area Community and Youth Center rent report.
SAC/WAC survey.
League of Minnesota Cities memo- Public Purpose Expenditures.

**ADJOURNMENT**

MOTION: Pederson moved, Sawyer second to adjourn the meeting. Motion passed unanimously.

Meeting adjourned at 8:18 p.m.

Submitted by,

______________________________  ________________________________
Lee Peterson, Mayor Pro Tem       Nancy Richardson, Finance Director/City Clerk
Special meeting of Plainview City Council was called to order March 21, 2007 at 7:00 p.m. by Mayor Pro Tem Lee Peterson.

Council Present – Cindy Eversman, Jim Pederson, Richard Sawyer and Lee Peterson
Council Absent – Neil Weaver
City Administrator – Steven Robertson
Finance Director/City Clerk- Absent
Attorney – Absent
Visitors: Cheryl Eversman, Dr Pesch, Julie Jurgenson, Barb Funke, Mike Hutchinson

APPROVAL OF AGENDA

MOTION: Pederson moved, Sawyer second to approve the agenda, order as amended. Motion passed unanimously.

NEW BUSINESS

On-Call Coverage

MOTION: Sawyer moved, Pederson second to appoint Julie Jurgenson as Interim Ambulance Director from March 20th to May 1st at $25.00 per hour. Motion passed unanimously.

MOTION: Pederson moved, Eversman second to approve the appointment of Tracy Gulbranson as Interim Assistant Ambulance Director from March 1st to May 1st at $150.00 per month. Motion passed unanimously.

MOTION: Sawyer moved, Pederson second to approve ambulance volunteer pay of $4.00 per hour for Monday through Friday 6:00 a.m. to 6:00 p.m. for the 2 or 3 crew spots from March 19th through May 1, 2007. Motion passed unanimously.

Councilmember Sawyer and Councilmember Pederson agreed that full-time positions should be considered. Council generally agreed to not accept Susan Cook’s offer to work part-time on various ambulance projects. Julie Jurgenson felt Gold Cross, with their expertise and experience, could work on policies and ALS.

Councilmember Sawyer inquired as to the status with covering Elgin during the day. It was noted that there have been only about 4 daytime Elgin calls in 8 months. City Administrator Steven Robertson suggested inviting Dave Kols to a meeting. Councilmember Sawyer doesn’t want to leave Elgin out alone, but Plainview should be the priority.

Gold Cross Information

City Administrator Steven Robertson passed out the Gold Cross summary, noting that the full packet is very large and will probably be delivered Monday. The information should be reviewed and a response and action will be taken Monday night.

Council individually reviewed the summary.

Dr Pesch said that he felt an upgrade in the expertise of the ambulance director position was needed for all aspects of the position: licensure, testing, ALS, etc. Some things on the list may not be necessary for Gold Cross to do, but they would do a good job because it is what they do.
It was asked that if Gold Cross is brought in as management, who will be responsible for filling call time positions? While the Team Captain would be responsible for finding individuals to fill the call time, they would not personally have to fill holes in the schedule.

Barb Funke added that she felt the Ambulance Department had a good crew and felt the position right now should be offered to a crewmember before it was offered to an outside position. There are those who have the expertise on staff and there are a few on the crew who do this as a profession. At least everyone would feel like they had a shot.

Councilmember Eversman asked if it would be in violation of Equal employment to hire from within. City Administrator Steven Robertson clarified that the position would have to be posted for 10 days to be in conformance with policy which may open it up to others, but it would only have to be in the Plainview News, which is the paper of record. The personnel policy does stress the value of internal promotion but the City often does an extensive recruitment when the position is a department head.

City Administrator Steven Robertson indicated that Gold Cross would probably like a 3 year contract but that it’s voidable after 60 days. He added that in speaking with Cindy Stamschor, she expressed her opinion that she would prefer to keep a full time director from Plainview but thinks Gold Cross may be appropriate for a short while.

Councilmember Sawyer asked about Gold Cross contracts with Springfield, St Peter, and Zumbrota. This would be for staffing 40 hours a week (no vacation or sick time), and they can serve call time. City Administrator Steven Robertson noted that the Team Captain would do scheduling, billing, training, and daytime call coverage. The Team Captain, unless it’s put in the contract, would not take weekend call coverage. Dr Pesch noted that we should know the background and training of the Team Captain. Is this someone who has management or leadership skills training? It was indicated to Gold Cross that we would like to choose the Team Captain and have some kind of option or choice as to the individual. Julie Jurgenson indicated that Gold Cross had said they’d had extra training.

Barb Funke suggested putting a crewmember in the position. City Administrator Steven Robertson indicated that when we open up the Ambulance Director position it will not exclude people outside of Plainview. Councilmember Sawyer thought there might show more of a presence with a Plainview person. Dr Pesch stated that he knew there were probably individuals on the service who think they could do the job, but he doesn’t know who can, and that Gold Cross could and he would vote for professional management. He understands the value of having someone local, but he would like to see a transition over to professional management. Councilmember Pederson asked who would lead the crew meeting. City Administrator Steven Robertson said the Team Captain should be doing that unless delegated to someone else. City Administrator Steven Robertson suggested that the City may still have to look at a full-time day position which could be filled by a Plainview resident who could give that sense of presence. Councilmember Pederson requested additional financial information and suggested that any additional cost through this transition would be the addition of another full-time position.

Barb Funke asked Dr Pesch about the expertise and training he referred to earlier with respect to Gold Cross or an Ambulance Director. He clarified that he meant for an Ambulance Director as well. Barb Funke suggested hiring in house to fill the more management responsibilities and then hire full-timers for more of the day time call coverage.

Julie Jurgenson will share the Gold Cross site assessment with the Ambulance crew for additional input. Tom Beniak with Gold Cross will be invited to the Monday night meeting, and Dave Kols at Elgin will be notified. Councilmember Peterson clarified that this will be a decision by the City Council and that the position will not be opened to crewmembers at this time.
ADJOURNMENT

MOTION: Pederson moved, Sawyer second to adjourn the meeting. Motion passed unanimously.

Meeting adjourned at 8:15 p.m.

Submitted by,

______________________________________   ______________________________________
Lee Peterson, Mayor Pro Tem   Steven Robertson, Acting City Clerk
Regular meeting of Plainview City Council was called to order March 26, 2007 at 7:00 p.m. by Mayor Neil Weaver.

Council Present –Neil Weaver, Cindy Eversman, Jim Pederson, Richard Sawyer and Lee Peterson
Council Absent – None
City Administrator – Steven Robertson
Finance Director/City Clerk - Nancy Richardson
Attorney – Tom Canan
Visitors: Chad Jenson, Barb Funke, Jessica Rinn, Michael W Gause, Tracy Mattson Gulbranson, Mike Hutchinson, Cheryl Eversman, Darold Heddleston, Julie Jurgenson, Ike Speedling, Dr. Joe Pesch, Brian Kilen

APPROVAL OF AGENDA AND CONSENT AGENDA

MOTION: Sawyer moved, Pederson second to approve the agenda and consent agenda. Motion passed unanimously.

CONSENT AGENDA

Minutes- March 12, 2007 and March 21, 2007
Building Permits- 3
Other Licenses/Permits- 3 beer licenses
Bills- $99,609.54
Department Head Reports- Police incident report, Library
Boards- EDA/PADCO
Contracts- Ambulance Cleaning Contract and SEMDC contract

PRESENTATION OF COMMUNITY PETITIONS/GUESTS

No citizens had any concerns/comments to bring forward.

UNFINISHED BUSINESS

Gold Cross Ambulance Proposal

Tom Beniak from Gold Cross introduced himself and highlighted items from the site assessment. With respect to the Team Captain, Tom Beniak indicated that although the Team Captain would not be the same person every day, that Gold Cross would provide seamless coverage and that this will be more of a team-type concept. One captain would be here primarily but they would probably rotate in two others. When asked if the Team Captain would take call coverage, Tom Beniak stated that they would if it was deemed important. He also stated that current Plainview staff would continue to teach for the institute. When asked about hours and how the Team Captain would cover the staff meeting and staff training which is the third Monday night of the month, Tom Beniak responded that the Team Captain time would be limited to forty hours a week and they would need to stay within the confines of their contract and flex their schedule if they needed to come for the staff meeting and training. The contract is for 40 hours but there is no travel time built in.

Ambulance staff expressed a concern as to whom to call if they run into an issue and the Team Captain is not in town. Tom Beniak stated that they can call someone at the 24 hour number at Gold Cross. When also asked if the 40 hours is Monday through Friday, Tom responded that it’s whatever works best for Plainview. Tracy Mattson Gulbranson asked how long it would take to get a team captain in. Tom Beniak explained that it may take some time as they’d have to get a true job description, and it could go out a month.
Dr. Pesch asked about the training the Team Captains receive and what type of background they might have. Tom Beniak responded that they go through their own Team Captain training which is a week-long training. The Team Captains need people skills, communication skills and computer skills. Ambulance staff asked if the Team Captain would do the MNSTAR reporting and run staff meetings and trainings. Tom Beniak replied that yes and this would be in the job description. He went on to describe what they might do, adding that the first thing they’d probably do in the morning when they got in would be to do a truck check. The Team Captain would do everything on site and the management contract would then allow for bringing in other Gold Cross people. Barb Funke stated that she and others took pride in Plainview and she would like to see the position opened up to a Plainview person. Michael Gause indicated that he agreed with Dr Pesch about additional training and expertise but he would like to see a Plainview person to fill the position in the future. Michael Gause went on to ask if Gold Cross would take someone from the community and put them through the Team Captain training for here? Tom Beniak responded that the Team Captains are hired from within Gold Cross and then they know who they are and what type of person they are. The closest Team Captain lives in Viola.

Councilmember Sawyer expressed his concern that Plainview will lose its ambulance service to Gold Cross, adding that 3 jobs (PT hours) were authorized a year ago. He suggested that three be hired and then they instead could do some of the jobs the Team Captain would do. Barb Funke expressed her concern that there was not one go-to person. City Attorney Tom Canan suggested calling the other communities with a Gold Cross Team Captain to see how it’s working. Council will address the contract in two weeks.

**Discussion on City Code of Ordinances Regarding Voluntary Water Shut Offs**

Finance Director/City Clerk Nancy Richardson reviewed the history of the ordinance and the citizen request and asked, if council considered ordinance changes, that they specifically suggest the proposed wording for the ordinance changes. Councilmember Sawyer stated that two weeks ago Public Works Director Michael Burgdorff had said $75.00 was the average cost and if that’s the cost, what do you do. Ike Speedling stated that a person should be able to quit a service and shouldn’t be charged for it, adding that $75 is too much.

Councilmembers Pederson and Sawyer felt that the City’s could consider different fees during different times of the year. Council generally agreed that they would consider an ordinance change relating to the fee. Staff was directed to find out what the City’s actual costs are and what other cities charge at what times of the year.

**Library Computers**

MOTION: Sawyer moved, Peterson second to approve the return of $3,600 designated for use from the UBF Fund for library computers back into the UBF fund, and for the library to instead use their fund balance. Motion passed unanimously.

**COUNCIL COMMENT**

City Administrator Steven Robertson explained that at the last Council meeting the motion including payment for the assistant ambulance director Tracy Mattson Gulbranson was $150 per month. The amount, as it has been for this one assistant ambulance director position, should have been $200.

MOTION: Peterson moved, Pederson second to correct the pay for the assistant ambulance director position to $200. Motion passed. Voting in favor: Weaver, Peterson, Pederson, Eversman. Voting against: Sawyer.

Additional Gold Cross discussion ensued. Councilmember Eversman felt strongly that there should be one primary Team Captain with the other possible two to be fill-ins only. Councilmember Sawyer was
interested in 2 part-time EMT’s and suggested they do the jobs instead of Gold Cross. Councilmember Pederson said that he would like to move into the EMT’s in addition to the Team Captain. Councilmember Peterson suggested the City bring in Gold Cross first and then pursue the part-time EMT’s. Mayor Weaver felt the Ambulance Director, when hired, should hire the part-time EMT’s. Tracy Mattson Gulbranson will get the job descriptions for the part-time EMT’s. Council will review the information in two weeks. Councilmember Peterson added that to do a thorough job, the process may still take time after getting the job descriptions.

Councilmember Pederson suggested that now might be a good time for a reminder letter to the individuals who had been granted an extension to fix up their property until the ground thaws. Staff will follow up.

Councilmember Pederson asked staff for a plan for additional street paving; what’s the plan for the future. Staff will follow up.

Councilmember Eversman asked about gravel at the compost site. Mayor Weaver and City Administrator Steven Robertson indicated that once the frost is out of the ground it will get done and they will speak with the Public Works Director about the issue.

**Additional Packet Items for Information Only**

- Cash Balances- 12/31/2006 information.
- Information on Wabasha County Highway Department Public Hearing.
- Plainview-Elgin Sanitary District 2006 Audit.
- Canan letter about dog to Cordova.

**ADJOURNMENT**

MOTION: Eversman moved, Peterson second to adjourn the meeting. Motion passed unanimously.

Meeting adjourned at 8:50 p.m.

Submitted by,

_________________________  _______________________
Neil D. Weaver, Mayor      Nancy Richardson, Finance Director/City Clerk
Special and regular meeting of Plainview City Council was called to order April 9, 2007 at 6:00 p.m. by Mayor Neil Weaver.

Council Present – Neil Weaver, Cindy Eversman, Jim Pederson, Richard Sawyer and Lee Peterson
Council Absent – None
City Administrator – Steven Robertson
Finance Director/City Clerk- Nancy Richardson
Attorney – Tom Canan
Visitors: Tony Montgomery, Stacy Montgomery, Steve Sawyer, Darold Heddelesten, Dr. Pesch, Chad Jensen, Mike Hutchinson, Tracy Gulbranson, Fran Grover, Barb Funke, Meredie Sexton, Trevor Armbruster, Ike Speedling, Cheryl Eversman, Marty Devries, Arlene Devries, Randy Doughty, Roger Rahman, Brian Kilen

BOARD OF APPEALS AND EQUALIZATION

Loren Benz and Donna Gabor were in attendance from the Wabasha County Assessor’s office. Loren Benz stated that this meeting was not to discuss taxes, utilities, or roads, but to discuss valuations of properties and the 2007 estimated market values for taxes payable in 2008. Council has 20 days to take action on requests presented.

Martin and Arlene Devries (Parcel 26.01476.00) asked how valuations are determined. Donna Gabor said they were based on square footage and by sales in the area. There was discussion as to market values and appraised values. The Devries’s concern was how their property could be valued higher than what the current market seems to bear. Donna Gabor added that when the entire market changes, they are required by state to look at it again.

Tony and Stacy Montgomery (Parcel 26.01368.00) were concerned about the large increase in valuation of their property. Donna Gabor indicated that each year the properties are increased 3 to 8 percent, especially if the property hasn’t been looked at. A larger property will increase more in dollars over time even using these percentages. Tony Montgomery stated that he’s not concerned about today but that he’s concerned about what will happen in the future and that there is prejudice to upper valued homes. Stacy Montgomery asked if we are saying to only build lower-end homes in Plainview? Donna Gabor explained that they can’t give a special rate of increase and that the percentage comes from the State Revenue Department and all properties are increased the same percentage.

Randy Doughty (Parcel 26.01346.00) asked if his property was appraised in 2004 and is assessed at $194,300, why there is a difference. Donna Gabor stated that there had been new construction asked for a copy of the appraisal for consideration, reminding him that even if there was no new construction, it would be increased each year.

Roger Rahman (Parcel 26.01301.00) expressed his concern about the difference in valuation to appraised value. Donna Gabor stated that she had been in contact with them but had not yet been able to get inside to view the property. She will set up an appointment to view the property.

Steve Sawyer (Parcel 26.01092.00) indicated that his valuation had jumped $41,000 in two years and that the market’s gone down but the assessed value has increased. Donna Gabor explained that the reason for the large increase a year ago was the new construction of two extra baths, a fireplace and other changes. She would like to see his appraisal when it is done and she will then take it into consideration.

Councilmember Peterson requested a site visit by the assessor’s office for his property. Mayor Weaver requested a site visit by the assessor’s office for his property.

Donna Gabor or Loren Benz will visit the Rahman, Peterson and Weaver property.
MOTION: Sawyer moved, Pederson second to recess the Board of Appeals and Equalization to 6:30 p.m., Monday, April 23, 2007. Motion passed unanimously.

The Board recessed at 6:55 p.m.

Mayor Weaver called the Regular Council meeting to order at 7:00 p.m.

APPROVAL OF AGENDA

MOTION: Eversman moved, Sawyer second to approve the agenda as amended, adding to new business the ambulance issue and letter. Motion passed unanimously.

CONSENT AGENDA

Minutes- March 26, 2007
Building Permits- 4
Bills- $87,973.16
Boards/Departments: None

MOTION: Pederson moved, Peterson second to approve the consent agenda. Motion passed unanimously.

PRESENTATION OF COMMUNITY PETITIONS/GUESTS

Fran Grover expressed his concern that the ambulance director position should be filled with someone who will pay property taxes to Wabasha County, instead of bringing in someone from the outside.

UNFINISHED BUSINESS

Information on Ambulance Service

City Administrator Steven Robertson summarized that Tom Beniak from Gold Cross had attended the last Council meeting with a contract he had brought with him that night. As of tonight, Tom Beniak had not submitted a revised contract. A meeting with Tom Beniak is scheduled for Wednesday morning to discuss the contract, so no action can be taken tonight. The City Administrator had also contacted Springfield whose comments regarding Gold Cross were in the packet. He went on to explain that the League of Minnesota Cities cautioned about the potential risks with creating part-time ambulance positions because of overtime issues and potentially losing volunteer status. City Administrator Steven Robertson’s recommendation was to not hire a part time position for 2, 4 or 6 weeks. Councilmember Sawyer expressed his preference to place an ad to fill the ambulance director position. Councilmember Peterson expressed his concern that it may not be fair to respondents if we ask for applications, and then choose to go with Gold Cross, suggesting that no ad be placed until the decision is made about Gold Cross.

MOTION: Sawyer moved, Eversman second to put an ad in the paper for the job for Ambulance Director. Motion passed. Voting in favor: Eversman, Sawyer, Pederson. Voting against: Peterson, Weaver.

Council generally agreed that they would like to see what comes from the ad, even if they end up using Gold Cross, and that they will have to decide whether to use Gold Cross or not at the next Council meeting.

Water Disconnections

MOTION: Pederson moved, Sawyer second to approve the disconnection, and certification to the county if necessary, of the delinquent water accounts. Motion passed unanimously.
Spring Cleanup

Councilmembers Pederson and Peterson will volunteer to help on May 12th.

Information on Future Street Overlays

More information will be available on June 11, 2007.

Information on City Code Rules on Water Turn Offs/Turn Ons

There was some discussion as to structure of turn on/off fees. Finance Director/City Clerk Nancy Richardson asked Council if the suggestions were case specific or across the board and asked them to consider costs the Public Works Director had listed. Councilmember Sawyer commented that the costs might even be greater than $150.

MOTION: Pederson moved, Eversman second to have a public hearing to change the fees to $0 for a turn off and $100 for a turn on. Motion passed. Voting in favor: Eversman, Sawyer, Pederson. Voting against: Peterson, Weaver.

Councilmember Eversman Ambulance Issue

Councilmembers Eversman and Sawyer had received a letter addressed to Council from a former ambulance director regarding current ambulance issues. No action was taken because of Council’s actions earlier in the evening regarding the Ambulance service. City Administrator Steven Robertson indicated that he will set up the review and interview committee as he had in the last round. He expressed his concern of advertising the ambulance director position and that if Council chooses to go with Gold Cross, then staff will have had their hopes up for nothing. Dr. Pesch stated that the Ambulance Department operates under his license and that he feels he has something to say about it. He thinks it’s an excellent service. He does lean to Gold Cross because of the oversight. We wouldn’t get just one person, we’d be getting the entire organization. He has to count on that Ambulance Director a lot. He would appreciate the help with the oversight by contracting with Gold Cross.

NEW BUSINESS

Resignations from Ambulance Department

MOTION: Pederson moved, Peterson second to accept the resignation of Jennifer Nelson from the Ambulance effective March 30, 2007. Motion passed unanimously.

COUNCIL COMMENT

Finance Director/City Clerk Nancy Richardson stated that she had mailed a second shut-off notice in error to Fran Grover. She added that a public information meeting was to be held Wednesday, April 11, 2007 at 7:00 p.m. in Millville by the Wabasha County Highway Department to present its 5 year plan and the proposed State Aid highway designation changes, and she was particularly interested in the designation changes. She encouraged others to attend. City Attorney Tom Canan indicated that he was checking on the statutes to determine if a designation change was in order.

City Administrator Steven Robertson commented that the brick house will be demolished on Tuesday. He added that he is following up on complaints about junk cars and blighted property.

Councilmember Eversman asked if permit information is on the City website.
Councilmember Sawyer wanted to clarify that the City does not have a contract with Gold Cross. He had heard that Gold Cross had contacted the lady at the State and had asked her not to come down and inspect our ambulance because we’re out of compliance. He doesn’t know if someone from the city did it or someone from Gold Cross just on their own, but his take was that if we’re out of compliance we’re better off with the inspection so we’d know what we’re supposed to be fixing. City Administrator said he did not know what Councilmember Sawyer was talking about asked Councilmember Sawyer to explain further what he was referring to. Councilmember Sawyer stated that he could get the names to him and that it happened two to three days ago.

Councilmember Pederson asked for a written, formal report in two or four weeks regarding city parking and one-way streets.

**Additional Packet Items for Information Only**

PADCO minutes  
Notice of Public Information Meeting Wabasha Co Highway Dept- 5 year plan and change in State Aid designations

**ADJOURNMENT**

MOTION: Peterson moved, Pederson second to adjourn the meeting. Motion passed unanimously.

