

**CITY OF EYOTA
CITY COUNCIL MINUTES
NOVEMBER 26, 2013**

Members Present: Mayor Tyrel Clark, Tony Nelson, Bryan Cornell and Kurt Holst

Members Absent: Ray Schuchard

Staff Present: Community Officer Tracey Pagel; Jerry Pike, Assistant Fire Chief; and Marlis Knowlton, Clerk/Treasurer

Call to Order: Mayor Clark called the meeting to order at 7:00 p.m. with the Pledge of Allegiance.

Approve Agenda: Request to add Fire Department issue as item 6.A.1. Motion was made by Nelson and seconded by Holst to approve the agenda with the one addition. Ayes (4), Nays (0). Motion carried.

Consent Agenda: Motion was made by Cornell and seconded by Holst to approve the consent agenda items 4.A through 4.C as presented. Ayes (4), Nays (0). Motion carried.

4.A. Approve the minutes of the November 14, 2013 regular Council meeting

4.B. Approve the 2014 liquor license renewals contingent on complete requirements being met:
Kwik Trip and Eyota Market 3.2 Malt Liquor Off Sale, Greendoor Liquor Off Sale and
Liquor On Sale including Sunday, American Legion Club Liquor On Sale including
Sunday, Buddy's Liquor Off Sale

4.C. Schedule closed meeting on December 12 for annual employee performance reviews

REPORTS:

Community Officer: Deputy Pagel reported calls are down from last month and a few citations have been written for violations of the winter parking ordinance.

DESCASD Sewer Board: Clark reported regular business items including there were no plant violations last month; and the health insurance renewal and raises were approved for the employees.

Planning Commission: Knowlton reported the Commission finalized the tree ordinance.

Clerk's Report:

Safe Routes to School Project: No update yet, we are still waiting for a decision regarding the contractor's appeal to MnDOT declaring them as a rejected non-responsible bidder. Project is pending.

People's Energy Cooperative: Clark and Knowlton met with President and CEO Elaine Garry to discuss the acquisition of Alliant Energy assets. The application will not be submitted to the Public Utility Commission until January. Transition will take an estimated six to nine months. Discussion included a request for a simplified street light billing and consideration to pass on savings benefits if the city elects to install energy efficient street light fixtures.

REGULAR AGENDA ITEMS:

Eyota Township Agreements: Township Supervisor Dan O'Neill discussed with the Council:

Fire Department Tanker Use Agreement: The approved agreement was submitted. This grants the City permission to use the Township owned fire department water tankers when flushing sewers or other utility maintenance.

Fire Protection Agreement: The Township suggested changes to the outdated protection agreement: changing the wording to describe the responsibility of fire protection coverage and equipment ownership, and fees charged by the City for department operation accounting and fire run billing and collections. The Township suggested paying the City fifteen percent of the collect fire call proceeds to the City for administrative costs. The Council will consider the suggested changes, discuss it again at the December 12 meeting and comment at the Township's December 16 meeting.

Fire Department Camera Purchase: A thermal image camera was purchased by the Fire Department for \$8,400. This camera was budgeted to be purchased in 2014, money budgeted was \$5,000. The Council and Township Board member Dan O'Neill discussed the camera, budget, purchasing procedures and options to pay for this camera. Motion was made by Holst and seconded by Nelson to approve the camera and accessories purchase, the money will come from excess cash in the Fire Department fund and the Township will be billed appropriately. Ayes (4), Nays (0). Motion carried.

Mini Library: The Council agreed that the bike depot on South Front Street SW may not be an ideal location for a mini library, stating potential vandalism and lack of foot traffic as key points. These types of libraries are more commonly found in residential neighborhoods and are maintained by an area resident. Motion was made by Nelson and seconded by Cornell stating, no, the City will not install a mini library. Discussion: clarification, city funds will not be used, but it would be acceptable if a private party constructs one in a neighborhood. Nelson and Cornell voted in favor. Clark and Holst voted opposed. Ayes (2), Nays (2). Motion did not carry. No other action was taken.

Property Abatement 43 Park Drive NW: Pearson Backhoe Service, Inc. from St. Charles submitted an estimate of \$5,250 to remove the trailer house, garage and clean up the yard; concrete remains. As per the Council's November 14 authorization, Holst approved accepting the bid and authorized Pearson to complete the abatement.

Camp Companion: Camp Companion is requesting citizen observations and information regarding feral/stray cats before November 30 and December 1 when they will trap cats, spay or neuter them, vaccinate them, clip their left ear (as a universal sign) and release the cats in the exact location they were trapped.

Tree Ordinance: The Planning Commission submitted the ordinance with a recommendation to approve. The ordinance regulates planting and maintaining all trees within with city limits. The ordinance changes the responsibility of all public trees to be the City of Eyota's. Permits to plant or remove a boulevard tree will be required, but at no cost. Motion was made by Nelson and seconded by Holst to approve the tree ordinance as presented and make it effective January 1, 2014. Ayes (4), Nays (0). Motion carried. See "Exhibit 6.E"

2014 Professional Appointments: In preparation for January when professional service providers are appointed, the Council discussed and came to a consensus to keep the current professionals: legal, auditing, financial advisor and engineering.

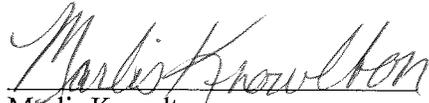
Accounts Payable: Notation: the Sim Sound & Video invoice was not paid in full, a ten percent retainage was held back until the installation is completed. Motion was made by Nelson and seconded by Cornell to approve the accounts payable with the addition of \$8,400 to Fire Safety USA, total amount of payables \$56,402.69. Ayes (4), Nays (0). Motion carried. See "Exhibit 6.G"

Other Business: Clark suggested encouraging Brad Boice, Public Works Supervisor to use emergency backup people to plow snow more often. It will save money not paying staff overtime and will be proactive in having others familiar with the procedure and the City confident in their work.

Adjourn: Motion was made by Nelson and seconded by Holst to adjourn. Ayes (4), Nays (0).
Motion carried. The meeting was declared adjourned at 8:10 p.m.



Tyrel Clark
Mayor



Marlis Knowlton
Clerk/Treasurer