

MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF BACKUS, CASS COUNTY, MN. MARCH 5, 2012 7:00 PM

CALL TO ORDER: The meeting was called to order by Mayor-Pro Tem Steve Braker at 7:01 pm.

PLEDGE OF ALLEGIANCE

ROLL CALL: Council members present: Braker, Thomas, Kriesel, Borst. Absent: Mayor Dean Engen

CONSENT AGENDA:

MOTION: A motion was made by Thomas and seconded by Borst to approve the consent agenda. All in favor. Motion carried.

MAYOR'S REPORT:

As Mayor Dean Engen has been absent from council meetings for 90 days, the council approved the following resolution:

MOTION: A motion was made by Thomas and seconded by Borst to adopt **Resolution 2012-6 Resolution Declaring that a Vacancy Exists on the Backus City Council**. All in favor. Motion carried.

Mayor Pro-Tem Braker proceeded to ask the council and audience members if anyone was interested in being mayor. Council Member Kriesel and audience member Dwight Heim both expressed interest. The city clerk informed the council that a citizen named Chuck Dufour had called in and also expressed interest. After some discussion and comments from the audience the council adopted the following resolution.

MOTION: A motion was made by Thomas and seconded by Kriesel to adopt **Resolution 2012-7 Resolution Appointing New Mayor** which states Dwight Heim to finish the current term of Mayor of Backus. All in favor. Motion carried.

Mayor Heim was sworn in by the City Clerk, took his place as head of the council, and continued the meeting.

WATER/WASTEWATER REPORT: Lee Bundy, city water/wastewater operator was present and presented the council several options for purchasing and installing new water meters in conjunction with the wastewater project this summer. No action was taken on the matter at this time however Bundy did ask the council to authorize the purchase of 5 new meters immediately to replace non-functioning units.

MOTION: A motion was made by Thomas and seconded by Braker to purchase 5 new-style water meters at \$178 each. All in favor. Motion carried.

Greg Kimman from SEH sent a memo to the council apologizing for not being able to attend the meeting. The city clerk presented the business requested from SEH. First was the easement needed from the city of Pine River in regards to the wastewater project. Last month, Council members Braker and Kriesel and Kimman attended a meeting in which Pine River asked if Backus would be willing to pay for the easement and would they cover all related legal and engineering costs. Kimman's memo indicated a "going rate" of \$2,839.56 for such an easement based on tax assessed property values.

MOTION: A motion was made by Thomas and seconded by Borst to approve the purchase of the needed easement in the amount of \$2,839.56 and that Backus will pay all of Pine River's related legal and engineering costs. All in favor. Motion carried.

The city clerk then presented a resolution of application needed to continue the process of financing the wastewater project with the Minnesota Public Facilities Authority.

MOTION: A motion was made by Borst and seconded by Thomas to adopt **Resolution 2012-3 Resolution of Application**. All in favor. Motion carried.

PUBLIC FORUM:

A citizen brought to the council's attention that some houses in Backus do not have their houses visibly numbered. No council action was taken but the clerk was asked to pull a copy of the ordinance regarding house numbering for the next meeting and to post a reminder in the announcements.

POLICE REPORT: Newly appointed Police Chief Chad Bouc was present and reported that there were calls in February that included 2 fires, 1 domestic, 1 burglary, 2 lift assists and several traffic related violations.

FIRST RESPONSE: No report.

FIRE DEPARTMENT: Chief Flier said that there have been 13 fire calls since December. Flier also stated that the fire department approved their own budget last week and that possibly this fall the department would be trying to do their budget in conjunction with the city's budget. The new fire truck will be delivered at the end of March.

STREETS AND PARKS: No report.

AIRPORT: No report.

CITY CLERK'S REPORT: The City Clerk presented a resolution allowing him to assist citizens and guests of Backus with city information and for the storing of historical material in city hall since the city has no chamber of commerce or museum.

MOTION: A motion was made by Thomas and seconded by Braker to adopt **Resolution 2012-4 Resolution Allowing City Clerk to Assist in Certain Municipal Matters**. All in favor. Motion carried.

There was an \$88.49 overage on the purchase of letterhead approved last month. It was cheaper to purchase letterhead envelopes and business cards with the initial order.

MOTION: A motion was made by Borst and seconded by Braker to approve the \$88.49 overage of the purchase of new city letterhead. All in favor. Motion carried.

MAINTENANCE REPORT: Maintenance employee Dale Vredenburg was present to discuss the quotes he received from four dealers for a new maintenance truck. The city clerk had called each dealer and asked them to add a 8' 2" Boss plow to the quotes Vredenburg had, for a package cost. The quote from Mills Ford in Brainerd, MN was the best price for both the truck alone and with a plow. The clerk was instructed to ask for the larger plow and have Mills Ford formalize their quote for review at the next meeting.

Also discussed was the advertising for a part time maintenance employee for the summer. Dale Vredenburg said there was no need to advertise as his brother Neil Vredenburg was available and has done the job in the past. Council member Kriesel reminded the council that Neil Vredenburg had resigned his position at a council meeting in the summer of 2011. Borst stated that Neil Vredenburg had then been asked back to finish his 2011 hours even after the resignation. After discussion, the clerk interjected that there is a new, confidential employee situation that all council members need to be aware of before any permanent decisions are made. No action was taken.

ZONING: No report.

EDA: The city clerk informed the council that the city had received a check for \$2,000 on the default RLF loan and that a re-payment plan had been established. Maintenance was also discussed. It was reported that some security lights were not working at the townhomes. Dale Vredenburg-Maintenance said he would check them out in an evening. Also discussed was allowing two-\$200 per month repair authorizations if needed at the townhomes. The clerk was authorized by motion.

MOTION: A motion was made by Borst and seconded by Braker that the City Clerk is granted repair authorizations for the townhomes - not to exceed \$200 – two occurrences per month. All in favor. Motion carried.

The City Clerk then presented two quotes to replace the boilers at the townhomes. After extensive discussion, it was decided to have Widseth Smith Nolting engineers visit the townhomes and draw up specifications and the city would open the replacement up for bids. The clerk is to be in contact with WSN to handle this.

GENERAL GOVERNMENT:

The clerk presented a list of requested donations to the council. It was stated that there are limitations as to who a city could donate to and the clerk was to check with the League of Minnesota Cities to clarify.

The clerk also presented a DNR Authorization Form. The DNR is requesting that the city allow them to conduct studies and monitor city's lake access for prevention of the transference of plant diseases and such.

MOTION: A motion was made by Kriesel and seconded by Borst to approve the DNR's request authorization. All in favor. Motion carried.

Lastly, the clerk presented Resolution 2012-5 which is to re-establish voting precinct boundaries. There were no changes to the city.

MOTION: A motion was made by Borst and seconded by Thomas to adopt **Resolution 2012-5 Resolution to Re-Establish Voting Precinct Boundaries**. All in favor. Motion carried.

There being no other business to come before the council, a motion was made by Thomas and seconded by Borst to adjourn the meeting at 9:50 p.m. All in favor. Motion carried.

Signed: _____
Jeff Turk, City Clerk/Treasurer

Signed: _____
Steve Braker, Mayor Pro-Tem