Meeting adjourned at 8:18 p.m.

Submitted by,

______________________________  ________________________________  
Neil D. Weaver, Mayor                Nancy Richardson, Finance Director/City Clerk
Adjourned meeting of Plainview City Council was called to order April 23, 2007 at 6:32 p.m. by Mayor Neil Weaver.

Council Present – Neil Weaver, Jim Pederson, and Richard Sawyer
Council Absent – Cindy Eversman, Lee Peterson
City Administrator – Steven Robertson
Deputy City Clerk- Peg Tentis
Attorney – Absent

BOARD OF APPEALS AND EQUALIZATION

Donna Gabor from the Wabasha County Assessor’s office noted that she had visited the properties of Lee Peterson, Neil Weaver, and Roger Rahman, and they were satisfied with valuations.

MOTION: Pederson moved, Sawyer second to leave unchanged the current valuation of parcel #26.01476.00. (Devries). Motion passed unanimously.

Donna Gabor suggested revisiting the Montgomery property next year and consider an adjustment (5%) then.

MOTION: Pederson moved, Sawyer second to leave unchanged the valuation of parcel #26.01368.00. (Montgomery). Motion passed unanimously.

MOTION: Pederson moved, Sawyer second to leave unchanged the valuation of parcel #26.01346.00. (Doughty). Motion passed unanimously.

MOTION: Pederson moved, Weaver second to leave unchanged the valuation of parcel #26.01092.00. (Sawyer). Motion passed. Voting in favor: Weaver, Peterson, Eversman, Pederson. Abstaining: Sawyer.

MOTION: Pederson moved, Sawyer second to lower the valuation of parcel #26.00748.00 from $195,700 to $113,800 (Marquardt). Motion passed unanimously.

MOTION: Sawyer moved, Pederson second to lower the valuation of parcel #26.01269.00 from $202,600 to $200,000 (Tentis). Motion passed unanimously.

MOTION: Sawyer moved, Pederson second to adjourn the Board of Appeals and Equalization. Motion passed unanimously.

The Board adjourned at 6:50 p.m.

Mayor Weaver called the Regular Council meeting to order at 7:01 p.m.

Council Present – Neil Weaver, Cindy Eversman, Lee Peterson, Jim Pederson, and Richard Sawyer
Council Absent – None
City Administrator – Steven Robertson
Deputy City Clerk- Peg Tentis
Attorney – Absent
Visitors: Julie Jurgenson, Peter Meyer, John Coons, Darold Heddlensten, Chad Jensen, Jolene Erpestad, Tracy Gulbranson, Cheryl Eversman, Dr. Pesch, Valerie Schmidt, Brian Kilen

APPROVAL OF AGENDA

MOTION: Pederson moved, Sawyer second to approve the agenda. Motion passed unanimously.
CONSENT AGENDA

Minutes- April 9, 2007
Building Permits- 6
Other Licenses/Permits- None
Bills- $96,297.78
Department Head Reports- Library
Boards- Library
Resolutions- None

MOTION: Peterson moved, Sawyer second to approve the consent agenda. Motion passed unanimously.

PRESENTATION OF COMMUNITY PETITIONS/GUESTS

Jolene Erpestad stated that Saturday, May 5th was National Volunteer Day and that Plainview was having a Join Hands Day. She invited everyone to come to Immanuel Christian Life Center at 8:30 a.m. if they were interested in helping and to contact her if there was someone who would like assistance.

UNFINISHED BUSINESS

Public Reading of Proposed Ordinance Change Concerning Water Shutoff Process and Costs

City Attorney Tom Canan has a few recommended changes for the ordinance. John Coons expressed his feeling that if there’s a mortgage change, the person shutting off the service should pay the fee, not the new person coming in, adding that he felt you should call it administration fee for an unpaid bill and there should be no turn off or turn on fee.

Peter Meyer stated that he felt that there should be no voluntary fee for turn on and turn off, especially when they only use the house once or twice a year. He indicated that he had a wrench and could turn the water on and off himself. Councilmember Sawyer indicated that it was against city ordinance for citizens to touch the valves or other city property. Peter Meyer also felt that, for building contractors, new homes should not have sewer charges until the house is occupied, although he had no problem with the water charges since he needs to use the water. Changes and alternatives to the ordinance will be presented at the next Council meeting.

Management of Ambulance Department

Councilmembers Sawyer and Eversman had concerns about advertising for ambulance positions and timing of those advertisements. Councilmember Pederson explained that at the last meeting he was concerned about the lack of a contract from Gold Cross for the last council meeting. He is satisfied with the contract and felt the City should go with Gold Cross, acknowledging that the contract be for one year, cancelable with 60-day notice, reminding Council that the team captain will be doing everything as we’ve done it in the past, but we’ll have the expertise of the Gold Cross. He also suggested that the City use this time to take their time looking for a replacement for the ambulance director. Councilmember Sawyer said with Gold Cross the City would have time to review policies and procedures. Councilmember Peterson said that he felt to advertise is out of sequence and Council should act on the contract; and it’s a waste of money if we advertise and then don’t hire someone. Dr. Pesch is not opposed to the interview process, but would like to move forward with Gold Cross, adding that if the City needs more time to advertise now, the clock will run out for the interim positions.

MOTION: Sawyer moved, Eversman second to re-place the advertisements in the various websites for an additional three weeks. Motion failed. Voting in favor: Sawyer, Eversman. Voting against: Weaver, Peterson, Pederson.
Councilmember Peterson expressed his support of Gold Cross, commenting that while Gold Cross is here, the City can move forward with hiring an Ambulance Director, giving the City time to hire a Director. Councilmember Sawyer asked about citizen comments other Councilmembers may have received. Councilmember Peterson indicated that he had received a few comments and most had concerns about Gold Cross. Councilmember Pederson had numerous comments from people who were misinformed and had thought that Gold Cross was taking over and it would be all Gold Cross personnel. Councilmember Eversman had received several comments that they were against Gold Cross coming in, adding that she was concerned about Elgin coverage and hour coverage for the schedule and that one ambulance advisory board member had shared with her that they were not in favor of Gold Cross. Cheryl Eversman thought that the City could still advertise for the position and train that person for two months while Gold Cross was here. Councilmember Pederson felt it would be wasting money if the City advertised now and felt they’ll know when the right time is to advertise. There was additional discussion as to contract language regarding job description, billing, liability coverage, Elgin coverage, and team captains.

MOTION: Peterson moved, Pederson second to approve the contract with Gold Cross. Motion passed unanimously.

Applications for Ambulance Director will be held for one year and will be used for when the position is advertised.

Ambulance Advisory Board Resignation

MOTION: Sawyer moved, Eversman second to accept the resignation of Bob Ferk, with thanks, from the Ambulance Advisory Board. Motion passed unanimously.

Two candidates for Ambulance Advisory Board will be presented at the next Council meeting.

COUNCIL COMMENT

Councilmember Sawyer expressed concerns about the condition of the pool (cracks, etc). Mayor Weaver and City Administrator Steven Robertson will visit the pool.

Councilmember Pederson presented Jail concerns from the recent meeting of the Concerned Citizens of Wabasha County which he had attended. The citizens put in a lot of work visiting four jails and preparing numbers. Darold Heddlesten and John Coons shared their comments about the costs of the jail.

Councilmember Peterson publicly thanked Julie Jurgenson and Tracy Gulbranson and suggested written letters of thanks for serving as interim ambulance directors.

City Administrator Steven Robertson suggested that those who had finally had their sump pump inspected, and were found in compliance, to have their fee waived, in addition to those who will have their sump pump inspected by April 30th.

MOTION: Peterson moved, Sawyer second to waive the 1st quarter sump pump fees for those property owners who had not yet scheduled an inspection (five) and have it inspected by April 30, 2007, and for those two who had just had their inspection and were found in compliance. Motion passed unanimously.

Additional Packet Items for Information Only
Sump pump letter to Wolf.
Sump pump letter to Wiste.
Sump pump letter to Bartsch.
Sump pump letter to Kleiber.
Sump pump letter to Isaacson.
Sump pump letter to Arthur.
Sump pump letter to Juers.
Exterior structure violation letter to Manzow.
Violation extension reminder letter to Meyer.
Violation reminder letter to Liebenow.
Violation reminder letter to Durgin.
Vehicle nuisance letter to Haack.
Vehicle nuisance letter to Thompson.
Vehicle nuisance letter to Sund.
Open area nuisance letter to Ihrke.
Boyscout campout request letter.
Letter to MN DOT regarding a citizen concern on right-of-way.
Daily News article on drug seizure.
City attorney comments on County Highway Funds.
Wabasha County Five Year Highway Plan.
Thank you letter for plowing from St Joachim’s.
County Jail meeting notes.
Migrant Council quarterly meeting notice.
Project Get Outdoors information.
1st quarter financial report and cash balances.

ADJOURNMENT

MOTION: Pederson moved, Sawyer second to adjourn the meeting. Motion passed unanimously.

Meeting adjourned at 7:55 p.m.

Submitted by,

______________________________________   ______________________________________
Neil D. Weaver, Mayor    Peg Tentis, Deputy City Clerk
Regular meeting of Plainview City Council was called to order May 14, 2007 at 7:00 p.m. by Mayor Neil Weaver.

Council Present – Neil Weaver, Cindy Eversman, Jim Pederson, Richard Sawyer and Lee Peterson
Council Absent – None
City Administrator – Absent
Finance Director/City Clerk- Nancy Richardson
Attorney – Tom Canan
Visitors: Mike Hutchinson, Mike Sveen(Gold Cross), Michael L Burgdorf, Leonard Kasten, Sharon Durgin, Gordy Hoke, Darold Heddlesten, Ike Speedling, Curt Buck, Susan Buck, Marian Burgdorf, Brian Kilen

APPROVAL OF AGENDA

MOTION: Pederson moved, Peterson second to approve the agenda. Motion passed unanimously.

CONSENT AGENDA

Minutes- April 23, 2007
Building Permits- 21
Other Licenses/Permits- 1 Temporary Liquor license, 1 raffle license, 1 popcorn permit, 1 loudspeaker permit
Bills- $338,243.85
Department Head Reports- None
Boards- Planning Commission

MOTION: Peterson moved, Eversman second to approve the consent agenda. Motion passed unanimously.

PRESENTATION OF COMMUNITY PETITIONS/GUESTS

No citizens had any concerns/comments to bring forward.

PUBLIC HEARINGS

Variance Request by Kasten for Set-Back 6 Inches from Lot Line

City Attorney Tom Canan asked if a 6 inch set back would encroach on any utility easements and asked if there would be a concern as to water run off onto a neighboring property.

MOTION: Sawyer moved, Pederson second to approve the variance request for Kasten for a lot set back of 6 inches, referring to findings as adopted by Planning Commission. Motion passed unanimously.

UNFINISHED BUSINESS

Second Reading of Proposed Changes to the City Code

MOTION: Peterson moved, Sawyer second to approve ordinance #07-01, deleting the word “additional” under 402.16.6. Motion passed unanimously.

Discussion of Water Billing Cycle
There was lengthy discussion as to various combinations for reading and billing for utility bills. Councilmember Pederson suggested that the customers would not be receiving an increased value related to the increased costs the city would bear.


**Fire Relief Association Donation**

Sawyer moved, Pederson second to accept the Fire Relief donation from gambling proceeds and to approve the use of the funds on the training room. Motion passed unanimously.

**NEW BUSINESS**

**Request for Swimming Lanes at the Pool**

Gordy Hoke requested the painting for two swimming lanes across the deep part of the pool. Public Works Director Michael Burgdorf stated that he felt it was a safety issue to not have the lines as a line may disguise a dark-suited swimmer at the bottom of the pool. Gordy Hoke stated that the lines (the “T”) are a standard across the United States and it hasn’t been a safety issue. He added that the lanes would take 12 feet, leaving 24 feet for other users.

MOTION: Peterson moved, Pederson second to paint two lanes with 6-inch stripes on the east side of the deep end. Motion passed. Voting in favor: Peterson, Pederson, Weaver. Voting against: Eversman, Sawyer.

**Request for Additional Detached Structures**

Curt and Susan Buck are interested in building a second accessory structure on their lot. It is currently prohibited as per city code. The Planning Commission is considering a change to the ordinance to allow a second accessory building on large lots. Councilmember Sawyer felt that if there was a change, everyone should benefit from the change, not just a few.

MOTION: Pederson moved, Eversman second to have the Planning Commission consider a change to allow a second accessory structure on large lots. Motion passed unanimously.

**Resignations from the Police Department**

MOTION: Peterson moved, Pederson second to accept the resignations of Ryan Lodemerier and Andrew Hamann effective May 1, 2007. Motion passed unanimously.

**Resignations from the Ambulance Department**

MOTION: Sawyer moved, Eversman second to approve the resignations of Erika Westfield and Linda Glover from the Ambulance Department. Motion passed unanimously.

**Ambulance Advisory Board Appointments**

MOTION: Pederson moved, Eversman second to appoint Nancy Decker to the Ambulance Advisory Board (replacing Bob Ferk), position to expire 12/31/2008. Motion passed unanimously.

Council directed staff to put a notice in the paper for the vacant position.

**Twins Grant for Eckstein Field Dugout**
MOTION: Eversman moved, Sawyer second to approve the grant and agreement for the Twins grant for the Eckstein Field dugout. Motion passed unanimously.

City Attorney Tom Canan pointed out that the dugout has to be complete by a certain date. Mayor Weaver would like to sign a letter of thanks.

Meeting Date for Next Council Meeting

MOTION: Pederson moved, Sawyer second to set the next Council meeting for noon on Tuesday, May 29, 2007. Motion passed unanimously.

Greenwood Cemetery Contract

MOTION: Sawyer moved, Peterson second to terminate the cemetery contract with Wayne Schmitz and Schmitz Lawncare for non-performance effective immediately. Motion passed unanimously.

MOTION: Peterson moved, Pederson second to not pay the Schmidt bill and to then offset the bill with any additional expenses incurred by the City for Schmidt’s nonperformance and damages and destruction at the cemetery. Motion passed unanimously.

Staff will get three quotes directly for a new digger. Fees increases will be addressed later if necessary. City Attorney Tom Canan recommended three letters of recommendation with the quotes. Councilmember Peterson suggested a letter of thanks to the Boy Scouts for their work in the cemetery.

MOTION: Peterson moved, Eversman second to allow funeral homes to find diggers during the interim until a replacement is hired. Motion passed unanimously.

Personnel Policy

For information only.

COUNCIL COMMENT

Councilmember Eversman noted that Sharon Durgin was requesting an additional extension in response to the nuisance letter.

MOTION: Peterson moved, Eversman second to approve an extension for Durgin’s until August 15, 2007. Motion passed unanimously.

Councilmember Sawyer asked what the pool plans were. Mayor Weaver indicated that Public Works is working on information to be presented at a later date.

Councilmember Sawyer indicated that he had received a complaint about AW Beadblasting and the noise coming from their building. City Attorney Tom Canan stated that he had mentioned several times when the issue came up that the City should have in the code for noise a specific decibel limit from a certain number of feet away.

Councilmember Pederson asked about the street paving plan he had asked for a few meetings ago. Public Works Director Michael Burgdorf indicated that there would be $15,000 of paving this year, above and beyond what needed to be finished from last year.
Councilmember Pederson indicated that he had been approached about the new statewide smoking law and he asked if it applied to private clubs. City Attorney Tom Canan stated that he thought it applied to private clubs as well.

Additional Packet Items for Information Only

Pandemic seminar summary.
Minnesota Department of Agriculture letter on the Emerald Ash Borer and Taylors Firewood.
Hunt complaint regarding sewer bill.
Hampel complaint regarding cemetery.
Celebrate Lake Pepin flyers.
National League of Cities newsletter.
Letter from Progressive Consulting Engineering.
Plainview Area Community and Youth Center April report.
Meyer letter regarding water and sewer hookups.

ADJOURNMENT

MOTION: Peterson moved, Sawyer second to adjourn the meeting. Motion passed unanimously.

Meeting adjourned at 8:45 p.m.

Submitted by,

Neil D. Weaver, Mayor
Nancy Richardson, Finance Director/City Clerk
Regular meeting of Plainview City Council was called to order May 29, 2007 at 12:00 p.m. by Mayor Neil Weaver.

Council Present – Neil Weaver, Jim Pederson, and Richard Sawyer  
Council Absent – Cindy Eversman and Lee Peterson  
City Administrator – Steven Robertson  
Finance Director/City Clerk- Nancy Richardson  
Attorney – Absent  
Visitors: Michael L Burgdorf, Brian Iverson, Randy Doughty

APPROVAL OF AGENDA

MOTION: Sawyer moved, Pederson second to approve the agenda adding Item D Building Permits in Orchard Hills 5 West. Motion passed unanimously.

CONSENT AGENDA

Minutes- May 14, 2007  
Building Permits- 15  
Other Licenses/Permits- 1 Club Liquor license, 1 Temporary liquor license, 2 loudspeaker permits, 1 dance permit  
Bills- $123,273.78

MOTION: Pederson moved, Sawyer second to approve the consent agenda making corrections to minutes as noted. Motion passed unanimously.

PRESENTATION OF COMMUNITY PETITIONS/GUESTS

Brian Iverson requested a separate water meter for just sprinkling his yard. City Administrator Steven Robertson indicated that he thought that when the issue came up a few years ago, that the Council wanted the discussion put off until the radio reads were in. Finance Director/City Clerk Nancy Richardson stated that she had recalled that it was a done issue and Council had rejected the idea. An ordinance change would be needed. Councilmember Pederson suggested Council discuss the issue at the June 11, 2007 meeting.

NEW BUSINESS

New Hire for Public Works Employee

City Administrator Steven Robertson noted a prior offense on the candidate’s record and that the Council needed to be informed and determine if it relates to the current position.

MOTION: Pederson moved, Sawyer second, after discussion of results from the background check, to approve Mark Scheiber as Public Works Assistant at Step 8 ($18.28), pending results of the required drug test. Motion passed unanimously.

Review Bids and Hire New Cemetery Grave Digger

City Administrator Steven Robertson noted that the contract was pending City Attorney review. Mayor Weaver commended City staff for cleaning up the cemetery.

MOTION: Sawyer moved, Pederson second to approve the hiring of and the contract with Plainview Lawn and Snow Service as new grave digger for the cemetery, pending contract approval and adjustments by City Attorney. Motion passed unanimously.
Finance Director/City Clerk Nancy Richardson asked if a public hearing was needed for a change in fees related to grave openings that are charged to the funeral homes. A public hearing will be scheduled to implement fees directly related to costs of the new contract.

**Accept Resignation from Ambulance Advisory Board**

MOTION: Sawyer moved, Pederson second to accept the resignation of Ron Partridge from the Ambulance Advisory Board. Motion passed unanimously.

City Administrator Steven Robertson noted that an ad was placed in the paper per Council direction.

**Building Permits in Orchard Hills 5 West**

City Administrator Steven Robertson asked for Council direction regarding two competing motions. A year ago (June 2006) a motion had been made to allow no building permits for Peter Meyer until appropriate infrastructure is complete and was satisfactory to the City Engineer. However, a few years earlier (August 2003) a motion had been made to allow approximately 10% for developments before the infrastructure was complete. Council agreed that the latest motion stands and permits can be applied for but will not be released until appropriate infrastructure is complete.

**COUNCIL COMMENT**

Councilmember Sawyer asked if the City has addressed the salt issue. City Administrator Steven Robertson indicated that it will be on the June 25, 2007 agenda.

Councilmember Sawyer asked about the license for Head Start and where the money came from. City Administrator Steven Robertson indicated that the Head Start school is in an appropriately zoned area, and Finance Director/City Clerk Nancy Richardson added that Head Start dollars come from the Federal Government.

Councilmember Sawyer asked if garbage cans were placed at Orchard Hills Park yet.

Councilmember Pederson suggested the creation of Task Forces to address city issues and would like to encourage residents to serve on task forces and get involved. Council will discuss this at the next meeting.

City Administrator Steven Robertson indicated that Tom Haley had brought in the signed contract today and the city will issue a check shortly. Councilmember Sawyer indicated his concern that Haley’s Comfort System might be building cabinets when they had indicated that they would only be building mantels and fireplace cabinetry. He suggested Council action if Haley’s reneged on that agreement. Staff will refer to minutes and City Administrator Steven Robertson indicated that he would remind Tom Haley of this.

Police Chief Randy Doughty indicated that there had recently been trouble communicating with the Legion about dances and that he might not be approving the next dance permit requested. If Councilmembers hear of this, please see Chief Doughty.

Chief Doughty added that he had been looking to lease an area for shooting practice and had found a location at no cost. The lease will be in the next packet.

City Administrator Steven Robertson encouraged Councilmembers to attend the SE Minnesota Initiative on aging at the Plainview Community Center.
Finance Director/City Clerk Nancy Richardson indicated that she had been reviewing the League of Minnesota Cities insurance billings and discovered that the League had billed Workers Comp at a 2% commission and CO Brown had bid 2.5%. Jim Howard of CO Brown is willing to accept the 2%, saving the City .5%. She asked Council that if they had anyone to recommend to fill the two Ambulance Advisory Board positions, to call City Hall. It was determined that Board members could be crewmembers.

**Additional Packet Items for Information Only**

- Schmitz letter regarding cemetery.
- Letter to MPCA regarding salt storage.
- Weed letter to Koehler.
- Weed letter to Swanson.
- Weed letter to Isaacson.
- MN Dept of Human Services Head Start licensing letter.
- Orchard Hills Park request from Chaning Cordova.
- State Auditor statement of position on new City Employee Recognition statute.
- SE MN Initiative Foundation invitation.
- MN DOT workshop letter.
- WHKS letter regarding Haley Comfort Systems permit.
- LMC bulletin on council meeting rules during emergency or pandemic.
- KSMQ Regional Town Hall invitation.

