

**CITY OF EYOTA
CITY COUNCIL MINUTES
FEBRUARY 14, 2013**

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

Members Absent: none

Staff Present: Marlis Knowlton, Clerk/Treasurer; Jeremy Newton, Fire Chief and Iris Neumann, Accounting Clerk

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

Approve Agenda: Motion was made by Schuchard and seconded by Holst to approve the agenda as presented. Ayes (5), Nays (0). Motion carried.

Approve Consent Agenda:

Motion was made by Cornell and seconded by Nelson to approve consent agenda items 4.A through 4.F as presented. Ayes (5), Nays (0). Motion carried. See "Exhibit 4.C"

- A. approved minutes of the January 31, 2013 Council work meeting as presented
- B. approved updated Job Description of the Clerk/Treasurer adding office staff supervisor
- C. adopted Resolution #2013-07 accepting donations to the Fire Department
- D. approved Economic Development Authority 2013 Board Chair Tom Aleshire and Co-Chair Dean Hammel Appointments
- E. approved the Dover-Eyota Summer Rec Program Schedule and Registration Information
- F. authorized staff to attend the Municipal Clerks and Finance Officers Region Meeting

Approve Council Meeting Minutes: Motion was made by Nelson and seconded by Schuchard to approve the January 24, 2013 regular council meeting minutes as presented. Clark, Nelson, Schuchard and Holst voted in favor. Cornell abstained, he was absent on Jan 24. Ayes (4), Nays (0), Abstained (1). Motion carried.

Economic Development Authority (EDA) Report: Clark reported the normal EDA items: financial reports, maintenance issues for Arbor Gardens and ongoing projects.

The EDA recommended moving forward with the Arbor Gardens building project to replace the façade brick work and pay for it out of its enterprise fund. Council requested to wait for approval until copies of the material bids, labor bids and construction dates can be reviewed at the February 28 meeting. Council requested a closed session at the February 28 meeting to discuss purchase options and prices of the two commercial lots north of the existing Arbor Gardens parcel for possible expansion.

Motion was made by Nelson and seconded by Cornell to approve the EDA's recommended percentage wording changes to the general loan guidelines; motion was amended to include the change to the maximum revolving loan amount to \$10,000. Ayes (5), Nays (0). Motion carried.

Fire Department Report: Chief Newton reported the donations received from the calendar fund raiser will be used to purchase non-budgeted equipment: laptop, hoses and nozzles. Also to be considered are: a thermal imaging camera and an all-terrain vehicle for off road medical rescues. The I am Responding program is proving to be very beneficial, air packs have arrived, training house burn is scheduled for March 30 and other training is scheduled. Motion was made by Schuchard and seconded by Holst to approve sending five firefighters to a convention in Indianapolis in April, \$430 plus mileage. Ayes (5), Nays (0). Motion carried.

Park Board Report: Holst reported the Park Board discussed the proposed Summer Rec program and park use schedule in reference to other field users. A notification letter was recommended to be sent to the League representatives to make them aware of possible scheduling conflicts. Motion was made by Nelson and seconded by Holst to approve mailing the notification letter as recommended and presented. Ayes (5), Nays (0). Motion carried.

Freedom Park equipment improvement planning continues.

Eyota Volunteer Ambulance Service Report: Clark reported the Board of Directors reviewed year end information. There were 143 ambulance calls in 2012; 32 of those were to Arbor Gardens with 29 of those needing to be transported. Nelson reported the membership meeting consisted of updates on revising their personnel policy, purchasing a model arm to practice IV's and status of the proposed building construction project. Director Chris Arendt is scheduled to make a presentation at the Council meeting on February 28 regarding the building project.

Clerk's Report:

Water Department Locator: Motion was made by Schuchard and seconded by Nelson to authorize the purchase of a new locator (water lines) for the water department, \$754 plus tax and shipping. Ayes (5), Nays (0). Motion carried.

Dental Insurance: Dental insurance provider has changed effective February 1. The premium rates ended up being higher than originally reported; but still a substantial savings. Three employees, monthly premium savings to the city of \$117.06 and to the employees \$33.72.

Training: Motion was made by Cornell and seconded by Holst to authorize Iris Neumann attend the Minnesota Shade Tree Short Course, March 12 and 13, Arden Hills, \$175 plus travel and lodging. Ayes (5), Nays (0). Motion carried.

Town Hall Meeting: Senator Carla Nelson will be available to discuss current issues on Saturday, February 23, 1:30 p.m. at City Hall.

REGULAR AGENDA ITEMS:

Farmers Market Grant Opportunity: Iris Neumann gave a short history of the Farmers Market and financial assistance programs. Years ago the (paper) food stamps became EBT cards, which are electronic cards similar to debit or credit card. Blue Cross Blue Shield insurance is offering grants and means to obtain the machines and process to accept EBT cards at markets. The process to accept these cards will require additional staff time and processing expenses, which the grant will cover for this one year. Motion was made by Nelson and seconded by Holst to approve entering into the Farmers Market Outreach and Promotion Grant for one year with EBT. Discussion: the process can be reviewed at year end and discontinued if it is too expensive. Ayes (5), Nays (0). Motion carried.

2012 Pay Equity Reporting: Motion was made by Nelson and seconded by Schuchard to approve the 2012 Pay Equity job descriptions, points and salary wages in effect December 31, 2012 as presented. Ayes (5), Nays (0). Motion carried.

Accounts Payable: The payable to Riverland Community College, for fire department training, \$5,000 needs to be removed; that cost will be paid by a state grant program. Motion was made by Nelson and seconded by Cornell to approve the accounts payable, minus the \$5,000 Riverland invoice, total corrected payable amount of \$36,432.23. Ayes (5), Nays (0). Motion carried. See "Exhibit 7.C"

Other Business: None.

Adjourn: Motion was made by Nelson and seconded by Holst to adjourn. Ayes (5), Nays (0).
Motion carried. The meeting was declared adjourned at 8:45 p.m.


Tyrel Clark
Mayor


Marlis Knowlton
Clerk/Treasurer