**ADJOURNMENT**

**MOTION:** Sawyer moved, Pederson second to adjourn the meeting. Motion passed unanimously.

Meeting adjourned at 12:46 p.m.

Submitted by,

_________________________  ________________________
Neil D. Weaver, Mayor       Nancy Richardson, Finance Director/City Clerk
Regular meeting of Plainview City Council was called to order June 11, 2007 at 7:00 p.m. by Mayor Neil Weaver.

Council Present – Neil Weaver, Cindy Eversman, Jim Pederson, Richard Sawyer and Lee Peterson
Council Absent – None
City Administrator – Steven Robertson
Finance Director/City Clerk- Nancy Richardson
Attorney – Tom Canan
Visitors: Michael L Burgdorf, Al Sisson, Ed Steffen, Tim Hruska, Dean Harrington, Brian Iverson, Darold Heddlesten, John Feils, Brian Kilen, Michael Hutchinson, Chad Jensen

APPROVAL OF AGENDA

MOTION: Pederson moved, Peterson second to approve the revised agenda. Motion passed unanimously.

CONSENT AGENDA

Minutes- May 29, 2007
Building Permits- 10
Other Licenses/Permits- None
Bills- $421,512.57
Department Head Reports- Fire

MOTION: Peterson moved, Pederson second to approve the consent agenda. Motion passed unanimously.

PRESENTATION OF COMMUNITY PETITIONS/GUESTS

Al Sisson from Orchard Manor Townhome Association presented a petition with about 50 signatures asking the City Council to consider moving the compost site from the Public Works Building and to move the salt piles and encouraged Council to keep making progress in that direction. Councilmember Sawyer was concerned about putting money into the 10th St SW site as compared to a new site and added that the Public Works site is valued at about $250,000. Councilmember Pederson expressed his opinion that he didn’t want to see it drag on much longer. Staff will follow up for discussion at the next Council meeting.

UNFINISHED BUSINESS

Library Memorial Fund Transfer

Library memorial funds will be transferred and invested with SELCO.

Downtown Parking

Tim Hruska from WHKS, the City engineering firm, presented information relating to angled parking on 3rd St NW, 3rd St SW, and 4th St NW. They would recommend the parking changes on 3rd St, but not on 4th Street since there would not be enough room for a fire lane. Information will be shared with local property owners and Council will discuss this at the next Council meeting.

Street Overlay

Tim Hruska from WHKS presented a detail listing of streets, each rated by need for resurfacing. Councilmember Pederson requested a proposed timeline for addressing the needs. Public Works Director Michael Burgdorf suggested that it’s sometimes cheaper to bond up front and do the entire project. Staff will follow up with more information at the next City Council meeting.
Proposed Home Occupation

John and Deborah Feils are requesting a home occupation. City Administrator Steven Robertson explained that this request does not go to the Planning Commission since this is a minor home occupation vs a major home occupation. He added that it is located in a transitional area. City Attorney Tom Canan asked if there would be machining creating loud noise and asked about chemicals. John Feils indicated that he would not be using loud machines and that he used cleaning solvents which he will dispose of properly through his business.

MOTION: Sawyer moved, Pederson second to approve the home occupation for a bike repair shop. Motion passed unanimously.

NEW BUSINESS

Fire Relief Gambling Fund Donation

MOTION: Peterson moved, Sawyer second to approve the donation from Plainview Fire Relief Association gambling proceeds in the amount of $6,000, and with the proceeds to purchase a skid ($5,500) and a donation to DARE ($500). Motion passed unanimously.

Monthly Water/Sewer Fee Schedule

The council considered the resolution reflecting water and sewer charges billed monthly, as opposed to quarterly. The only change other than breaking down already existing fees to a monthly basis was a change of the annual state charge to a monthly charge. Council requested a public hearing notice be publicized and the resolution to be considered at the next Council meeting.

Second Water Meter Discussion

Councilmember Sawyer said it makes sense to have a second water meter when water from the lawn doesn’t go to the sewer system. Councilmember Peterson questioned the sense of a second meter when the city was going to consider water conservation. Councilmember Pederson indicated that he thought a second meter made sense but that it also made sense to decide until the Water Conservation Task Force had had a chance to do their work. Councilmembers questioned whether a second water meter would encourage more (wasteful) water use. City Attorney Tom Canan suggested allowing some on a trial basis. Brian Iverson said he gets calls on how to “cheat” and indicated that there were individuals who were interested in (illegally) doing this anyway with jumpers. City Attorney Tom Canan had suggested a contract for those with a second meter.


This will be discussed after the findings of the Task Force are presented.

Water Meter Reading Monthly

MOTION: Sawyer moved, Peterson second to read utility meters monthly. Motion passed. Voting in favor: Peterson, Weaver, Sawyer, Eversman. Voting against: Pederson.

Citizen Task Force

Dean Harrington reviewed his proposed plan for a Water Conservation Task Force and suggested reviewing the need for a new water tower after a two-year study to see if water conservation works. He indicated that he felt if was common sense to see if conservation works before going ahead with a water
tower plan. He added that, contrary to an earlier comment about projects being cheaper if done all up front, he cautioned that that is not always the case as interest costs can be greater than the increase in project costs and it might still be a better idea to wait. Councilmember Sawyer asked if there would be a problem with waiting two years if the Department of Health says we need a bigger tower. Tim Hruska from WHKS indicated that they are still talking with Lakeside who wants until August 10th to review the information and Tim added that he will be sending a letter to the Department of Health letting them know that the City and Lakeside will be working to resolve the issue, so it shouldn’t be a problem. Dean Harrington added that the Task Force can work with the realities as well.

MOTION: Peterson moved, Pederson second to create a Water Conservation Task Force. Motion passed unanimously.

Comments on City Code

City Administrator Steven Robertson reviewed some of the concerns citizens had presented relating to fence construction materials, safety and sight issues with RV’s and other recreational vehicles on city streets, corn burners, weeds, license tabs, wood piles, and accessory buildings. He added that he wasn’t necessarily advocating for all or any of these changes, just that he wanted to bring it to the Council’s attention. No action taken.

Cemetery Walk

MOTION: Peterson moved, Sawyer second to allow the Plainview Area History Center to use the Cemetery for its Cemetery Walk on June 30, 2007. Motion passed unanimously.

Extension Request

MOTION: Sawyer moved, Peterson second to approve an extension to correct concerns for Ron Manzow (historic property) until August 31, 2007. Motion passed unanimously.

Discussion on Additional Ambulance Payroll

MOTION: Sawyer moved, Peterson second to approve Monday through Friday daytime pay of $4 per hour for Ambulance Volunteers.

MOTION: Sawyer moved, Peterson second to withdraw motion. Motion passed unanimously.

City Administrator Steven Robertson added that the Team Captain Michael Sveen wanted to bring the $4/hr idea to the crew at the next crew meeting when he was going to bring up the idea of volunteering 60 hours per month. Earlier in the day, Michael Sveen had also suggested the possibility of increasing other call pay to $2/hr, up from $1/hr. The idea was that the City would ask more from the crew (increased call time) but would also give more to the crew (higher on-call pay). The idea will be discussed at the next crew meeting with information brought to the Council on June 25, 2007.

Request Concerning Straightlining

Peter Meyer addressed the Council via his letter requesting that only water be billed to the contractor until such time that the home was occupied arguing that only water is used and no sewer. City Attorney Tom Canan suggested that once water is in, toilets are installed and used, thereby using the sewer system.

MOTION: Sawyer moved, Peterson second to make a change to the billing system and building permit reflecting only water usage billed for new homes, with sewer usage billed with the new occupant. Motion passed unanimously.
Staff will bring the procedural information to the next Council meeting.

**Building Permit Request**

City Administrator Steven Robertson indicated that according to the City Engineer there was no longer a need to withhold permits from Orchard Hills 5W but there were still concerns for long lists of items that needed to be done in Orchard Hills 5 East and North. Councilmember Peterson stated that other city developers had no issue with getting requirements done.

MOTION: Peterson moved, Sawyer second to withhold building permits for Orchard Hills 5 East and North until City Engineer is satisfied with progress. Motion passed unanimously.

City Administrator Steven Robertson will notify Peter Meyer that permits are now allowed in Orchard Hills 5 West. City Attorney Tom Canan will write a letter to Peter Meyer about Orchard Hills 5 East and North, explaining that the developer needs to follow up on the punch list items identified in 2005, 2006 and 2007.

**COUNCIL COMMENT**

Councilmember Pederson would like to promote public involvement for citizen input. Staff will do a City Corner article on this.

Councilmember Peterson thanked Public Works for the nice job on the cemetery before Memorial Day.

Tim Hruska, WHKS, updated the Council on various City Engineer projects which are wrapping up.

City Administrator Steven Robertson noted that Public Works had prepared the bill for costs to rectify cemetery damage and will present a bill to Schmitz Lawn Care for the balance. City Administrator Steven Robertson also asked Council for opinions on rehiring an ambulance volunteer who had quit and joined numerous times in the past. Based on discussion from previous ambulance rehires, the Council has expressed concern over rehiring employees that have left the service before. Council suggested the Team Captain ask the individual about this and make a determination. He added that the first Music in the Park is this coming Thursday.

City Attorney Tom Canan indicated that the City of Oronoco was processing passport applications and suggested the City consider this.

**Additional Packet Items for Information Only**

Building permit letter to McCabe.
Sidewalk letter to Siebenaler.
Contract letter to Haley Comfort System.
Building permit letter to Meyer.
Weed letter to LeVan.
Weed letter to Meyer Builders (3 different properties).
Weed letter to Liebenow.
Weed letter to Coldwell Banker.
LMC dues letter.
Letter from Tim Penny as new president of So MN Initiative Foundation.
Plainview Area Festival Information.
Partial transcript from 12/06 re Haley Comfort Systems.
Summary of Spring Clean-up costs.
Pay equity letter.
Email from Leede Research.
ADJOURNMENT

MOTION: Pederson moved, Sawyer second to adjourn the meeting. Motion passed unanimously.

Meeting adjourned at 8:49 p.m.

Submitted by,

____________________________________   ______________________________________
Neil D. Weaver, Mayor    Nancy Richardson, Finance Director/City Clerk
Regular meeting of Plainview City Council was called to order June 25, 2007 at 7:00 p.m. by Mayor Neil Weaver.

Council Present – Neil Weaver, Cindy Eversman, Jim Pederson, Richard Sawyer and Lee Peterson
Council Absent – None
City Administrator – Steven Robertson
Finance Director/City Clerk- Nancy Richardson
Attorney – Absent
Visitors: Curt Buck, Susan Buck, Fred Heaser, Mike Jeppson, Tim Hruska, Madelyn Sisson, Al Sisson, Michael L Burgdorf, Fran Grover, John Coons, Rich Klees, Darold Heddleston, Ed Steffen, Tim Carter, Brian Kilen, Mike Morath, Mike Melvin

APPROVAL OF AGENDA

MOTION: Peterson moved, Pederson second to approve the agenda. Motion passed unanimously.

CONSENT AGENDA

Minutes- June 11, 2007
Building Permits- 16
Other Licenses/Permits- 4 loudspeaker permits
Bills- $317,246.71
Department Head Reports- None
Boards- None
Resolutions- None

MOTION: Pederson moved, Peterson second to approve the consent agenda. Motion passed unanimously.

PUBLIC HEARINGS

106.5 Change in Hearing Requirements
608.10 Change in Zoning Hearing Requirements
609.18 Change in Accessory Buildings

City Administrator Steven Robertson summarized the Planning Commission meeting which had been held just prior to the City Council meeting, adding that tonight is the first reading, and the second reading will be at the next City Council meeting. The Planning Commission made a motion to change the wording to allow two accessory buildings whether there is an attached or detached garage. Public comment was accepted by City Council. Fred Heaser indicated that he felt the current ordinance was discriminatory and supports the Planning Commission change. Curt Buck expressed his concern with the calculation total of available square feet when he has a detached garage; since the footprint of a home increases the allowable square footage for accessory structures, having an existing detached garage will not help with size. The City Administrator and the City Attorney will write up draft alternative wordings for Council’s consideration at their next meeting.

MOTION: Pederson moved, Peterson second to table the public hearing to the July 9, 2007 meeting. Motion passed unanimously.

PRESENTATION OF COMMUNITY PETITIONS/GUESTS

Request From Corn on the Cob Days

MOTION: Pederson moved, Peterson second to approve $2,500 for the Corn-on-the-Cob celebration. Motion passed unanimously.
Fran Grover spoke about issues and concerns he had with his water turned off, building permits, and various other issues with the Council.

UNFINISHED BUSINESS

Angle Parking Proposal

Tim Hruska from the City’s engineering firm WHKS discussed the three proposals for angled parking. Councilmember Eversman asked if semi’s will still be able to turn corners. Councilmember Pederson commented that the letter received from the Eye Clinic brought up some good points and could there be a handicap parking spot or could the bus drop someone in the alley. City Administrator Steven Robertson indicated that he had met with Transit today and they like to drop off in front of the building and not at the corner which can present a concern. Tim Hruska stated that a parking stall in the alley wouldn’t work because it then wouldn’t be wide enough for a fire lane. Councilmember Pederson suggested taking two angled stalls for handicap parking on 3rd St NW. Tim Hruska stated that there might be an additional cost to do that and cement work. Rich Klees stated that he does not feel 3rd St SW should be angled as it presents a public safety issue for fire trucks and other vehicles and that trucks need the corners for turning. Mayor Weaver stated that he was not in favor of angled parking on 3rd St SW. He thought 1st Avenue NW and 1st Avenue SW should be one ways. Public Works staff will follow up on possible handicap parking spots downtown.

MOTION: Sawyer moved, Peterson second to approve angled parking as proposed for 3rd St NW. Motion passed unanimously.

Ambulance- Changes in On-Call Pay and Number of Hours Required

MOTION: Peterson moved, Pederson second to approve Ambulance volunteer pay, as proposed by Ambulance volunteer staff, to $3.50 per hour for weekly daytime on-call time, and $2.50 per hour for night and weekend on-call time, and to approve the call time to 60 hours per month for those in-town and 30 hours per month for those out-of-town, effective July 1, 2007. Motion passed. Voting in favor: Pederson, Peterson, Weaver. Voting against: Sawyer, Eversman.

Ambulance Contract with Elgin

MOTION: Pederson moved, Sawyer second to approve the 6 month contract extension for coverage for Elgin. Motion passed unanimously.

New Water and Sewer Rate Structure- Quarterly to Monthly Fees

MOTION: Pederson moved, Peterson second to approved Resolution #07-01 revising water and sewer rates and fees from quarterly to monthly. Motion passed unanimously.

Capital Improvement Plan/Street Overlay-Costs/Funding/ Water TowerPublic Works Garage/Sand Storage/Compost Facility/Pool

Finance Director/City Clerk Nancy Richardson explained that the draft Capital Improvement plan was a draft and a summary only and that Department Heads had not had a chance to update any figures. It did, however, summarize the tax impact for each of the major proposals being considered by Council, namely, a new Public Works Building (plus salt and compost), pool upgrade, new ambulance, new pumper, and street surfacing. Mayor Weaver suggested postponing any discussion until a Saturday work meeting. City Administrator Steven Robertson will work with Council on determining a date.
Tim Hruska, from the City’s engineering firm WHKS summarized the salt storage proposals. He updated Council that finishing the street overlays is scheduled for July 5th to before Corn-on-the-Cob. In addition, he and staff and Mayor had met with Peter Meyer and has since updated the punch list for Orchard Hills North.

NEW BUSINESS

Wind Generators and Zoning Ordinance

Tim Carter asked for standardization and streamlining with the zoning process for residential wind generators. He suggested defining kilowatts, height, set back, noise levels, compliance with the Universal Building Code, Electrical Code, and FAA, and various other restrictions. Mayor Weaver referred to the Minnesota State Statutes regarding wind generators. Council directed the Planning Commission to consider this issue.

National Night Out

Last year’s National Night Out celebration was presented by the Sesquicentennial Committee. Volunteers from Council will be asked to assist that night on August 7, 2007.

MOTION: Peterson moved, Pederson second to approve up to $400 for National Night Out on August 7, 2007. Motion passed unanimously.

Comments from EDA and PADCO Strategic Meeting

For information only.

2008 Budget

City Librarian Kathie Roussopoulos had requested direction from City Council to prepare her budget. Finance Director/City Clerk Nancy Richardson summarized that the data she had prepared for tonight included iterations on increases to budget at 2 or 3 percent and payroll at higher rates if Council approved a cost-of-living increase in addition to steps on the payscale, and what effect those iterations would have on the tax increase and tax rate increase. City Administrator Steven Robertson asked Council to consider this in two more weeks at the next Council meeting.

Vehicle License Tabs

City Administrator Steven Robertson asked Council for clarification on interpretation of the City Code regarding enforcement of sections 704.6.2 and 704.6.3. Council indicated that if “any” of the three criteria were met, there should be enforcement.

Citizen Task Force (Water Conservation/Other)

Councilmember Pederson summarized his proposed draft for the process and procedures for a task force. He emphasized the need for volunteers with open positive attitudes and specifically stated that one of the requirements of a task force will be not just to come up with ideas, but to come up with ideas also on how to fund any proposals coming out of the task force. Councilmember Pederson will write a City Corner article.

COUNCIL COMMENT
Councilmember Pederson asked about a previous idea of a drop off mailbox at the post office or a parking spot for five minutes for post office parking only. Fred Heaser stated that there used to be a sign saying something like “No parking- Postal Patrons Only”. Mayor Weaver suggested staff look into a limited time parking spot. Rich Klees asked why the post office itself was not handicap accessible. Darold Heddlesten asked why there was no handicap curb cut on his corner. Staff will follow up.

Finance Director/City Clerk Nancy Richardson stated that with the Council’s motion earlier in the evening to increase ambulance volunteer pay, that the budget information she provided will need to be adjusted to reflect the increase in Ambulance volunteer pay by $55,000 to $60,000.

Additional Packet Items for Information Only

Letter to Wayne Schmitz regarding cemetery.
Request letter to ISO PPC Department.
Weed letter 125 5th Street.
Weed letter 630 5th St NE- Sund.
Weed letter 440 7th St SW- Estenson.
Weed letter 435 1st Av NE.
Weed letter 420 2nd Avenue SW.
USDA water project funding letter.
So MN Initiative Foundation giving card.
Invitation letter from Coalition of Greater Minnesota Cities.

ADJOURNMENT

MOTION: Pederson moved, Eversman second to adjourn the meeting. Motion passed unanimously.

Meeting adjourned at 8:40 p.m.

Submitted by,

Neil D. Weaver, Mayor
Nancy Richardson, Finance Director/City Clerk
Regular meeting of Plainview City Council was called to order July 9, 2007 at 7:00 p.m. by Mayor Neil Weaver.

Council Present – Neil Weaver, Cindy Eversman, Jim Pederson, Richard Sawyer and Lee Peterson None
Council Absent –
City Administrator – Steven Robertson
Finance Director/City Clerk- Nancy Richardson
Attorney – Tom Canan
Visitors: Fred Heaser, Mike Hutchinson, Brian Kilen, Darold Heddlesten

APPROVAL OF AGENDA

MOTION: Sawyer moved, Eversman second to approve the agenda adding under new business ambulance new hire, building permits for Orchard Hills North, and trailer court water. Motion passed unanimously.

CONSENT AGENDA

Minutes- June 25, 2007
Building Permits- 4
Other Licenses/Permits- 2 temporary liquor licenses
Bills- $333,152.52
Department Head Reports- None
Boards- None

MOTION: Peterson moved, Pederson second to approve the consent agenda. Motion passed unanimously.

PUBLIC HEARINGS

Planning Ordinance Changes and Number of Detached Structures

City Administrator Steven Robertson explained that the first two changes are essentially administrative and make it easier to understand the public hearing process for zoning changes. Councilmember Pederson noted the double negative under 609.18.

MOTION: Pederson moved, Peterson second to approve changes as proposed for 106.5 and 608.1 as per Ordinance #07-02. Motion passed unanimously.

City Attorney Tom Canan stated that he felt 609.18 should be clarified so that when the issue arose in the future that interpretation would be clear to everyone and asked if a garage is an accessory structure and if the intent was to allow two accessory buildings in addition to a garage.

MOTION: Sawyer moved, Eversman second to approve changes as proposed for 609.18 as per Ordinance #07-03. Motion passed unanimously.

City Administrator Steven Robertson asked for additional clarification to ensure that everyone was on the same page. There was additional discussion as to square footage requirements.

PRESENTATION OF COMMUNITY PETITIONS/GUESTS

Fred Heaser expressed his concern that the people parking right in front of the gazebo creates quite a safety hazard and requested that there be one more no-parking spot right in front of the gazebo.
MOTION: Pederson moved, Peterson second to add a new no-parking spot to right in front of the gazebo. Motion passed unanimously.

Request to Close Street During Corn-on-the-Cob at NAPA

MOTION: Pederson moved, Peterson second to allow closure of 5th Avenue for one block on August 17, 2007 from 1:00 p.m. to 6:30 p.m. Motion passed unanimously.

City Administrator Steven Robertson noted that it’s a main thoroughfare and if it could be posted ahead of time to make locals aware of the closure.

Request for Plainview Area Migrant Council

Father Ozbun requested funding for the Migrant Council. City Administrator Steven Robertson stated that he thought the City could give to the Migrant Festival’s community celebration but could not to the Migrant Council directly due to limitations set forth in State Statute. Finance Director/City Clerk Nancy Richardson indicated that the Council had addressed these issues before and that funding was available in the 2007 budget. Councilmember Pederson said he felt this would be investing in the economic stability of the area. City Administrator Steven Robertson suggested that if that were the case that maybe it should be presented to the EDA. City Attorney Tom Canan will check into it and the issue will be presented at the next Council meeting.

UNFINISHED BUSINESS

Water Disconnections

MOTION: Sawyer moved, Eversman second to approve the disconnection, and certification to the county if necessary, of the delinquent water accounts. Motion passed unanimously.

NEW BUSINESS

Resignation from Administration

MOTION: Sawyer moved, Peterson second to accept the resignation with regret of Finance Director/City Clerk Nancy Richardson effective 8/10/2007. Motion passed unanimously.

MOTION: Peterson moved, Sawyer second to retain Nancy Richardson on a part-time basis at her hourly rate for 16-20 hours per week until September 30, 2007. Motion passed unanimously.

Ambulance Advisory Board

Councilmember Sawyer would like to see an ambulance volunteer serve on the Ambulance Advisory Board. City Attorney Tom Canan asked if there would be a conflict of interest. Fred Heaser added that everything the board does would be a conflict of interest.

MOTION: Sawyer moved, Peterson second to have one ambulance volunteer serve as an ex officio member of the Ambulance Advisory Board, serving three-year terms. Motion passed unanimously.

Possible Amendments to City Code

There was some discussion as to possible considerations as amendments to the City Code. Mayor Weaver directed Council that if they were interested in a particular change they should consider proposed wording and changes, write them down, and bring them to a future Council meeting.
Agenda for Budget Meetings

Mayor Weaver noted that he will not be available on July 28, 2007. The budget meeting will be Saturday, July 28, 2007 at 9:00 a.m.

New Hires for the Ambulance Department

There was some discussion as to a volunteer quitting numerous times. Councilmember Pederson felt that the person was trained so there was no additional time related to that and that the Department Head recommends the new hire.

MOTION: Pederson moved, Peterson second to approve the hire of Brandon Tice as Ambulance volunteer pending positive results from the required background checks and drug tests. Motion passed. Voting in favor: Peterson, Pederson., Weaver, Eversman. Voting against: Sawyer.

Trailer Court Inquiry as to Water Connections

Public Works Director Michael Burgdorf had received a call on June 20th from the trailer court owner who was interested in meters in each individual trailer. Eyota and St Charles have trailer courts with individual meters. An issue may be with the fact that the trailer owner and the City do not own the property and what would happen if there was a break somewhere in the line, then who would you bill since the City could not assess the trailer owner (the Trailer Court owns the land). Councilmember Sawyer asked about the pipes. The pipes are probably plastic which are not up to city code requirements (copper lines). Meters alone would cost $20,000. City Attorney Tom Canan stated that the city would need to have an agreement with the trailer court owner which would address all of these specific issues and that there are other issues to consider. Councilmember Eversman indicated that the City has other priority issues and suggested the council should not be spending time with this issue.

MOTION: Sawyer moved, Eversman second to not pursue individual water meters. Motion passed unanimously.

Orchard Hills North Building Permits

Tim Hruska, acting on behalf of the City Engineer, indicated that builder Peter Meyer had substantially taken care of the items on the punch list for Orchard Hills North and that the engineer was satisfied, and suggested releasing building permits to Peter Meyer. City Attorney Tom Canan asked if the City loses its leverage for uncompleted items.

MOTION: Sawyer moved, Pederson second to allow the release of building permits for Orchard Hills North, contingent on the final items being completed on the punch list by Corn-on-the-Cob Days. Motion passed unanimously.

COUNCIL COMMENT

Councilmember Eversman asked about City requirements for fencing around ponds and pools. City Administrator Steven Robertson will check with Rochester and other ordinances and will bring the information to the next Council meeting.

Councilmember Pederson reminded Council that 7/10/07 and 7/26/07 were meetings for those interested in participating with the citizen task forces.

Councilmember Peterson asked staff to check into the Harvest Ridge area as it appears to him that the builders are not cleaning up after themselves at the end of the day and he has not seen dumpsters.
Finance Director/City Clerk Nancy Richardson encouraged Council to keep working toward the 2008 budget since they will need to act on the preliminary budget by September 10, 2007. She commented that while tonight there were a few water bill delinquencies, there may be more of them next month in this one-month transition from quarterly to monthly, as many have just paid a full quarter’s worth and are being right away to pay another full quarter’s worth. Thereafter, monthly amounts should not be as bad. After promoting automatic payment from the bank for utility billings, there were 37 new customers who had signed up (131 + 37 = 168 out of about 1,100 customers). Finally, she mentioned that the Council minutes had been scanned and were now not only able to be searched (the type-written minutes), but they were also able to be archived on a CD and will be placed in the safe deposit box.

City Administrator Steven Robertson reminded Council that the next Music in the Park was Thursday night.

City Attorney Tom Canan wished Nancy Richardson well on her new position.

Additional Packet Items for Information Only

Light pole letter to Klancher.
Weed letter to O’Conner.
Certification letter for Juers to Wabasha County.
ISO letter to Chief Klees.
Aging communities seminar flyer.

ADJOURNMENT

MOTION: Sawyer moved, Peterson second to adjourn the meeting. Motion passed unanimously.

Meeting adjourned at 8:33 p.m.

Mayor Weaver reopened the meeting at 8:34 p.m.

MOTION: Eversman moved, Peterson second to hold the Special Budget meeting on Saturday, July 14, 2007 at 9:00 a.m. Motion passed unanimously.

MOTION: Pederson moved, Peterson second to adjourn the meeting. Motion passed unanimously.

Meeting adjourned at 8:37 p.m.

Submitted by,

Neil D. Weaver, Mayor
Nancy Richardson, Finance Director/City Clerk
Special meeting of Plainview City Council was called to order July 14, 2007 at 9:00 am. by Mayor Neil Weaver.

Council Present – Neil Weaver, Cindy Eversman, Jim Pederson, Richard Sawyer and Lee Peterson
Council Absent – None
City Administrator – Steven Robertson
Finance Director/City Clerk- Absent
Attorney – Absent
Visitors: Randy Doughty, Rich Klees, Michael Burgdorf, and Tim Hruska

BUSINESS

Gun Range
Randy Doughty discussed the two gun range options available to the City. One possible gun range was free, while the other one was $1,000 a year. He recommended that the City pursue both contracts because the free one is closer, but the one that costs $1,000 a year is better organized and controlled plus it is accessible in the winter time. Randy also stated that he is pursuing a grant from the Drug Task Force for equipment. He concluded by stating that Tom Canan has reviewed both contracts and made some suggestions.

MOTION: Pederson moved, Peterson second to approve both gun range contracts. Motion passed unanimously.

Angle Parking Spaces
Tim Hruska stated that he and Michael Burgdorf, per council direction, have decided to put to handicap parking spots on the corner of 3rd Street NW and TH 247. This was decided to be the best spot due to several reasons (ease of access, ability to be better utilized by more people, and the excessive slope of the sidewalk by the eye and vet clinics).

Salt Storage
Tim Hruska reminded the council of the verbal warning the city received concerning the uncovered salt storage at the Public Works Garages. Several construction alternatives were offered, the cheapest being a structure with a concrete base, 8 foot sidewalls, and a canvas top. This was estimated to cost in the neighborhood of $50,000. It was suggested that before the City spent money on a construction alternative, City staff should contact other storage alternatives (Peter Meyer or Wabasha County). Also it was suggested that the MPCA would be satisfied if the City showed progress towards moving the entire public works garage in the very near future (next 12 months).

Michael Burgdorf reminded the Council again that it did not believe the 10th Street SW location would be nearly big enough for a Public Works Garage, even if the City purchased the former Upton Family house. It was also pointed out that the MPCA and staff from Rural Water discouraged the City from putting a compost or salt storage pile near the well.

Street Overlay
Tim Hruska stated that for about $1,300,000, the City could do a large street overlay project to remedy some of the more serious roads in Plainview. He reminded the Council that this would not cover all the streets, just the more serious/older ones. He also added that this is not a permanent fix, because as time marches, streets naturally decline in quality and need attention. This may be 10 or 20 years down the road, but the point is that this is not a one shot, permanent cure-all project.

Pool
Tim Hruska stated that estimated construction costs for pool have increased about 40% over the last 5 or 6 years, due mostly due mostly to world-wide demand for construction materials. He stated to
Michael Burgdorf informed the council that his staff had been in contact with professional fundraisers. While these professional fundraisers have had a string of successful pool projects, they do cost a fair amount ($0.10 on the dollar), plus before they began their work they would want to ascertain for certain what the public (remodeled pool or a new pool).

**Water Tower**
Tim Hruska pointed out that they are waiting for Lakeside Foods to finish their engineering review (August). Bill Arndt thought that Lakeside Foods could reduce their water consumption by a significant amount (thereby putting off or reducing the need for a water tower).

**Fire Insurance Rating and I.S.O.**
Rich Klees stated that he and Michael Burgdorf would be meeting with a gentlemen from the ISO in two weeks. This person is going to review fire and water information for the City of Plainview. The hope is that the ISO will lower Plainview’s insurance rating, and as a result, reduce the cost of fire insurance for property owners.

**Fire Department**
Rich Klees stated that the Fire Pumper will soon be 25 years old. When it was purchased, it replaced a pumper that was also 25 years old. He added that the cost of a new pumper is in the $500,000 to $600,000 range, but that a person could probably buy a 5 year old pumper for $400,000. Rich Klees added that as far as fire vehicles are concerned, it is not the number of miles on the vehicle are important, but the age and condition of the equipment of the vehicle.

Rich Klees stated that the department has been looking at getting $10,000 to sprinkle the building and $2,500 for a new weather station. He concluded by stating that he would like to have the Council consider paying a small amount to volunteers for attending training.

**Preliminary Budget Discussion**
The preliminary increase for the 2008 budget was discussed. Steven Robertson stated that he would like to give some basic information to City staff, with the understanding that the Council may want to increase or decrease the 2008 budget as they have more discussions and meetings in the future. Richard Sawyer asked if the City could afford a 3% increase in COLA. Steven Robertson stated that actually he suggested a 1.6% increase in COLA based off of the Consumer Price Index increase from 2006. This would be in addition to the payscale that the department heads can use to award employee performance. Cindy Eversman asked about health insurance and the cost of the premium. Jim Pederson wanted to know how we pay the employees in comparison to other cities. Cindy Eversman wanted to know if the City Council could get more detailed payroll information for future City Council meetings.

**MOTION**:
Pederson moved, Peterson second to approve a 3% increase to the operating budget for all payroll costs (wages, PERA, health insurance, FICA, etc) and a 2% increase to the operating budget for all other costs (utilities, supplies, property insurance, etc). Motion passed 4-1, with Sawyer opposed.

**ADJOURNMENT**
MOTION: Pederson moved, Eversman second to adjourn the meeting. Motion passed unanimously.

Meeting adjourned at 10:46 am

Submitted by,

__________________________  ________________________
Neil D. Weaver, Mayor     Steven Robertson, Acting Clerk
Regular meeting of Plainview City Council was called to order July 23, 2007 at 7:00 p.m. by Mayor Neil Weaver.

Council Present – Neil Weaver, Cindy Eversman, Jim Pederson, Richard Sawyer and Lee Peterson
Council Absent – None
City Administrator – Absent
Finance Director/City Clerk - Nancy Richardson
Attorney – Absent
Visitors: Joe Wheeler and Karen DuCharme from SEMMCHRA, Brian Kilen, Michael L Burgdorf, Darold Heddlesten, Fred Heaser, Randy Doughty, Rob Ebin

APPROVAL OF AGENDA

MOTION: Peterson moved, Pederson second to approve the agenda, adding under New Business to close the meeting for a legal issue. Motion passed unanimously.

CONSENT AGENDA

Minutes- July 9, 2007 and July 14, 2007
Building Permits- 10
Other Licenses/Permits- None
Bills- $323,353,17
Departments- None
Boards- EDA
Resolutions- None

MOTION: Pederson moved, Sawyer second to approve the consent agenda. Motion passed unanimously.

PRESENTATION OF COMMUNITY PETITIONS/GUESTS

Small Cities Development Program (Commercial and Housing Rehab)

Joe Wheeler and Karen DuCharme from SEMMCHRA presented their proposal to act on behalf of the city for the application for Federal grants through the Small Cities Development Program for commercial and housing rehabilitation. This would be at no cost to the city and they would administer the program. The application would be for the entire County except for Lake City, Elgin, and Wabasha which are already participating under an existing grant.

MOTION: Pederson moved, Peterson second to approve Resolution #07-02 to partner with the SE Minnesota Housing and Redevelopment Authority on Federal grant monies for downtown commercial and housing rehabilitation. Motion passed unanimously.

UNFINISHED BUSINESS

Water Late Fees and Delinquent Fees

MOTION: Sawyer moved, Peterson second to adopt Option #2 regarding utility billing late fees and delinquency policies, where the interest date will be the due date and the delinquent date will be the billing date of the next cycle (at which point two periods of billings would be outstanding). Motion passed unanimously.

Business Park and/or Public Works
Councilmember Pederson proposed that the EDA and City meet to move ahead on land deals. Rob Ebin suggested a joint meeting to discuss City priorities and prioritize a list. City Administrator Steven Robertson is to set up a meeting on a non-Council Monday with City Council, EDA, PADCO, and the Chamber.

Possible Amendments to City Code

Councilmember Peterson expressed his concern about parking and RV parking. Councilmember Sawyer asked if Council should be writing up ordinances now or should they wait until there is a reason to write up a revision. There was some discussion as to construction trailers facing the wrong way and whether they are marked with reflectors. Councilmember Sawyer indicated that the problem is the visibility issue and if they’re parked the wrong direction. Councilmember Peterson stated they should be properly marked and with reflectors. Councilmember Sawyer added that they must be parked the correct direction. Chief Doughty said the concerns should be brought to the department’s attention and then they will bring it to the attention of the trailer owner to be properly marked and facing the right direction. There was no other discussion on any other proposed items. The Council generally agreed that there would be no action on any ordinance changes proposed by staff until such time that it was necessary.

National Night Out Volunteers

Councilmembers Peterson and Eversman indicated they would not be available. Councilmembers Sawyer and Pederson said they would be there and Mayor Weaver said he would be there also.

Ordinances #07-02 and #07-03

Councilmember Pederson indicated that he believed there was an error and the wording needed to be refined and that the two accessory building ordinances should be brought forward to next Council meeting for final approval and acceptance.

CLOSED MEETING

MOTION: Peterson moved, Eversman second to close the meeting. Motion passed unanimously.

Mayor Weaver closed the meeting at 7:35 p.m.

MOTION: Sawyer moved, Eversman second to open the meeting. Motion passed unanimously.

Mayor Weaver reopened the meeting at 7:46 p.m. and summarized that during the closed session the Council discussed the matter of possible legal action involving a city contractor. Chief Doughty will keep Council apprised of the situation.

COUNCIL COMMENT

Councilmember Eversman asked about two lots and debris on the property. Staff will check letter dates for the lot on 4th St. N.E. Chief Doughty will speak to the second property owner in question on 42 and 247.

Chief Doughty asked City Council to revise the wording in the ordinance regarding car tabs to be consistent with the state guidelines that it’s when the car is on the public street that it must have current tabs. He will bring a copy of the state statute. In the meantime, he will respond to the current list as per city ordinance. Staff will write proposed wording changes.

Mayor Weaver notified Council that the County had agreed to allow the City to store its salt at their facility at no cost. Staff will draft a letter to Scott Sokola with the MPCA reaffirming this. Mayor
Weaver will find out how long this agreement will last with the County and in the meantime the City will consider permanent alternatives.

Mayor Weaver indicated that Plainview Milk Products has asked for an additional 30,000 gallons per day of wastewater flow. Staff will bring forth the Sanitary District calculation for the amount.

Mayor Weaver noted the letter in the packet from Mr. Devries. Chief Doughty indicated that the timer on lights at the pool, which had previously been in operation, had recently not been operating properly but are now reprogrammed. He does not suggest turning off lights at night at the pool for liability purposes. Mr. Devries also had a concern about parking in the dead-end to which Chief Doughty indicated he had no issue with cars parked on the side and in the middle since it was a dead end, and would monitor to make sure no one was parking in front of the hydrant.

Mayor Weaver indicated he had received two emails in support of work on the pool. Councilmember Pederson suggested a task force for the pool.

MOTION: Sawyer moved, Pederson second to have City Administrator Steven Robertson contact the City Engineer about options and pricing for the pool in preparation for a referendum. Motion passed unanimously.

**Additional Packet Items for Information Only**

Two pool letters to Mayor.
Hoke thank you letter for pool striping.
Weed letters to Meyer Builders, Three Rivers Community Action, Great Western, LeVan and Anker.
State Demographic letter for April 1, 2006 population.
WHKS letter to Dept of Health regarding water storage and Lakeside Foods.
Letter in support of Migrant Council.
Migrant Council meeting notice.
Erwin/Siebenaler weed complaint letter to city.
MN DOT meeting followup letter.
MN Dept of Health DWRL list update.
Xcel Energy certificate of need.
2nd Qtr 2007 Financial summary.

**ADJOURNMENT**

MOTION: Sawyer moved, Peterson second to adjourn the meeting. Motion passed unanimously.

Meeting adjourned at 8:18 p.m.

Submitted by,

_____________________________________   ______________________________________
Neil D. Weaver, Mayor    Nancy Richardson, Finance Director/City Clerk
Regular meeting of Plainview City Council was called to order August 13, 2007 at 7:00 p.m. by Mayor Neil Weaver.

Council Present – Neil Weaver, Cindy Eversman, and Richard Sawyer.
Council Absent – Jim Pederson and Lee Peterson
City Administrator – Steven Robertson
Deputy Clerk – Peg Tentis
Attorney – Tom Canan
Visitors: Fred Heaser, Michael L. Burgdorf, Dean Harrington, Brian Kilen, Tim Schneider

APPROVAL OF AGENDA

MOTION: Sawyer Moved, Eversman second to approve the agenda, changing the “Transient Liquor License” to a Transient Business License. Motion passed unanimously.

CONSENT AGENDA

Minutes- July 23, 2007
Building Permits-13
Other Licenses/Permits- 1
Bills- $229,579.69
Departments- None
Boards- None
Resolutions- None

MOTION: Sawyer moved, Eversman second to approve the consent agenda. Motion passed unanimously.

PRESENTATION OF COMMUNITY PETITIONS/GUESTS

Arden Jurgenson presented an offer to the city to rent land near the wastewater treatment facility for a compost area. He asked the City Council to appoint a delegation to meet with him and consider the proposal. He also added his concern over the growing volume of stormwater due to the growth of the City.

Administrator Robertson stated that Joel Eggenberger had asked to be on the agenda on behalf of Old Fashioned Christmas, but was not present at the Council meeting. It was suggested that perhaps the EDA could also review the proposal in addition to the request from the Migrant Council.

UNFINISHED BUSINESS

Water Conservation Task Force

Dean Harrington submit a list of proposed names for the membership of the Water Conservation Task Force

MOTION: Sawyer moved, Eversman second to approve the membership. Motion passed unanimously. The first meeting will be held on Wednesday, August 22 at 7:00pm at city hall.

Bike Trail Proposal

Dean Harrington requested on behalf of the Wabasha County Regional Railroad Authority Management Committee that the City of Plainview continue maintaining the bike trail and trail head and that the city allow them to place a footing and sculpture at the trail head. Administrator Robertson stated that he
thought the idea had merit, but he was concerned of the remote possibility that some art work may offend citizens. Tom Canan was more concerned about creating a precedent for exclusive display of a for-profit project (selling artwork). He suggested instead that the City could ask everyone to submit ideas for “town and park beautification” and everyone could have a chance to submit their projects (which would be donated to the City, not sold).

MOTION: Sawyer moved, Eversman second to approve city maintenance of the bike trail and trail head. Tom Canan to create a draft contract for council consideration. Motion passed unanimously.

Pool Projects/Referendum Information

Councilperson Sawyer asked about the article in the Post Bulletin concerning a potential pool referendum. Administrator Robertson suggested that the City could send out a survey to citizens about their interest in potential capital projects (pool, public works, fire pumper).

MOTION: Sawyer moved, Eversman second for the city to send an opinion survey to every homeowner and business owner in the city. Motion passed unanimously.

Budget Information

Administrator Robertson suggested a special budget meeting prior to the preliminary levy due date of September 15th. It was generally agreed that the members of the City Council will submit potential meeting dates that would work for them.

Plainview Milk Products Request for Flow Increase

Mayor Weaver asked that Dallas Moe from Plainview Milk Products and Rick Turri from the Plainview-Elgin Sanitary Sewer District be present at the next council meeting on August 23, 2007.

NEW BUSINESS

Suggested City Ordinance Changes

The City Council discussed the proposed change of not having current tabs on vehicles. The Council had the first reading of the ordinance and scheduled the second reading for the next meeting.

Liquor Store Credit Card Service Company Contract

MOTION: Sawyer moved, Eversman seconded to approve contract with Pay America with changes made by City Attorney Tom Canan. Motion passed unanimously.

New Hire (Finance Director/City Clerk).

Steven Robertson presented information on the interviewing process for the Finance Director/City Clerk. As of yet, the finalist had not accepted the position, but he expected the finalist to make a decision shortly (within 24 hours). It was generally agreed that the finalist should make a decision by Wednesday, or else the Council should move on to the next candidate.

County Address Information

Several potential address conflicts pointed out by Shawn Gertken of Wabasha County were discussed. Tim Schneider/Asst. Chief of Police expressed concerns for police and ambulance with the addressing of the Hillcrest Trailer Court area, among other areas. It was suggested that a staff person from Public Works and the Police Department review the areas of conflict and suggested changes.
Personal Evaluation

Evaluation and employment contract for Steven Robertson tabled until the next meeting August 23, 2007.

COUNCIL COMMENT

Councilmember Eversman commented on the large amount of materials at the compost pile and brush pile.

Councilmember Sawyer asked about the outstanding water bill list and if many had been paid. Deputy Clerk Tentis replied that yes, many had paid since the list was printed.

City Administrator presented a Charitable Gambling Check form Gopher Lanes.

MOTION: Sawyer moved to accept the donation and to send a thank you to Gopher Lanes. Eversman seconded. Motion passed unanimously.

Tom Canan expressed concerns for the Delmer Liebenow and Roger Durgin Properties Improvements. City Administrator commented that he had talked with Mrs. Durgin and she will be submitting a permit this week and starting work very soon. Tom Canan will send a reminder letter to Delmer Liebenow.

Additional Packet Items for Information Only

Second Quarter Water Usage
Public Notice PFA
MN Job Bank Info
Home Owner Letters: Roger Durgin and Delmer Liebenow.

ADJOURNMENT

MOTION: Sawyer moved, Eversman second to adjourn the meeting. Motion passed unanimously.

Meeting adjourned at 8:13 p.m.

Submitted by,

_____________________________________   ______________________________________
Neil D. Weaver, Mayor                  Peg Tentis, Deputy Clerk
Regular meeting of Plainview City Council was called to order August 27, 2007 at 7:00 p.m. by Mayor Neil Weaver.

Council Absent – Lee Peterson  
City Administrator – Steven Robertson  
Deputy Clerk – Peg Tentis  
Attorney – Absent  
Visitors: Richard Turri, Fred Heaser, Arlene DeVries, Marty DeVries, Michael L. Burgdorf, Mary Olson, Brian Kilen, Darold Hedlesten, Rich Klees, Don Hall, Randy Doughty and Matthew Wohlman.

APPROVAL OF AGENDA

MOTION: Pederson moved, Sawyer second to approve the agenda, with the addition of Matthew Wohlman to the Presentation of Community Petitions/Guests. Motion passed unanimously.

CONSENT AGENDA

Building Permits- 10  
Other Licenses/Permits- Dance Permit/Plainview Legion 9/1/07  
Bills- $104,008.45  
Departments- 2 Public Works Certifications to Wabasha County  
Boards- None  
Resolutions- None  

MOTION: Sawyer moved, Pederson second to approve the consent agenda with the correction that Sawyer moved, Eversman second to the August 13, 2007 meeting. Motion passed unanimously.

PRESENTATION OF COMMUNITY PETITIONS/GUESTS

Matthew Wohlman/Agriculture Director from Congressman Timothy Walz’s Office presented information on applying for FEMA due to the August 18-19 storm. He explained the application process and left information for city residents. Mayor Weaver thanked Mr. Wolhman for coming to Plainview.

Marty DeVries expressed concern for the drainage behind his property. He had contacted both the State and CMS and asked them for help, but the issue has not been resolved to his satisfaction and he would like the City to help him resolve this with his developer, Peter Meyer. Administrator Robertson stated that Jay Kruger from CMS had been in his office and told him directly that the drainage meets the minimum standards of the building code. He also added that he thought the drainage system was owned by the townhome association. Finally, he pointed out that just because there is water in the back yard, it doesn’t necessarily mean that it doesn’t meet code; he reminded the Mayor about the Fisk Acres drainage situation a few years back. Marty DeVries stated that he didn’t think the drainage met code and he again asked the City to help him. The Mayor and members of the City Council generally agreed to have the City Engineer contact Marty and talk to him about the issue and suggest ways to resolve the problem.

UNFINISHED BUSINESS

Plainview Milk Product Request for Flow

Rick Turri of the Plainview-Elgin Sanitary Sewer District presented information concerning Plainview Milk Products request for increased flow. He handed out proposed fair-cost breakdowns for the proposed request. Mr. Sawyer and Mr. Pederson asked about the flow and cost breakdowns.
MOTION: Eversman moved, Sawyer second to approve the request from Plainview Milk Products for an additional 30,000 gallons per day. Motion passed unanimously.

Mayor Weaver asked Mr. Turri to discuss the plants operation/handling of the past storm and thanked him for coming to the council meeting.

**Liquor Store Expansion Project**

Don Hall presented bids from 3 local contractors were submitted for the remodel project of the Municipal Liquor Store. Don Hall shared his concerns about the condition of the building and his desire to improve the structure in order to attract more business and improve customer service.

MOTION: Pederson moved, Sawyer second to approve the remodel and accept WAK Construction’s bid of $65,582.00 with Don Hall will purchasing the sinks. Motion passed unanimously.

**New Hire (Finance Director/City Clerk)**

Administrator Robertson explained the interviewing process and recommended the city hire Renee Mierau for the position.

MOTION: Pederson moved, Eversman second to hire Renee Mierau for the position of Finance Director/City Clerk at step 5.5 on the pay scale ($46,017.00 per year). She will start September 17, 2007. Motion passed unanimously.

**Water Disconnections**

MOTION: Sawyer moved, Pederson second to approve the water disconnection as of Wednesday, August 29, 2007. Motion passed unanimously.

**2007 Budget Meeting**

The council will hold an additional budget meeting on Saturday, September 8, 2007 at 8:00am in the council chambers.

**2nd Reading of Proposed Ordinance for Car Tabs**

Randy Doughty stated that he believed the City should revise the car tab/junk vehicle ordinance to make it more in line with the State Statutes.

Darold Heddlesten shard his comments about the value of enforcing car tabs. He added that he thought it was a good ordinance and that it helps keep poor looking vehicles out of town. He also stated that enforcing car tabs was to the benefit of the City. Mr. Sawyer stated that he is not opposed to the ordinance change, but he wondered what we should do about people who were told to get tabs for their vehicles.

MOTION: Pederson moved, Eversman second to approve Ordinance #07-04 changing the wording for section 704.6 to the proposed wording. Voting in favor: Weaver, Pederson and Eversman. Against: Sawyer. Motion passed.

**Proposed Language for Compost Site and Weeds**

Proposed wording for the Brush and Compost Site Ordinance was discussed by council members. Councilman Pederson asked that it be brought up again at the next council meeting.
Water Damage

Water and sewer damage due the August 18-19 storm was discussed. Mary Olson expressed her concerns why she had sewer damage at her property and why the city hadn’t provided dumpsters. Public Works Director/Michael Burgdorf explained how sewer back up can happen, adding that he also had backup in his home. Councilperson Sawyer asked how many homes were affected. Administrator Robertson is to contact WHKS concerning this issue with suggested ideas for reducing/eliminating it in the future.

NEW BUSINESS

TIF Decertification for Lot in LeVan Development

MOTION: Sawyer moved, Eversman second to decertify Lot 5, Block 2 of LeVan Subdivision from the TIF District as of 08/27/2007. Motion passed unanimously.

Truth in Taxation Hearing Dates

The Truth in Taxation Hearing will be held on Monday, December 10, 2007 at 6:00pm before the council meeting.

Resolution for Charitable Gambling at Kim’s Saloon, Plainview Liquor Store and Finne’s LLC.

MOTION: Pederson moved, Sawyer second to approve Resolutions #07-03, #07-05, and #07-06 for Charitable Gambling for Kim’s Saloon, Plainview Liquor Store and Finne’s LLC. Motion passed unanimously.

Resolution for Charitable Gambling at Plainview Liquor Store

MOTION: Sawyer moved, Pederson second to approve Resolution #07-04 for the Plainview Firefighters Relief Association to have the city lease a portion of the Plainview Liquor Store for Charitable Gambling. Motion passed unanimously.

COUNCIL COMMENT

Councilmember Sawyer commented that the Fire Rescue Truck is in for repairs and unsure of what the cost will be to fix it. He also asked if the Police Department has claim forms that citizens can use.

It was decided to table Administrator Robertson’s evaluation until the September 10th Council Meeting. Councilpersons Eversman and Sawyer suggested possible ideas for the evaluation process.

Additional Packet Items for Information Only

Truth in Taxation Public Hearing Dates for School Districts  
Truth in Taxation for Payable 2008/Minnesota-Revenue  
Congressmen Timothy Walz Letter concerning flooding  
News article concerning flood insurance  
Human Services Program Licensing for Immanuel Lutheran Preschool  
Veolia Environmental Services Info  
FEMA Information  
Fall Cleanup Information  
Wabasha County Hazardous Waste Schedule  
Rehab Funds SEMMCHRA
ADJOURNMENT

MOTION: Sawyer moved, Pederson second to adjourn the meeting. Motion passed unanimously.

Meeting adjourned at 8:40 p.m.

_____________________________   ______________________________
Neil D. Weaver, Mayor            Peg Tentis, Deputy Clerk
Special budget meeting of Plainview City Council was called to order September 8, 2007 at 8:00 a.m. by Mayor Neil Weaver.

Council Present – Neil Weaver, Cindy Eversman, Jim Pederson, and Richard Sawyer
Council Absent – Lee Peterson
City Administrator – Steven Robertson
Finance Director/City Clerk- Nancy Richardson
Attorney – Absent
Visitors: Michael Burgdorf

UNFINISHED BUSINESS

2008 Budget and Preliminary Tax Levy

There was general discussion on the 2008 budget. Councilmember Sawyer asked about the preliminary levy and if it is enough for departments to operate with.

MOTION: Sawyer moved, Eversman second to approve a preliminary levy of $1,148,040 (Resolution #07-07). Motion passed unanimously.

Staff will be asked if they need any specific line item increases and how they would justify them.

Plainview Area Community and Youth Center

Councilmember Pederson expressed his views of the value of having a community center. Councilmember Sawyer added that he thought it provided a good meeting place, especially for seniors.

MOTION: Pederson moved, Sawyer second to allocate $5,000 for the Plainview Area Community and Youth Center for the 2008 budget. Motion passed unanimously.

COUNCIL COMMENT

City Administrator Steven Robertson expressed his concern that the City health care contribution for spouse/dependents had not increased since the mid-90’s and asked Council to consider a change. There was general discussion about insurance, pooling, and coverage. Although the information cannot be gathered for the 2008 budget, staff and council will begin to consider various aspects, for full review in Spring 2008 to prepare for the 2009 budget.

MOTION: Sawyer moved, Pederson second to approve a donation of $500 for the Wabasha County K-9 unit from gambling proceeds of the Plainview Fire Relief Association. Motion passed unanimously.

Mayor Weaver expressed his concerns over a citizen letter that was mailed to members of the Council regarding the pool.

Councilmember Eversman expressed her concern with the lack of youth programming at the Plainview Area Community and Youth Center.

Councilmember Sawyer asked, with respect to a new water tower, if any information had yet been received from Lakeside. Information may be available before the Wednesday meeting with city staff and the City Engineer.

ADJOURNMENT
MOTION: Pederson moved, Sawyer second to adjourn the meeting. Motion passed unanimously.

Meeting adjourned at 9:00 a.m.

Submitted by,

______________________________________   ______________________________________
Neil D. Weaver, Mayor    Nancy Richardson, Finance Director/City Clerk
Regular meeting of Plainview City Council was called to order August 13, 2007 at 7:00 p.m. by Mayor Neil Weaver.

Council Present –Neil Weaver, Cindy Eversman, and Richard Sawyer.
Council Absent – Jim Pederson and Lee Peterson
City Administrator – Steven Robertson
Deputy Clerk – Peg Tentis
Attorney – Tom Canan
Visitors: Fred Heaser, Michael L. Burgdorf, Dean Harrington, Brian Kilen, Tim Schneider

APPROVAL OF AGENDA

MOTION: Sawyer Moved, Eversman second to approve the agenda, changing the “Transient Liquor License” to a Transient Business License. Motion passed unanimously.

CONSENT AGENDA

Minutes- July 23, 2007
Building Permits-13
Other Licenses/Permits- 1
Bills- $229,579.69
Departments- None
Boards- None
Resolutions- None

MOTION: Sawyer moved, Eversman second to approve the consent agenda. Motion passed unanimously.

PRESENTATION OF COMMUNITY PETITIONS/GUESTS

Arden Jurgenson presented an offer to the city to rent land near the wastewater treatment facility for a compost area. He asked the City Council to appoint a delegation to meet with him and consider the proposal. He also added his concern over the growing volume of stormwater due to the growth of the City.

Administrator Robertson stated that Joel Eggenberger had asked to be on the agenda on behalf of Old Fashioned Christmas, but was not present at the Council meeting. It was suggested that perhaps the EDA could also review the proposal in addition to the request from the Migrant Council.

UNFINISHED BUSINESS

Water Conservation Task Force

Dean Harrington submit a list of proposed names for the membership of the Water Conservation Task Force

MOTION: Sawyer moved, Eversman second to approve the membership. Motion passed unanimously. The first meeting will be held on Wednesday, August 22 at 7:00pm at city hall.

Bike Trail Proposal

Dean Harrington requested on behalf of the Wabasha County Regional Railroad Authority Management Committee that the City of Plainview continue maintaining the bike trail and trail head and that the city allow them to place a footing and sculpture at the trail head. Administrator Robertson stated that he
thought the idea had merit, but he was concerned of the remote possibility that some art work may offend citizens. Tom Canan was more concerned about creating a precedent for exclusive display of a for-profit project (selling artwork). He suggested instead that the City could ask everyone to submit ideas for “town and park beautification” and everyone could have a chance to submit their projects (which would be donated to the City, not sold).

MOTION: Sawyer moved, Eversman second to approve city maintenance of the bike trail and trail head. Tom Canan to create a draft contract for council consideration. Motion passed unanimously.

Pool Projects/Referendum Information

Councilperson Sawyer asked about the article in the Post Bulletin concerning a potential pool referendum. Administrator Robertson suggested that the City could send out a survey to citizens about their interest in potential capital projects (pool, public works, fire pumper).

MOTION: Sawyer moved, Eversman second for the city to send an opinion survey to every homeowner and business owner in the city. Motion passed unanimously

Budget Information

Administrator Robertson suggested a special budget meeting prior to the preliminary levy due date of September 15th. It was generally agreed that the members of the City Council will submit potential meeting dates that would work for them.

Plainview Milk Products Request for Flow Increase

Mayor Weaver asked that Dallas Moe from Plainview Milk Products and Rick Turri from the Plainview-Elgin Sanitary Sewer District be present at the next council meeting on August 23, 2007.

NEW BUSINESS

Suggested City Ordinance Changes

The City Council discussed the proposed change of not having current tabs on vehicles. The Council had the first reading of the ordinance and scheduled the second reading for the next meeting.

Liquor Store Credit Card Service Company Contract

MOTION: Sawyer moved, Eversman seconded to approve contract with Pay America with changes made by City Attorney Tom Canan. Motion passed unanimously.

New Hire (Finance Director/City Clerk).

Steven Robertson presented information on the interviewing process for the Finance Director/City Clerk. As of yet, the finalist had not accepted the position, but he expected the finalist to make a decision shortly (within 24 hours). It was generally agreed that the finalist should make a decision by Wednesday, or else the Council should move on to the next candidate.

County Address Information

Several potential address conflicts pointed out by Shawn Gertken of Wabasha County were discussed. Tim Schneider/Asst. Chief of Police expressed concerns for police and ambulance with the addressing of
the Hillcrest Trailer Court area, among other areas. It was suggested that a staff person from Public Works and the Police Department review the areas of conflict and suggested changes.

**Personal Evaluation**

Evaluation and employment contract for Steven Robertson tabled until the next meeting August 23, 2007.

**COUNCIL COMMENT**

Councilmember Eversman commented on the large amount of materials at the compost pile and brush pile.

Councilmember Sawyer asked about the outstanding water bill list and if many had been paid. Deputy Clerk Tentis replied that yes, many had paid since the list was printed.

City Administrator presented a Charitable Gambling Check form Gopher Lanes.

**MOTION:** Sawyer moved to accept the donation and to send a thank you to Gopher Lanes. Eversman seconded. Motion passed unanimously.

Tom Canan expressed concerns for the Delmer Liebenow and Roger Durgin Properties Improvements. City Administrator commented that he had talked with Mrs. Durgin and she will be submitting a permit this week and starting work very soon. Tom Canan will send a reminder letter to Delmer Liebenow.

**Additional Packet Items for Information Only**

- Second Quarter Water Usage
- Public Notice PFA
- MN Job Bank Info
- Home Owner Letters: Roger Durgin and Delmer Liebenow.

**ADJOURNMENT**

**MOTION:** Sawyer moved, Eversman second to adjourn the meeting. Motion passed unanimously.

Meeting adjourned at 8:13 p.m.

Submitted by,

_____________________________________   ______________________________________
Neil D. Weaver, Mayor    Peg Tentis, Deputy Clerk
Special budget meeting of Plainview City Council was called to order September 8, 2007 at 8:00 a.m. by Mayor Neil Weaver.

Council Present – Neil Weaver, Cindy Eversman, Jim Pederson, and Richard Sawyer
Council Absent – Lee Peterson
City Administrator – Steven Robertson
Finance Director/City Clerk- Nancy Richardson
Attorney – Absent
Visitors: Michael Burgdorf

UNFINISHED BUSINESS

2008 Budget and Preliminary Tax Levy

There was general discussion on the 2008 budget. Councilmember Sawyer asked about the preliminary levy and if it is enough for departments to operate with.

MOTION: Sawyer moved, Eversman second to approve a preliminary levy of $1,148,040 (Resolution #07-07). Motion passed unanimously.

Staff will be asked if they need any specific line item increases and how they would justify them.

Plainview Area Community and Youth Center

Councilmember Pederson expressed his views of the value of having a community center. Councilmember Sawyer added that he thought it provided a good meeting place, especially for seniors.

MOTION: Pederson moved, Sawyer second to allocate $5,000 for the Plainview Area Community and Youth Center for the 2008 budget. Motion passed unanimously.

COUNCIL COMMENT

City Administrator Steven Robertson expressed his concern that the City health care contribution for spouse/dependents had not increased since the mid-90’s and asked Council to consider a change. There was general discussion about insurance, pooling, and coverage. Although the information cannot be gathered for the 2008 budget, staff and council will begin to consider various aspects, for full review in Spring 2008 to prepare for the 2009 budget.

MOTION: Sawyer moved, Pederson second to approve a donation of $500 for the Wabasha County K-9 unit from gambling proceeds of the Plainview Fire Relief Association. Motion passed unanimously.

Mayor Weaver expressed his concerns over a citizen letter that was mailed to members of the Council regarding the pool.

Councilmember Eversman expressed her concern with the lack of youth programming at the Plainview Area Community and Youth Center.

Councilmember Sawyer asked, with respect to a new water tower, if any information had yet been received from Lakeside. Information may be available before the Wednesday meeting with city staff and the City Engineer.

ADJOURNMENT
MOTION: Pederson moved, Sawyer second to adjourn the meeting. Motion passed unanimously.

Meeting adjourned at 9:00 a.m.

Submitted by,

_____________________________  ________________________________
Neil D. Weaver, Mayor          Nancy Richardson, Finance Director/City Clerk
Regular meeting of Plainview City Council was called to order September 10, 2007 at 7:00 p.m. by Mayor Neil Weaver.

Council Absent – None
City Administrator – Steven Robertson
Deputy Clerk – Peg Tentis
Attorney – Tom Canan
Visitors: Delmer Liebenow, Fred Heaser, Ralph Todd, Jessie Todd, Michael L. Burgdorf, Jim Krusmark, Steve Donovan, Michelle Donovan, Jay Donovan, Darold Heddesten, Bonnie Boettcher, Brian Kilen.

APPROVAL OF AGENDA

MOTION: Pederson moved, Peterson second to approve the agenda. Motion passed unanimously.

CONSENT AGENDA

Building Permits- 10
Other Licenses/Permits- None
Bills- $118,190.00
Departments- Water: 2 certifications to Wabasha County for non-payment of utility bills.
Boards- None.
Resolutions- None.

MOTION: Peterson moved, Sawyer second to approve the consent agenda. Motion passed unanimously.

PRESENTATION OF COMMUNITY PETITIONS/GUESTS

Delmer Liebenow expressed his concerns for city charges for sump pump inspection charges, billing, for mowing and weed trimming. Because of a disability, he has a difficult time with paper work and asked that the City realize that it was not his intent to miss his first sump pump inspection, adding that he did make his second appointment. Administrator Robertson pointed out that the City initially charged him $200 for two months he was in violation, but per council discussion, the fee was cut in half.

Mr. Liebenow also discussed re-roofing and painting of his home at 10 West Broadway. Administrator Robertson stated that Mr. Liebenow was sent his first notice in August 2006 and has over a year to address his property. Administrator Robertson also added that Mr. Liebenow had agreed to paint his home by this spring and re-roof it by this fall. Mr. Liebenow stated that he hasn’t been able to get to his property because of any injury he sustained last fall and the fact that it was such a hot summer didn’t help things either.

Mayor Weaver asked Mr. Liebenow if he had considered selling the home. Mr. Liebenow responded that he wouldn’t. Councilperson Pederson said that he thought Mr. Liebenow had enough time this past year to fix the home. City Attorney Tom Canan asked how much time he needed to get his house painted and re-roofed. He also suggested the city waive the sewer fee, so Mr. Liebenow could use that money toward his home.

MOTION: Peterson moved, Sawyer second to allow Mr. Liebenow until the end of Oct, 2007 to start work on re-roofing and painting of his home on 10 West Broadway and, to ask for an extension if needed and to waive the $100 sump pump fee. Voting in favor: Peterson, Sawyer and Eversman. Voting against: Pederson. Abstaining: Weaver.
Ralph and Jessie Todd presented information of water coming up their basement drain during the August 18, 2007 severe storm. Mr. Todd stated that he had a portion of his private sewer line replaced. Neighboring homes also effected were Randy and Bonnie Boettcher and John and Elaine Salek. WHKS engineers will be here later in the week to meet with Steven Robertson and Michael Burgdorf to discuss several engineering issues, including ideas on reducing back flow in the future.

Steve and Michelle Donavon were present to express their concerns of sewage back-up in the home on September 3, 2007, when the lift station in their area malfunctioned. The City Engineers will discuss ideas to improve communication or reliability of the lift station.

UNFINISHED BUSINESS

Fall Clean-up

Fall Clean-up will be held on Saturday, September 22, 2007 from 1-4pm at the Public Works Garage. Lee Peterson and Neil Weaver will volunteer to help then.

Preliminary Levy

Administrator Robertson stated that the City Council established the preliminary levy at $1,148,040 at their special Saturday, September 8, 2007 budget meeting.

Proposed Language for Compost Site and Weeds.

Language for the proposed Compost Site and Weed ordinance was discussed. City Attorney Tom Canan suggested using form and wording as in the past. Mayor Weaver asked for any comments or questions. First reading of the ordinance in resolution form will be on September 24, 2007.

Clarification on Water Bill Question

Tom Canan briefly reviewed the issue surrounding the renters’ deposit and the Fran Grover renter lawsuit.

PADCO Donation

Administrator Robertson stated that PADCO would like to use some funds from their charitable gambling fund to pay for the EDA Coordinator position.

MOTION: Peterson moved, Pederson second to approve the PADCO gambling fund donation. Motion passed unanimously.

Proposed Trail Contract Wording

Tom Canan presented the proposed wording for the Trail Contract. Administrator Robertson will share the information with the City of Elgin and Wabasha County.

Review and Discuss Survey Results

Administrator Robertson presented a summary of the Household Surveys that were returned to city hall. He asked the council to read them over and share the information with the public. Informational sheets will also be posted at several areas in the city. Councilperson Pederson asked about putting a wall around the Public Works/Compost Area. Fred Heaser commented on what would have to be done and the cost. Public Works Director Michael Burgdorf reminded the council that the road to the Trinity Free Church must remain open.
NEW BUSINESS

Darold Heddleston asked if Lakeside was going to cut their water consumption.

Councilmen Sawyer asked about manhole covers on the new streets. Michael Burgdorf said that they have not been inspected by the utility project yet.

Councilmen Sawyer asked why it had take the city ambulance respond to an accident on Saturday, September 8, 2007 after the Fire Department, adding that he counted four minutes on his watch. Administrator Robertson is to find out more information about the response times and report back to the Council.

Council Meeting closed at 8:40p.m.

Council meeting was closed at 8:40 p.m. for a personnel evaluation. Meeting was re-opened at 9:10 p.m.

COUNCIL COMMENT

Councilmember Peterson summarized that Administrator Robertson’s contract would be renewed with a full step pay increase and suggested reviewing job evaluations procedures. Councilmember Sawyer presented Library information. Councilmember Pederson talked about the tree trimming that will be done by Alliant Energy. All of the council agreed that the job evaluation process needs to be re-evaluated.

Additional Packet Items for Information Only

Letter from Senator Ann Lynch
Southern MN Initiative Foundation Info
Alliant Energy-Tree Trimming Info
Hazardous Water Collection Info
Haley Warehouse Article
City Corner Article
Truth and Taxation Info
Letter to Plainview Milk Products
FEMA Info

ADJOURNMENT

MOTION: Eversman moved, Sawyer second to adjourn the meeting. Motion passed unanimously.

Meeting adjourned at 9:17p.m.

_____________________________________   ______________________________________
Neil D. Weaver, Mayor                  Peg Tentis, Deputy Clerk
Regular meeting of Plainview City Council was called to order September 24, 2007 at 7:00 p.m. by Mayor Neil Weaver.


APPROVAL OF AGENDA
Administrator Robertson asked that an addition could be made to the agenda regarding ambulance business.

MOTION: Pederson moved, Peterson second to approve the agenda. Motion passed unanimously.

CONSENT AGENDA
Building Permits- 7
Other Licenses/Permits- American Legion Temporary Liquor Licenses 2007- 9/30,10/14,11/11,11/18,12/2,12/16.
Bills- $354,606.06
Departments- None.
Boards- None.
Resolutions- None.

MOTION: Peterson moved, Sawyer second to approve the consent agenda. Motion passed unanimously.

PRESENTATION OF COMMUNITY PETITIONS/GUESTS
No one had anything at this time.

Mayor Weaver asked anyone that wanted to address the council to keep it at three minutes.

UNFINISHED BUSINESS

Review and Discuss Survey Results.
Discussion was held regarding the survey results. The street conditions were discussed. Tim Hrsuk stated that the streets were in good condition in the new subdivisions. He suggested not stretching it out for too many years. Mike Burgdorf stated that $55,000 was always set aside in the budget for the streets every year. Mr. Hrsuk stated that if the city could do more at a time, the cost of oil, etc. is only going to increase in cost every year. The next item for discussion was what to do with the pool. Councilperson Sawyer asked what we were basing the cost of the pool on. Administrator Robertson stated that it was off of the 2001 study that was adjusted for the increase in construction costs. All council agreed that we needed to get a pool consultant to get some exact figures. Mr. Hrsuk to check into that. Councilperson Pederson stated that we need to move on this if we want it on the ballot, the state needs 60 days notice for a special election. Councilperson Eversman stated that there was going to be a meeting soon with PADCO and EDA regarding the pool. Administrator Robertson stated that there is a memo in the council packets that the meeting will be on Monday, October 15, at 7:00pm for a joint EDA/PADCO/City Council/Chamber meeting.
Proposed Language for Compost Site and Weeds.
The first reading of the proposed ordinances was this evening. Councilperson Sawyer asked about fines being associated with the ordinance. Administrator Robertson stated that it would be under a misdemeanor, the same as any offense to the city code. Mayor Weaver stated the ordinances would be read again at the next council meeting.

Lift Station/Sanitary Sewer Information.
Information was given to the council that Allied Adjusters choose not to pay for the claims regarding the lift station failure in August. Councilperson Peterson stated that he would like this appealed and that this is not acceptable. Councilperson Eversman agreed. Mayor Weaver stated that the city owns the lift station and the relay failed. The LMCIT should stand behind the policies. Discussion was held with Mr. Hrsuk about what other cities use and will get the council some information.

MOTION: Sawyer moved, Eversman second to appeal the LMCIT findings. Motion passed unanimously.

Water Disconnection.
Mayor Weaver asked if anyone in the audience was here to discuss their water bill. No one was here to discuss his or her bill.

MOTION: Pederson moved, Sawyer seconded to go ahead with the disconnections on Wednesday, September 26th. Motion passed unanimously.

Delinquent Renters.
MOTION: Sawyer moved, Eversman seconded to go after the property owners for these delinquent renter water bills. Motion passed unanimously.

TIF Decertification.
As per state statute the HDI (Benedictine) TIF District 1-4 will expire on December 31, 2007. Councilperson Pederson wanted to know which parcel was this. Administrator Robertson stated that he would find out and get back to him after the meeting.

MOTION: Peterson moved, Sawyer seconded to approve the decertification for TIF District 1-4. Motion passed unanimously.

NEW BUSINESS

AMBULANCE
Administrator Robertson asked that Chad Jensen and Greg Neumann from the ambulance speak to the council. The ambulance needs to get certification from the state and that will include a site inspection for the part-time ALS license and we will need more equipment. Councilperson Peterson asked how much money was this going to be. The ambulance was going to get a list together so everyone would have more of an idea of the cost.

SEMCAC
Jim Krusmark, Semcac Site Council President, spoke to the council regarding a donation from the city to help pay for some of the costs associated with Semcac. He spoke of all the activities that they do and the meals. Councilperson Pederson stated that he thought having the elderly group get together was a social investment for the town, makes it more appealing. He also stated that we have rapid aging in our community and we should be looking out for our retirees. Councilperson Eversman was concerned about the Community Youth Center not utilizing their budget.

MOTION: Pederson moved, Peterson seconded to approve a donation of $1000.00 to Semcac from the 2008 budget. Motion passed unanimously.
Mr. Krusmark also brought up about having a parking spot available for individuals to pick up meals for delivery. Currently there is no place to park. Discussion was held and at this time the city will not put a time constraint on public parking spots at the Community Youth Center.

MIGRANT COUNCIL
The Migrant Council would like a donation from the city for $1000.00. It would be a one time match because the EDA will be giving them $1000.00. The ambulance personnel stated that someone from the Migrant council rides along with us because a lot of people cannot speak English. Councilperson Pederson stated that it is a valuable service to the community.

MOTION: Pederson moved, Peterson seconded to approve the one time donation of $1000.00 to match the funds from EDA. Voting for Pederson, Peterson, Eversman, Weaver. Abstained: Sawyer. Motion passes.

COUNTY FAIR
Discussion was held regarding the request for a donation for the 2008 Wabasha County Fair. As of now, there will be no donation.

OLD FASHIONED CHRISTMAS
Discussion was held about the $1000.00 donation request for Old Fashioned Christmas. After some discussion, council will not commit to any funds until after the 2008 budget is completed, but there was some money already allocated in the 2007 budget.

CITY ATTORNEY
Contract for City Attorney was reviewed by council. The fees went up $50.00 per month from the last contract.

MOTION: Peterson moved, Pederson seconded to approve the contract for the city attorney. Motion passed unanimously.

MUSIC AT LIQUOR STORE
Contract for Boogie Junction was reviewed by council. Administrator Robertson stated that the city attorney recommended that there is liability insurance coverage.

MOTION: Peterson moved, Sawyer seconded to approve the contract with Boogie Junction for Corn on the Cob 2008. Motion passed unanimously.

RURAL FIRE CONTRACTS
Rural Fire Contract was reviewed. Administrator Robertson and Fire Chief Rich Klees went through the contract.

JOINT MEETING
Administrator Robertson stated that the City/EDA/PADCO/Chamber meeting will be held on Monday, October 15, 2007 here and is open to the public.

2008 BUDGET
2008 Budget discussion was held. Administrator Robertson stated that at the last meeting the council had agreed to an operating budget of an increase of 2% with a 1.5% COLA. Discussion was held regarding the public works building-area, bunkers and salt storage. Council and staff will meet Saturday, October 20th at 8:00 am. to discuss the budget.
Administrator Robertson stated that he would like for Nancy Richardson to stay around for a little longer because she is trying to finish up a couple of projects, including the cemetery. Council agreed to have her finish those projects.

COUNCIL COMMENT
Councilperson Eversman asked about following up on some of the other properties in town that were not in compliance. Staff to look into it.

Councilperson Sawyer asked if the construction punch list for Orchard Hills 5th West was up to date. Staff stated no not everything was completed.

MOTION: Sawyer moved, Peterson seconded not to allow anymore building permits for this until everything on the punch list is completed. Motion passed unanimously. Administrator Robertson stated that a second permit had been issued last week.

Councilperson Pederson spoke about the PEM Community Town Meeting Initiative. The community of Plainview, Elgin and Millville has been awarded a $15,000.00 grant from the Southern Minnesota Initiative Foundation. He spoke of the upcoming meetings on Saturday, October 27, and on Saturday, November 17 at the Plainview Community & Youth Center from 9:30 – 11:30 am. These meetings are to address the issue on the aging population, and the delivery of services for them. The PEM area would like to address these challenges now and take positive steps to make our community senior friendly and livable for all ages.

Administrator Robertson wanted to say thank you to Lee Peterson and Neil Weaver for helping at the fall clean up. Had a lot of people show up. Only one person was from out of town.

Additional Packet Items for Information Only
Letter from Allied Adjusters-regarding claims for lift-station failure
American Legion 2007 Temporary Liquor Licenses
2007 Survey results &comments
SEMCAC support request
Wabasha County Fair support request
Notice regarding Monday, October 15th meeting with EDA/PADCO/City Council/Chamber at 7pm
Additional Budget costs
Letter from WHKS & Co.-regarding Orchard Hills 5th West-manhole
Construction Punch list for Orchard Hills 5th West
LMC training for Managing Public Conflicts
PEM Community Town Meeting Initiative-meeting dates & objectives
Fire Dept. grant rejection letter
County Auditor-list of assessments to real estate taxes
Newspaper clipping about Stewartville pool
Letters and pictures to individuals regarding City Code Section 311: Weeds & Grass

ADJOURNMENT

MOTION: Pederson moved, Sawyer second to adjourn the meeting. Motion passed unanimously.

Meeting adjourned at 8:47p.m.

_____________________________________   ______________________________________
Neil D. Weaver, Mayor    Renee Mierau, Finance Director/City Clerk
Regular meeting of Plainview City Council was called to order October 8, 2007 at 7:00 p.m. by Mayor Neil Weaver.

Council Absent – Lee Peterson
City Administrator – Steven Robertson
Finance Director/City Clerk – Renee Mierau
Attorney – Tom Canan
Visitors: Chad Jensen, Michael Burgdorf, Fred Heaser, Steve Donovan, Tim Schneider

APPROVAL OF AGENDA

Administrator Robertson stated that two items were mistakenly not in the minutes from the last meeting. Council had approved the Rural Fire Contract for 2008-2009, and the hiring of Christopher McGuire for the Ambulance.

MOTION: Pederson moved, Eversman second to approve the agenda and revised minutes. Motion passed unanimously.

CONSENT AGENDA

Minutes- September 24, 2007
Building Permits- 11
Other Licenses/Permits-
Bills- $355,502.97
Departments- None.
Boards- None.
Resolutions- None.

MOTION: Pederson moved, Sawyer second to approve the consent agenda. Motion passed unanimously.

PRESENTATION OF COMMUNITY PETITIONS/GUESTS
No one had anything at this time.

UNFINISHED BUSINESS

Proposed Language for Compost Site
Administrator Robertson stated that the second reading needs to be completed for the compost Site and Weeds. The second reading of Ordinance number 07-06 enacting section 314.1 and 314.2 was read. Mayor Weaver asked if there were any citizen comments. There were no comments.

MOTION: Sawyer moved, Pederson seconded to approve Ordinance number 07-06. Motion passed unanimously.

Proposed Language for Control and Removal of Weeds
Administrator Robertson stated that the second reading needs to be completed for the Amending and Reenacting section 311.2 concerning the control and removal of weeds. He stated that there had been some concern about weeds being cut in agriculture areas. The second reading of Ordinance number 07-05 amending and reenacting section 311.2 was read. Mayor Weaver asked if there were any citizen comments. There were no comments.

MOTION: Sawyer moved, Pederson seconded to approve Ordinance number 07-05. Motion passed unanimously.
Semi-Trailer Parking
Administrator Robertson stated that this section was missing in the Ordinance that council had approved in 2005. No person shall allow a semi-trailer by itself (without the tractor) to stand or be parked for any length of time on any street, in the City, except in an emergency or in order to change tractors. This practice, known as “dollying down” is prohibited due to the potential damage to road surfaces.

MOTION: Sawyer moved, seconded by Eversman to approve Ordinance number 07-07. Motion passed unanimously.

NEW BUSINESS

Employee Resignation
Mayor Weaver read a resignation letter from Public Works employee, Ken Chevalier, with an effective date of October 19, 2007. Administrator Robertson stated that there will be a luncheon on Wednesday, October 17 at noon for Ken. Ken has worked for the City for many years (Dec 1979 to Oct 2007).

MOTION: Sawyer moved, seconded by Eversman to accept Mr. Chevalier’s resignation. Motion passed unanimously.

Contracts

Cleaning contract-Library
Administrator Robertson stated the Council needs to review a cleaning contract from Tom’s Lawn and Cleaning Service. The library board had recommended approval. They have liability and workman’s comp insurance on file. Have been cleaning the library for 3-4 years. Councilperson Pederson asked if it would be advantageous for the city to have one cleaning service that can do all of the places that need to be cleaned. Administrator Robertson said that it is a good idea but is difficult due to the cleaning schedules. Every place has certain set days, the liquor store gets cleaned daily, three times a week for the library, two times a week at city hall.

MOTION: Sawyer moved, seconded by Pederson to approve Tom’s Lawn and Cleaning Service contract for the library. Motion passed unanimously.

Ambulance Mutual Aid-Eyota
Administrator Robertson stated the council needs to review the ambulance mutual aid contract with Eyota Volunteer Ambulance Service. The city attorney stated that he and Greg had reviewed the contract and it was the same contract as Elgin, it was just revised. Councilperson Sawyer asked if the ambulance could handle another city. Administrator Robertson stated yes. Administrator Robertson stated that Greg would also like the contracts with Elgin, Lake City and Wabasha renewed. After some discussion, unless something changes, do not need to renew these three. Someone needs to get Greg a copy of the contracts with these cities.

MOTION: Pederson moved, seconded by Eversman to the Mutual Aid Agreement with the Eyota Volunteer Ambulance Service. Motion passed unanimously.

Lot Split Application
Tim Schneider asked the council to review his application for a lot split.

MOTION: Sawyer moved, seconded by Pederson to approve the application for the lot split as drawn and that in the filing of this with Wabasha County that it is stated that it the garage must be used in a fashion that is consistent with R-1 zoning district. Motion passed unanimously.

Snow Blowing Quotes
Administrator Robertson stated to council that the quotes were opened last Thursday for snow plowing. Public Works Director Mike Burgdorf went over the quotes with council.

MOTION: Sawyer moved, seconded by Pederson to accept the quote for snow blowing to Plainview Agri-Power and trucking/hauling and snow plowing to Bennett & Sons. Motion passed unanimously.

Resolution To Plow Hwy 247
Mike Burgdorf stated that council needs to pass a resolution for the plowing of Hwy 247 for the State of Minnesota from the intersection of Highway 247 & 42 to 7th St. SW. Bid price for the upcoming snow season of 2007-2008 will be $110.00 per hour.

MOTION: Pederson moved, seconded by Sawyer to accept the resolution for plowing Highway 247 for the 2007-2008 seasons. Motion passed unanimously.

Public Works Part-Time Employee
Mike Burgdorf stated that due to an injury of an employee, he is requesting hiring a part-time employee to get through the winter.

MOTION: Sawyer moved, seconded by Pederson to approve the hiring of a part-time employee for the public works department until current employee able to come back to do the duties that his job requires or until April 15, 2008. Motion passed unanimously.

Appoint City Clerk as Official Signator
Administrator Robertson stated that the city clerk, Renee Mierau, needs approval from council to be one of the official signators along with the Mayor.

MOTION: Pederson moved, seconded by Sawyer to approval of Finance Director/City Clerk, Renee Mierau, as an official signator for the City of Plainview. Motion passed unanimously.

COUNCIL COMMENTS
Administrator Robertson wanted to remind the council of the joint meeting on the 15th of October with EDA and PADCO and the Chamber of Commerce. On October 20th at 8:00 a.m. a continuation of the budget meeting. He stated that the regular scheduled council meeting for November 12th falls on Veteran’s Day and asked council if and when they would like to reschedule. After some discussion, the meeting will be held on November 13th at noon to approve the payables.

Councilperson Sawyer asked if the budget meeting on the 20th would be open to the public. Yes it is.

Mayor Weaver commented that he would like to suggest a suggestion box around the businesses for suggestions from the public. Councilperson Pederson thought that it was a good idea and Councilperson Eversman said to bring it up at the joint meeting on the 15th.

Additional Packet Items for Information Only
Weed and grass letters-Kyle Pepin, Bridget & Josie Mancilman
Continual sediment washout letter-Paul & Heather Eidenschink
Newspaper article Spring Grove pool
WHKS & Co. letter regarding Pay Estimate No. 7
Library Board Minutes from September 11, 2007
MN Dept. of Health Water Supply Emergency Response Tabletop Program

ADJOURNMENT

MOTION: Sawyer moved, Pederson seconded to adjourn the meeting. Motion passed unanimously.
Meeting adjourned at 7:41p.m.

_____________________________________   ______________________________________
Neil D. Weaver, Mayor                        Renee Mierau, Finance Director/City Clerk
Special meeting of Plainview City Council and EDA, PADCO, and Chamber of Commerce was called to order October 15, 2007 at 6:30pm by Mayor Neil Weaver.

Council Present – Neil Weaver, Cindy Eversman, Jim Pederson, Richard Sawyer and Lee Peterson
Council Absent – None
City Administrator – Steven Robertson
Finance Director/City Clerk- Renee Mierau
Attorney – Absent
Visitors: Joel Eggenberger, Richard Zabel, Michael Burgdorf, Dean Harrington, Jim Haug, Kathie Roussopoulos, Augie Schleicher, Robert and Jonette Pierce, Femin Lanning, Vic Chang, Rob Ebin, John Conns, Jeff Frye, Ted Zabel

WELCOME BY NEIL WEAVER AND ROB EBIN

Mayor Weaver and Rob Ebin, chairperson of the Economic Development Authority, welcomed all in attendance and stated that would like to have some good discussion regarding the topics listed on the agenda.

GENERAL DISCUSSION TOPICS

Plainview Municipal Pool
Discussion was held whether to replace, fix, or do nothing to the pool. Public Works Director Mike Burgdorf was asked a lot of questions regarding the costs to operate the pool, number of attendees, liabilities and infrastructure, and the cost to build a new pool. After some more discussion, it was decided to look at other area pools and get some better ideas on costs. It was noted that the city would need to have a referendum with a lot of debt.

Economic Development Coordinator Position
Administrator Robertson stated that the position of the EDA coordinator ended about one month ago. We still have money lined up in the budget for next year and the way it has been set up has been a shared cost. Question is whether or not to fill the position or not. After some discussion, if the position would be filled, the businesses in town would also like to get some help along with trying to bring new businesses to the town. Richard Zabel stated that PADCO doesn’t have enough gambling money to continue to pay for this position.

Ways to Improve Communication Among Community Organizations, Government, and Citizens
Ken Zabel stated that now the Chamber of Commerce is active again and they are in the process of trying to get people in town to join. The Chamber will be putting out a newsletter for people that are members and they plan to have a website also that will have information also. If people would prefer a hard copy instead, they can request it.

Public Works Garage/Site
Administrator Robertson stated that this question was also on the survey that was sent out. Mayor Weaver stated that this has been talked about for quite sometime about the possibility of moving the building and the compost/brush site. The question is where to move them, how much it will cost, etc. After some discussion, the census was the public works garage and compost/brush site should be relocated, if a good and affordable opportunity was available.

Other Topics of Interest
No one had any other topics to talk about at this time.

Time was then given for everyone in the room to state what they thought were the most important things to take care of and how they felt about the meeting. Attendees thought it was a good and productive meeting and would like to have one like this a couple times a year. Council members thanked everyone.
for their comments and input and for attending the meeting. Council members felt that it was a productive meeting.

ADJOURNMENT

MOTION: Peterson moved, Sawyer seconded to adjourn the meeting. Motion passed unanimously.

Meeting adjourned at 8:30 p.m.

_____________________________________   ______________________________________
Neil D. Weaver, Mayor                       Renee Mierau, Finance Director/City Clerk
Special budget meeting of Plainview City Council was called to order October 20, 2007 at 8:15 a.m. by Mayor Neil Weaver.

Council Present – Neil Weaver, Cindy Eversman, Jim Pederson, Richard Sawyer, Lee Peterson
Council Absent – none
City Administrator – Steven Robertson
Finance Director/City Clerk- Renee Mierau
Attorney – Absent
Visitors: Michael Burgdorf, Greg Neumann, Chad Jenson, Randy & Jorden Doughty

BUDGET DISCUSSION

COLA
Administrator Robertson stated that he had suggested the COLA increase of 1.5% at a council meeting several months ago along with the pay scale increases.

Health Insurance Costs
Police Chief Doughty asked about the health insurance increase. Why couldn’t the city look at paying out some money for employees who would opt to go on spouses insurance. The insurance is a benefit for employees and some of his department has expressed an interest that they would possibly take some money in lieu of the insurance. Finance Director/City Clerk Renee Mierau to send out a letter with paychecks inquiring about the interest that would be out there for this option. Public Works Director Mike Burgdorf also thought that his insurance was too high that was given to him at budget time. With one individual retiring and he thought that his replacement should not have as high of premiums. Finance Director/City Clerk to find out how accurate this number is for insurance premiums.

Administration
Administrator Robertson stated that the cost for the legal fees and audit are fees that cannot be changed.

Police
Chief Doughty stated the last year the police department was in the red last year $2000.00 from the price of fuel and having to transport because of the closing of the jail there will be another $2000.00 for the next year that will need to be put in the budget. The vehicle repairs will also need to increase. Chief Doughty also invited council to come and watch the training that the police officers participate in on the land that is leased.

Public Works
Director Burgdorf stated that fuel costs are expected to increase. He stated that last year he reduced his budget for trimming trees and sidewalks by around $9000.00 and is asking that it be put back in. He also needs some money for landscaping the detention ponds. For water and sewer under capital equipment, he will need to have the well serviced and the cost is around $25,000.00 and he would also like to see $50,000.00 put into the capital equipment fund for the next two years to line the sewers.

Fire Department
The fire department would like $2300.00 for extra training costs for the department. The townships would match this amount also.

Emergency Management
No changes.

Economic Development
The EDA would like to hire a full-time director. Administrator Robertson estimated that the additional cost might be in the area of $30,000. Administrator Robertson stated that PADCO would like to get out of paying a portion of the costs. EDA miscellaneous-council already approved these items.

**Library**
Councilperson Sawyer stated that if the library needs to choose something it really needs it would be the computers. Councilperson Eversman stated that the ones that are there are out dated. Would like to have the additional money for part-time staff for restocking the shelves.

**Ambulance**
Greg Neumann stated enclosed in the packets was a list of supplies needed for ALS. The cost would be about $10,000.00. To be ALS certified, need to go through the application process. There would be additional revenue with being ALS certified. Councilperson Pederson stated that being ALS certified, that would attract more EMT’s and would mean additional staff. Discussion then turned to purchasing a new ambulance. Councilperson Eversman asked about the size and wheel base of the different types of vehicles. Question was raised about moving the heart monitors to capital equipment.

**Liquor Store**
No changes.

**CONCLUSION**
Mayor Weaver stated that look at the total dollar amount requested and the amount that we levied. We need to widdle some off somewhere. Mayor Weaver asked when this needs to be finalized. Administrator Robertson stated that in December the final approved budget needs to be completed. City Clerk to check on insurance numbers and consult bond council for vehicles. Department heads to get some better quotes on vehicles first. Administrator Robertson stated that he would like the council to make some decisions today.

**UBF**

MOTION: Peterson moved, seconded by Pederson to approve the UBF except for 1 vehicle for the police department  Motion passed unanimously.

Fire department to get some better figures for the sprinkler system and the public works and ambulance to get some better figures for the vehicles.

**ADJOURNMENT**

MOTION: Peterson moved, Pederson seconded to adjourn the meeting. Motion passed unanimously.

Meeting adjourned at 10:00 a.m.

____________________________________  ______________________________________
Neil D. Weaver, Mayor    Renee Mierau, Finance Director/City Clerk
Regular meeting of Plainview City Council was called to order October 22, 2007 at 7:00 p.m. by Mayor Neil Weaver.

Council Present –Neil Weaver, Jim Pederson, Cindy Eversman, Richard Sawyer and Lee Peterson
Council Absent – none
City Administrator – Steven Robertson
Finance Director/City Clerk – Renee Mierau
Attorney – Absent
Visitors: Michael Burgdorf, Fred Heaser, Steve Donovan, Jay Donovan, Ralph & Susie Todd, Marty & Arlene Devries, Desi Foy, Tim Hruska, Greg Neumann, Tracy Gulbranson, Mike Hutchinson

APPROVAL OF AGENDA

Administrator Robertson stated that he would like to add the county snow plow agreement under E. and the extra bills be added.

MOTION: Sawyer moved, Eversman second to approve the amended agenda. Motion passed unanimously.

CONSENT AGENDA

Minutes- October 8, 2007
Building Permits- 9
Other Licenses/Permits- 1
Bills- $226,818.94
Departments- None.
Boards- None.
Resolutions- None.

MOTION: Pederson moved, Sawyer second to approve the consent agenda. Motion passed unanimously.

PRESENTATION OF COMMUNITY PETITIONS/GUESTS

Marty DeVries spoke to the council regarding the grade elevations of his property. Tim Hruska from WHKS Engineering firm, told the council that Mike Burgdorf, Administrator Robertson and himself went and took measurements and passed them along to CMS. Mr. DeVries approached the council with a map of his property and the storm sewer. Mayor Weaver asked Mr. DeVries if he spoke with Peter Meyer. Mr. DeVries stated several times. He stated that it is the building inspectors job to check and make sure the drainage is correct. Administrator Robertson suggested that Mayor Weaver, Peter Meyer and himself meet together and try to discuss this issue. Administrator Robertson told Mr. DeVries that he would keep him informed. Council prepared to go the next step if needed.

Steve Donovan asked the council what they have found out about the insurance with the lift station failure in August that caused the sewer back up in his home. Administrator Robertson stated that he had filed an appeal the next day after the council meeting when they received the denial and stated that it was unacceptable. Mr. Donovan stated that a realtor told him if he chose to sell his home he would have to disclose that this has happened twice and he wanted a guarantee that this would never happen again. Council asked Public Works Director Burgdorf about where we are at looking into a different system. Tim Hruska from WHKS stated that they are looking for quotes for new controls to make sure that things are running o.k. There would be a call system, that would be put in place where it would call everyone on a list until they got a hold of someone to alert them about a problem. It will not be cheap. Councilperson Pederson stated he would like to know if they have a timeline in place, he would like the council to proceed as soon as possible to get this done. Mr. Donovan also asked the council that if the insurance denies the appeal what is the city prepared to do for compensation to the homeowners that were affected by the lift station failure. He also stated that he fears after the discloser he has a fear of being stuck with
the house and if he can not use the basement then the house will be too small for his family. Administrator Robertson to keep affected families informed about this issue.

Ralph Todd also asked about what the city plans on doing for the residents that were affected by the storm in August. He asked about the back water valves and what are the advantages and disadvantages to having them. Mr. Hruska explained that it is a matter of inches and he stated that the ones in the house are better. Administrator Robertson stated that he is working with the City of Rochester for the policy that they are putting into place. Mayor Weaver asked that the council be kept informed with this.

**UNFINISHED BUSINESS**

None at this time.

**NEW BUSINESS**

**New Hire for Ambulance**
Greg Neumann stated that Lisa McCabe is coming back as a rehire for the ambulance.

MOTION: Sawyer moved, seconded by Pederson to approve re hire of Lisa McCabe. Motion passed unanimously.

**Revision to Elgin Ambulance Contract**
Greg Neumann stated that the Elgin Ambulance would like to extend the contract hours from 10:00 am – 6:00 pm to 6:00 am – 6:00 pm. Discussion was held about a possible stipend if we go and do not transport. Councilperson Sawyer said that if we only go approximately 7 times a year, maybe we shouldn’t ask for a stipend. Councilperson Peterson stated that we have department heads that are talking about the extra fuel costs and if they are willing to give us a stipend then we should consider taking it.

MOTION: Sawyer moved, seconded by Peterson to approve the extra hours from 6:00 am to 600 pm with the Elgin Ambulance Service. Motion passed unanimously.

**Review and Discuss Results of October 15 Multi-Board Meeting**
Councilperson Sawyer stated that he is looking for direction from the businesses. Councilperson Peterson stated that he thought more businesses would have been present at the meeting. Administrator Robertson stated that everyone that was a chamber member was mailed a personal letter regarding the meeting and approximately sixty letters were mailed.

**Review and Discuss any Unfinished Items from October 20 Special Meeting**
Councilperson Sawyer stated that he was wondering why the police fines/fees couldn’t go into the police department fund to go towards vehicles instead of the fines/fees going into the general fund. Finance Director/City Clerk to find out from auditors about this.

**Wabasha County and City of Plainview Maintenance Agreement**
Discussion was held about the dollar amount with this agreement. Public Works Superintendent Burgdorf thought that there wasn’t an increase. He stated that he has not seen all the contracts in the past so he wasn’t sure. Fred Heaser stated that all contracts should have fuel escalation costs included in them and that should be asked for. Mike Burgdorf to ask county for fuel increase.

**COUNCIL COMMENT**
Finance Director/City Clerk stated that the American Legion would like a dance permit for Saturday, October 27, 2007 open to the public.

MOTION: Pederson moved, seconded by Sawyer to approve the dance permit for the American Legion for Saturday, October 27, 2007. Motion passed unanimously.
Councilperson Sawyer asked about the large garages being constructed in town. Were the specs being followed? Administrator Robertson stated that the specs had changed in August and were reduced, but he would double-check the setbacks.

Councilperson Pederson said he would like to bring up the topic of the pay scale and range again and would like to add a step for those that are at the top of the pay scale. He would like this on the agenda for the next council meeting and to give council sometime to think about it. It was suggested that Councilperson Pederson meet with the pay scale committee.

**Additional Packet Items for Information Only**
- Agreement between City of Elgin & City of Plainview Ambulance Service from June 25, 2007
- Letter from David Kohs of Elgin Ambulance Service requesting longer hours
- Letter from LeAnn Haack (Shirley Hampel) regarding lift station failure.
- Newspaper article regarding Byron land development
- Newspaper article about Elgin Fire Dept. Fire truck
- Memo from State Auditor office regarding Employee recognition programs and events
- Thank you letter from Semcac Site Council Board and PACY Board of Directors
- Letter from Judith Ramaley regarding meeting to develop an integrated strategy that will help to define our region
- Letter to Vivian Zarling regarding lot split application
- Weed and grass letters-Carol Isaacson

**ADJOURNMENT**

MOTION: Peterson moved, Pederson seconded to adjourn the meeting. Motion passed unanimously.

Meeting adjourned at 8:15 p.m.

________________________________________  ______________________________________
Neil D. Weaver, Mayor                  Renee Mierau, Finance Director/City Clerk
Regular meeting of Plainview City Council was called to order November 13, 2007 at 12:00 p.m. by Mayor Neil Weaver.

Council Present – Neil Weaver, Jim Pederson and Richard Sawyer
Council Absent – Cindy Eversman, Lee Peterson
City Administrator – Absent
Finance Director/City Clerk – Renee Mierau
Attorney – Absent
Visitors: Michael Burgdorf, Marty & Arlene Devries, Desi Foy, Randy Doughty and Bill Arendt

APPROVAL OF AGENDA

Mayor Weaver asked for approval of the consent agenda with additions being, hiring a part-time liquor store employee, letter regarding blighted property from city attorney, to discuss benefits for an employee, and approving a gambling check from the Plainview Fire Department Relief Association. Rural American Arts is looking for a temporary liquor license for wine and 3.2 beer for November 29, 2007. The theater is also looking for temporary liquor licenses for the first four Saturdays in December for 3.2 beer and wine.

MOTION: Pederson moved, Sawyer seconded to approve the amended agenda. Motion passed unanimously.

CONSENT AGENDA

Minutes- October 15, October 20, and October 22, 2007
Building Permits- 8
Other Licenses/Permits-
Bills- $463,263.88
Departments- None.
Boards- None.
Resolutions- None.

MOTION: Pederson moved, Sawyer second to approve the consent agenda. Motion passed unanimously.

PRESENTATION OF COMMUNITY PETITIONS/GUESTS

Marty DeVries spoke to the council regarding the grade elevations of his property. He was wondering if anything has happened yet, after what was discussed at the last meeting. Councilperson Pederson stated that some research is being done and Mayor Weaver stated that there has been repeated phone calls to Mr. Meyer, but have not heard back from him. Mayor Weaver stated that he will continue to call him. Mr. DeVries told the council that he appreciates that.

UNFINISHED BUSINESS
None at this time.

NEW BUSINESS

Liquor Store New Hire
Mayor Weaver stated that Don Hall the Liquor Store Manager would like to hire Steve Culbertson as a part-time bartender at $7.84 per hour.

MOTION: Sawyer moved, seconded by Pederson to hire Steve Culbertson with passage of drug and background check. Motion passed unanimously.
Blighted Property
Mayor Weaver asked the council if they all received the letter from the city attorney regarding the blighted property. They stated they had. Mayor Weaver stated that this issue would be discussed at the next council meeting with full council and the city attorney present.

Temporary Liquor Licenses
Rural American Arts is requesting a temporary liquor license for wine and 3.2 beer for November 29, 2007.

MOTION: Sawyer moved, seconded by Pederson to approve the wine and beer license for Rural American Arts. Motion passed unanimously.

The theater is requesting temporary liquor licenses for wine and 3.2 beer for the first four Saturdays in December.

MOTION: Sawyer moved, seconded by Pederson to approve the temporary liquor licenses for the Saturdays in December. Motion passed unanimously.

Fire Relief Donation
The Plainview Fire Relief Association donated $4500.00 for the Fire Department.

MOTION: Pederson moved, seconded by Sawyer to accept the donation. Motion passed unanimously.

Lakeside Foods
Bill Arendt requested a temporary flow increase at 50,000 gallons per day from the middle of November until the end of January. Mr. Arendt also stated that he has been speaking with engineers and the water situation looks good. Looking at using their water for the months of June – September, which could mean not needing an additional water tower.

MOTION: Pederson moved, seconded by Sawyer to approve the temporary flow increase of 50,000 gallons per day from now until the end of January 2008. Motion passed unanimously.

Employee paid time off
Public works Director Burgdorf stated that he has an employee who has run out of sick leave and vacation time and is still unable to return to work. Mayor Weaver stated that in the past, we have assisted employees with extended time and pay. Police Chief Doughty stated that in the past the persons had been out for three or four weeks at a time. Councilperson Sawyer stated that we should set some type of limits on the length of time, and change our policy to reflect this. Councilperson Pederson asked if this employee was hurt on the job, and if so, should be covered by workers compensation. Director Burgdorf said the employee was not hurt on the job. Councilperson Pederson stated that he had never heard of an employee being paid when out of sick leave and vacation. Mayor Weaver stated that we have set a precedent and we should have the whole council here to make this type of decision. Councilperson Pederson said that he would like to know what are the conditions and what is being proposed at this time. This will be discussed at the November 26th meeting.

Wabasha County and City of Plainview Maintenance Agreement
Public Works Director Burgdorf stated that he had spoke with the county and they are giving us more than what it would cost them to do it. He stated that he e-mailed Administrator Robertson what the ramifications would be if we do not do it.

COUNCIL COMMENTS
Councilperson Pederson asked about why there hasn’t been a meeting about the pay scale issue yet. Police Chief Doughty stated that members of the committee have been on vacation at various times but will be meeting soon and Councilperson Pederson will be informed of the date of the meeting.
Additional Packet Items for Information Only
Spreadsheet from Rick Turri regarding extra flow
Notice regarding term expiration for District Board Members Dave Vail and LaVerne Boyd
MN Wetland Conservation Act Certificate of Satisfactory Restoration/Replacement for W L Orchard Hills Subdivision
City of Rochester Sewer Back Up Policy
Thank you letter from Somceac Site Council Board and PACY Board of Directors
Copy of lot split application for Vivian Zarling
Plainview Area Chamber of Commerce October Newsletter

ADJOURNMENT

MOTION: Pederson moved, Sawyer seconded to adjourn the meeting. Motion passed unanimously.

Meeting adjourned at 12:15 p.m.

______________________________   ________________________________
Neil D. Weaver, Mayor    Renee Mierau, Finance Director/City Clerk
Regular meeting of Plainview City Council was called to order November 26, 2007 at 7:00 p.m. by Mayor Neil Weaver.

Council Present –Neil Weaver, Jim Pederson, Cindy Eversman, Lee Peterson and Richard Sawyer
Council Absent – none
City Administrator – Steven Robertson
Finance Director/City Clerk – Renee Mierau
Attorney – Tom Canan
Visitors: Michael Burgdorf, Desi Foy, Linda & Dan Schmitz, Fred Heaser, Mary Olson, and Roberta Kurth

APPROVAL OF AGENDA

Administrator Robertson asked to add a few items to the agenda under new business. New hire for the Ambulance and to review the engagement letter for 2007 audit from Abdo, Eick & Meyers, LLP. Mayor Weaver asked for approval of the consent agenda with additions.

MOTION: Peterson moved, seconded by Pederson to approve the agenda with the additions. Motion passed unanimously.

CONSENT AGENDA

Minutes- November 13, 2007
Building Permits- 3
Other Licenses/Permits- 1
Bills- $102,297.60
Departments- None.
Boards- None.
Resolutions- None.

MOTION: Pederson moved, Eversman second to approve the consent agenda. Motion passed unanimously.

PUBLIC HEARING

Administrator Robertson explained to the council of the variance request to build closer to the lot line than allowed in a C-2 Commercial District. He stated that the applicant was here if anyone had any questions. Councilperson Pederson updated the council about the public hearing that was on November 19, regarding this. The planning commission recommended approval of this variance to the council. Councilperson Pederson stated that there are other buildings that are the same distance from the highway. Councilperson Eversman asked if the addition would interfere with parking. Applicant stated no, actually gained three more parking spots.

MOTION: Pederson moved, Sawyer second to approve the variance at 629 North Wabasha. Motion passed unanimously.

PRESENTATION OF COMMUNITY PETITIONS/GUESTS
No one had anything at this time.

UNFINISHED BUSINESS

Water Shut offs
Council discussed the number of shut off letters that had been sent out. No one had attended the meeting to discuss his or her bill.
MOTION: Sawyer moved, seconded by Peterson to approve the water shut off for unpaid bills. Motion passed unanimously.

Library Wall Repair
Council discussed the bid from Kreofsky Building Systems for repair of the east wall at the library. Administrator Robertson stated that Librarian Roussopoulos was concerned about the money coming out of the library budget for this repair. He stated that the city had applied to FEMA but have not heard anything yet. Councilperson Sawyer stated that the wall still needs to be fixed. Administrator Robertson also stated that there was a consent form regarding the Indoor Air Quality Investigation Services.

MOTION: Sawyer moved, Peterson second to approve the bid from Kreofsky Building Systems to repair the east wall at the library. Motion passed unanimously.

Sanitary Sewer Check Valves (Review Rochester’s Policy)
Administrator Robertson stated that he had been in contact with Rochester and the council has a copy of their policy. There are three different types of valves; the check valve is the most common. Discussion was held about the city and residents and a possible cost share. Councilperson Peterson stated that he would like to know the cost of the check valves, and would like to know how many residents would be interested. Administrator Robertson to put an article in the Plainview News and residents are to contact the city if they would be interested and Administrator Robertson to share the findings at the next council meeting. He will also mail a copy of the article to the residents who had sewer back up problems from August.

NEW BUSINESS

Great River Ridge Trail Trailhead Deed
Roberta Kurth spoke to the council regarding the trailhead deed. After some discussion and research, the legal description is correct. City Attorney Canan to amend the agreement and approval is scheduled for the next council meeting.

Renew Liquor License for Kim’s Saloon & Grill
City Clerk stated that Kim’s Saloon & Grill have asked the city to renew the liquor license. Discussion was held regarding if all establishments that sell food and alcohol have to turn in financial statements. City Clerk to check into this.

MOTION: Peterson moved, Pederson second to approve the renewal of the liquor license for Kim’s Saloon & Grill. Motion passed unanimously.

County Snow Plow Contract
Reviewed the Maintenance Agreement between the County of Wabasha and the City of Plainview, for snow plowing, sanding, ice and snow removal and sweeping and removal of debris for a total annual disbursement of $3,534.25.

MOTION: Peterson moved, Pederson second to approve the maintenance agreement with the County of Plainview. Motion passed unanimously.

Blighted Property Enforcement
Mayor Weaver asked city attorney about what options the city has regarding blighted property. There are two options. One is having the police department issue a criminal citation under section 605.3 and 605.9 of the code for his failure to comply. The other option would be for the city to pursue a hazardous building proceeding as noted in section 605.5 pursuant to chapter 463 of the Minnesota statues. The owner of the property, Delmer Liebenow, had been before council and asked for some extra time to get
the work completed. Council had granted his request and Mr. Liebenow had until October 31, 2007 to comply. As of this date, nothing has been done.

MOTION: Sawyer moved, Pederson seconded to proceed with the criminal citation under section 605.3 and 605.9 of the city code. Motion passed unanimously.

Ambulance New Hire
Administrator Robertson stated that Greg Neumann recommended the re-hire of Marissa Hesby, who was a past EMT crewmember for the city.

MOTION: Peterson moved, seconded by Sawyer to hire Marissa Hesby with passage of drug and background check. Motion passed unanimously.

Engagement letter from Abdo, Eick & Meyers LLP
Council would like city attorney Canan to look over the engagement letter table it until the next meeting.

MOTION: Peterson moved, seconded by Pederson to table until the next meeting. Motion passed unanimously.

COUNCIL COMMENTS
Administrator Robertson stated that dicussion was needed regarding city employee on paid leave. Last meeting it was discussed and no decision had been made. This employee has exhausted all of his vacation, sick leave and donated sick leave. He stated that in the council packet is some information regarding what two other employees have received in the past. Councilperson Sawyer stated that we do not have a procedure in place. Council asked about the employee being on FMLA. No not as of yet. Administrator Robertson stated that the last time we had two employees on administrative leave, he had contacted other cities and no one had a policy in place.

City Attorney Canan stated that he has moved his office and the phone and fax numbers are still the same, but his e-mail is different.

Councilperson Eversman asked about the blighted property next to the Senior High Rise on 8th St., if anything is being done about that. She stated that the property is in worse shape than the one we had talked about earlier in the evening.

Councilperson Sawyer stated that he had been in contact with some other cities and they do not recommend the smaller ambulance. He also asked if city clerk had any information regarding a separate account for the police department fines and fees to go into for the purchase of vehicles for the police department. City clerk had no information at this time.

Councilperson Pederson stated that he did not like the wording from Councilperson Sawyer to use the money for vehicles. He would like to see a separate line item but feels if it is stated to be used for vehicles that it sends out the wrong impression to the citizens. He also stated that tomorrow at 1:00 pm at the community center there is a volunteer appreciation program and council members are invited to attend. He also has not heard anything regarding the payscale steps that he has talked about in the past. Administrator Robertson stated that he will be meeting with the department heads tomorrow morning and they will set up an appointment and let him know.

Public Works Director Burgdorf stated that he needs an answer regarding an employee with paid time off. He stated that council has set a precedence in the past by paying two other employees and this individual should not be any different. Bottom line is doctor states he is unable to come back to work and do his job.
MOTION: Peterson moved, Sawyer seconded to issue the employee a paid 80 hour check. Voting in favor: Weaver, Peterson, Sawyer and Eversman. Against: Pederson. Motion passed. More discussion to be held at the next meeting.

Additional Packet Items for Information Only
Information on paid administrative leave from the past
Variance information and photos and letter from MN/DOT regarding variance
Minutes from Public Hearing regarding variance
City of Rochester Sewer Back Up Policy
National Night out announcement
Memo for water disconnections
ABDO, EICK & MEYERS engagement letter for 2007 audit
Proposal for Library Wall repair from Kreofsky Building Systems
Copy of Wabasha County and City of Plainview Maintenance agreement for snow plowing, sanding, ice and snow removal.
Letter from Tom Canan regarding Delmer Liebenow property

ADJOURNMENT

MOTION: Peterson moved, Pederson seconded to adjourn the meeting. Motion passed unanimously.

Meeting adjourned at 8:25 p.m.

_____________________________________   ______________________________________
Neil D. Weaver, Mayor    Renee Mierau, Finance Director/City Clerk
The Plainview City Council special meeting was called to order December 10, 2007 at 6:00 p.m. for the 2008 Truth in taxation hearing by Mayor Neil Weaver.

Council Present-Neil Weaver, Jim Pederson, Cindy Eversman, Richard Sawyer
Council Absent – Lee Peterson
City Administrator – Steven Robertson
Finance Director/City Clerk – Renee Mierau
Visitors: Fred Heaser, Irma Curran, Michael Burgdorf, Camel Steneman, Richard Klees, Desi Foy, Erin Loftus,

APPROVAL OF AGENDA

MOTION: Pederson moved, seconded by Sawyer to approve the agenda. Motion passed unanimously.

2008 TRUTH IN TAXATION HEARING

Administrator Robertson shared with the council and audience some general information about the 2008 budget and how tax dollars will be spent. He handed out some information regarding past discussions about the budget and a copy of a table from the League of Minnesota with information about the 2007 tax base data, tax rates and aid and levy data. He stated that if you look at the table, surrounding cities are in the property tax range of 45-66%. Administrator Robertson stated that a big increase in the general fund was that the volunteer ambulance personnel received a raise from the council earlier in the year, which was an increase of about $50,000.

Mayor Weaver then asked the citizens if anyone had anything to say. A few of the residents asked about the assessed values of their homes, and Administrator Robertson told them to attend the meeting in the spring regarding those issues when the county assessor is present.

ADJOURNMENT

MOTION: Sawyer moved, Eversman seconded to adjourn the meeting. Motion passed unanimously.

2008 Truth in Taxation special meeting was adjourned at 6:12 p.m.
Regular meeting of Plainview City Council was called to order December 10, 2007 at 6:15 p.m. by Mayor Neil Weaver.

Council Present – Neil Weaver, Jim Pederson, Cindy Eversman, Richard Sawyer, Lee Peterson (7:00)
Council Absent – none
City Administrator – Steven Robertson
Finance Director/City Clerk – Renee Mierau
Attorney – Tom Canan
Visitors: Michael Burgdorf, Desi Foy, Fred Heaser, Richard Klees, Camel Steneman, Erin Loftus

APPROVAL OF AGENDA

Administrator Robertson asked to add a few items to the agenda under new business. Under new business would like to add two items for the fire department, a new fire chief and purchase of a rural pumper. Mayor Weaver asked for approval of the consent agenda with additions.

MOTION: Sawyer moved, seconded by Pederson to approve the agenda with the additions. Motion passed unanimously.

PRESENTATION OF COMMUNITY PETITIONS/GUESTS
None at this time.

UNFINISHED BUSINESS

Membership to Plainview Elgin Sanitary Sewer Board (Dec. 17th)
Administrator Robertson told the council that La Verne Boyd’s term is up and he would like to do another term. He stated that he would like for some of the council members to attend the meeting in Elgin at 7:00 p.m. Council members Pederson, Sawyer, and Eversman stated they could attend the meeting.

Information from LMCIT on Ideas for City Safety
Administrator Robertson told the council that he had met with Josh Fitch from the league. The city needs to implement some basic safety policies like an AWAIR manual, for all employees. Council member Pederson stated that would take a lot of time to put together. Council member Eversman stated that the library uses certain cleaning chemicals and the staff there should be trained also. Administrator Robertson shared some good news, the City’s Experience Modifier is .83, 1 is considered average. This number affects some of our insurance costs. We are paying 17% less in some insurance premiums because of our low history of Worker’s Compensation claims.

Approve Cigarette Licenses
Finance Director/City Clerk stated that on January 1, 2008, tobacco licenses would expire. The renewals would be for Plainview Municipal Liquor Store, Kim’s Saloon & Grill, Plainview American Legion, Lyon’s Oil Company, Lanning’s Food Center, and High Plains Convenience Store. At this time they have all paid the fees and turned in the paper work.

MOTION: Sawyer moved, seconded by Eversman to renew the tobacco licenses. Motion passed unanimously.

Auditor’s Engagement Letter
Administrator Robertson told the council that the increase would be about $5670.00 from last year due to new requirements from the State Auditors Office. Council member Sawyer stated that we do not have much of a choice.

MOTION: Sawyer moved, seconded by Pederson to approve the auditor’s engagement letter. Motion passed unanimously. Council member Eversman stated that next year we should put out bids.
NEW BUSINESS

Set Next City Council Meeting Date
Discussion was held when to have the next meeting due to the holiday.

MOTION: Pederson moved, Sawyer seconded to have the next meeting on Wednesday, December 26, 2007 at noon. Motion passed unanimously.

Employee Health Insurance Reimbursement
Discussion was held about offering a stipend in lieu of insurance for employees that could save the city some money. Administrator Robertson told the council that picking a dollar amount would be better than offering a percentage. Looking at the costs of the premiums, he felt $300.00 per month was a fair amount. Council member Pederson stated that this is a good idea to do this. Fred Heaser told the council that they were thinking to hard on this, that the $300.00 per month would still save the city some money. Administrator Robertson stated that our insurance is not that great, no dental, no vision, and no family coverage. Camel Steneman stated that she is amazed at what insurance costs and the cost not to have good coverage for her family. Council member Eversman stated that we should be looking at different companies to see what they offer.

MOTION: Pederson moved, seconded by Sawyer, along with Mayor Weaver to offer employees $300.00 per month in lieu of health insurance. Motion carries. Council member Eversman opposed stating that the stipend was too high.

Discuss Idea for Pay Scale Revision
Council member Pederson stated his concern for employees who have reached the end of the payscale and will not be receiving any merit raises, just cost of living increases. He explained his proposal that was on a sheet of paper and would like council to consider the proposals. Council member Eversman agreed with Council member Pederson stating that it is good to move the ranges once in a while. Council member Pederson stated he would like city staff to review his math and Mayor Weaver stated the pay scale committee should be kept informed.

2008 Fees
Administrator Robertson stated that the fees were the same that some of the language had changed.

MOTION: Pederson moved, seconded by Eversman to approve the 2008 fees. Motion passed unanimously.

CONSENT AGENDA

Minutes- November 26, 2007
Building Permits- 2
Other Licenses/Permits- 6
Bills- $233,870.91
Departments- None.
Boards- None.
Resolutions- None.

MOTION: Sawyer moved, Eversman seconded to approve the consent agenda. Motion passed unanimously.

Back to unfinished business
Sanitary Sewer Check valves
Administrator Robertson stated that he had put an article in the Plainview News newspaper and mailed out about twenty copies to residents. Two residents have asked for more information. Discussion was held regarding storm water and sewer. Council member Sawyer stated that storm water is not the city’s problem. He stated our sewer lines need to be fixed. The property owner is responsible for the connection from their house to the city main. Administrator Robertson stated that he had been in contact with the LMC Insurance adjuster, Tim Trurri, and a couple of residents did settle for a cash settlement. Council member Pederson stated that the city’s mechanics had failed and caused the problem. Discussion was held about having residents sign waivers in regard to installation of sewer check valves. Ultimately, it would be the homeowner’s decision to install them or not.

Back to New business

Grant for Fire Department
Fire Chief Rich Klees stated that the fire department received a grant from the DNR. It is a matching grant for $700.00, and he would like approval from the council to accept the grant. Plans are to purchase the equipment that was listed on the grant application.

MOTION: Sawyer moved, seconded by Peterson to accept the matching grant of $700.00 from the DNR. Motion passed unanimously. Administrator Robertson stated he would like to say thank you to the fire department, ambulance, and public works for all the work to apply for numerous grants. Council also said thank you.

New Fire Chief
Fire Chief Rich Klees stated that at the fire department meeting that in 2008 the new fire chief would be Ed Jacobs. He currently was an assistant chief. Fire Chief Klees also stated that the Assistant Chiefs would be Randy Eversman, Mike Lyons, and Steve Sawyer. Discussion was held regarding the pay for the new chief. Fire Chief Klees stated that he will be stepping down but plans to stay on the fire department for two more years. Discussion was also held about purchasing a rural pumper. The department has seen other departments order one and it takes about a year to get it.

MOTION: Sawyer moved, seconded by Pederson to appoint Ed Jacobs as the new fire chief. Motion passed unanimously.

MOTION: Sawyer moved, seconded by Eversman to approve the salary for the new chief at $3300.00 per year with cost of living increases. Motion passed unanimously.

MOTION: Sawyer moved, seconded by Peterson to have the fire department get bids for a rural pumper. Motion passed unanimously.

Council thanked Rich Klees for all that he has done for the city and the fire department.

Discussion on Revising Snow Bird Ordinance
Police Chief Randy Doughty talked to the council regarding what is stated in our ordinance and would like to start enforcing it. The ordinance states that vehicles can be towed while there is a snow emergency. The first snow fall we issued seventeen tickets, the second snow fall it was twenty tickets. We need to keep the streets clear. Rich Klees stated that he thought it would hurt business’ in town if vehicles were towed in front of the businesses.

MOTION: Peterson moved, seconded by Pederson to enforce the ordinance as of January 1, 2008 and to tow vehicles if necessary. Motion passed unanimously. Notice to be put in Plainview News, on cable channel and out with next water bills.

Discuss First Draft Administrative Leave Policy
Administrator Robertson stated that Tom Canan and himself have been working on this. This is only a draft and can be discussed at the next agenda.

**Discuss and Approve Final Changes to 2008 Budget**

Administrator Robertson told the council they need to approve the budget this evening. Discussion was held regarding items still left unresolved from the October 20th meeting. Administrator Robertson asked the council to consider these items: approving the ambulance and public works vehicles to be paid for through a five year bond. Purchase a new pumper in 2009. Approve the ALS supplies and Heart monitors to be taken out of the ambulance special revenue fund. Deny request for a full time EDA position. Approve COLA and health insurance increases.

Ambulance vehicle was discussed about whether to purchase a large or small one.

**MOTION:** Peterson moved, seconded by Sawyer to authorize the ambulance to get bids for both a small and large vehicle. Motion passed unanimously.

Public Works Vehicle needs to be a single axle dump truck.

**MOTION:** Peterson moved, seconded by Sawyer to get bids for a vehicle. Motion passed unanimously.

Cost of living increase. Administrator Robertson stated that Social Security will receive a 2.3% increase, although he had first suggested 1.5% increase. Council member Eversman stated that inflation affects everything. Council member Sawyer stated we need to determine what the city can afford. Mayor Weaver asked for council wishes on COLA.

**MOTION:** Eversman moved, seconded by Sawyer to give 1.5% COLA instead of 2.3%. Opposed were Council members Peterson and Pederson. Mayor Weaver approved the 1.5% COLA. Motion passes.

ALS Supplies and Heart Monitors. Administrator Robertson suggested using UBF and reserve funds for these items.

**MOTION:** Peterson moved, seconded by Pederson to use UBF and reserve funds to purchase these items. Motion passed unanimously.

EDA. Discussion was held about the $26,000 that was set aside. Administrator Robertson stated that is for EDA loans and with discussions with PADCO, money will be running out soon. Council chooses to table this until further discussion with EDA.

**Adopt and Approve the 2008 Budget and Tax Levy**

**MOTION:** Sawyer moved, seconded by Pederson to adopt and approve the 2008 budget and tax levy. Motion passed unanimously.

**COUNCIL COMMENTS**

Administrator Robertson stated that he had forgotten to send out a memo regarding having future items for discussion put on the agenda instead of saving it for council comments. He also added that all the contracts have been signed from the townships regarding the fire department.

Tom Canan to talk with Roberta Kurth regarding the trail.

Council member Eversman asked about the status of the blighted properties in town.
Council member Pederson asked about having angled street parking and fixing up the parking lot east of the library so people can park there instead of on Broadway. Public Works Director to look into costs and time for next summer to fix up the parking lot. 
He also commented on the number of adults that use the community center, which averages about 93 people per day.

Mayor Weaver handed out checks to the council members.

**Additional Packet Items for Information Only**
- Budget information
- Ambulance information regarding vehicle
- Findings of Fact Conclusions of law and order for Varience Request at 629 N. Wabasha Ave.
- Draft copy on paid administrative leave
- City of Rochester Sewer Back Up Policy
- Memo Membership on the Sanitary Sewer District & Term Expiration
- LMCIT information
- ABDO, EICK & MEYERS engagement letter for 2007 audit
- Copy of snow plowing policy and towing
- Article in Wabasha paper regarding snow emergency policy
- Memo regarding health insurance stipend in lieu of insurance
- 2008 Fees
- Thank you card from Paster Ty and friends @ Trinity EFC
- Donation letter from Plainview Area Migrant Council
- PFA courtesy reminder
- Letter to Smith Barney
- Announcement of LMC leadership conference
- Coalition of Greater Minnesota Cities membership letter
- Renewal packet from LMCIT for 2008
- Proposal for pay scale from Jim Pederson
- Copy of DNR grant for fire department

**ADJOURNMENT**

**MOTION:** Sawyer moved, Eversman seconded to adjourn the meeting. Motion passed unanimously.

Meeting adjourned at 8:17 p.m.

__________________________________________________________________________________________

Neil D. Weaver, Mayor | Renee Mierau, Finance Director/City Clerk
Regular meeting of Plainview City Council was called to order December 26, 2007 at 12:00 p.m. by Mayor Neil Weaver.

Council Present – Neil Weaver, Jim Pederson, and Richard Sawyer
Council Absent – Cindy Eversman and Lee Peterson
City Administrator – Steven Robertson
Finance Director/City Clerk – Renee Mierau
Attorney – Absent
Visitors: Michael Burgdorf, Desi Foy, Richard Klees, Randy Doughty

APPROVAL OF AGENDA

Administrator Robertson stated that under the unfinished business that the citizen that had the request to adjust the sign ordinance was unable to attend and also, in addition, there was a letter submitted by an employee requesting some unpaid time off. Fire Chief Rich Klees stated that the appointment of the assistant fire chiefs was omitted in the minutes of the last meeting and the pumper is a rural pumper, which will be purchased with Rural Fire Funds. City Clerk to make the changes in the minutes. Mayor Weaver asked for approval of the consent agenda with additions.

MOTION: Sawyer moved, seconded by Pederson to approve the agenda with the additions. Motion passed unanimously.

CONSENT AGENDA

Minutes- December 10, 2007
Building Permits- None
Other Licenses/Permits- None
Bills- $102,269.23
Departments- None.
Boards- None.
Resolutions- None.

MOTION: Pederson moved, Sawyer seconded to approve the consent agenda. Motion passed unanimously.

PRESENTATION OF COMMUNITY PETITIONS/GUESTS
None at this time.

UNFINISHED BUSINESS

Request for a leave of absence
Administrator Robertson handed out copies of a letter from a city employee requesting an unpaid leave of absence for a month. After little discussion, this item was tabled for a closed meeting to follow shortly.

Pay Scale Adjustment - COLA
Council member Sawyer stated that this item should not be discussed until there is full council present.

NEW BUSINESS

Changes to the Bylaws of the Fire Relief Association
Administrator Robertson and Fire Chief Klees stated that copies had been sent to the city attorney and the state auditor for recommendation. Fire Chief Klees stated that he would like the council to approve the updated bylaws for the Fire Relief Association with a resolution.
MOTION: Sawyer moved, Pederson seconded to approve the updated changes to the Fire Relief Association bylaws. Motion passed unanimously.

COUNCIL COMMENTS

Administrator Robertson stated that the Police Chief Randy Doughty would like to move an employee from one grade to another on the pay scale. The employee is doing a different job than when he was hired. Hired to be a police officer and now a Police Department Investigator. Question was brought up whether or not the pay scale committee has reviewed this. Administrator Robertson stated yes they had and the majority voted yes for the change. Council member Pederson asked what kind of points did this position have regarding pay equity. Administrator Robertson and Police Chief Doughty stated that had not been looked into yet.

MOTION: Pederson moved, Sawyer seconded to approve the grade change from F to G if the job points are between 250-274. Motion passed unanimously.

MOTION: Sawyer moved, Pederson seconded to close the meeting now at 12:20 to discuss time off for an employee. Motion passed unanimously.

Mayor Weaver called the meeting back to order at 12:35. City Clerk gave a summary of the closed meeting. Motion was made by Sawyer, seconded by Pederson to approve an unpaid leave of absence as requested for one month (January), employee is to use vacation hours for future doctor appointments, and will be on call when needed for snow plowing. Motion passed unanimously.

Council member Sawyer asked why sidewalks are not being shoveled, and this should be enforced. He also stated that vehicles by the school are blocking homeowner’s driveways. Administrator Robertson to inform the Police Chief and have him contact the school superintendent.

Additional Packet Items for Information Only
Job Descriptions for patrolman and police department investigator
Copy of 2008 Full time pay Scale
Copy of Plainview Firefighter’s Relief Association bylaws and recommendation from City Attorney
Letter regarding sidewalk snow removal
Memo regarding stipend in lieu of city health insurance
Memo to property owner regarding maintenance of sidewalk snow removal and photos
Memo from LMCIT regarding 2007 Property/Casualty Dividend

ADJOURNMENT

MOTION: Pederson moved, Sawyer seconded to adjourn the meeting. Motion passed unanimously.

Meeting adjourned at 12:50 p.m.

_____________________________________   ______________________________________
Neil D. Weaver, Mayor    Renee Mierau, Finance Director/City Clerk