

MINUTES OF THE REGULAR MEETING OF THE CITY COUNCIL OF THE CITY OF BACKUS, CASS COUNTY, MN. APRIL 2, 2012 7:00 PM

CALL TO ORDER: The meeting was called to order by Mayor Dwight Heim at 7:01 pm.

PLEDGE OF ALLEGIANCE

ROLL CALL: Council members present: Mayor Heim, Braker, Thomas, Kriesel, Borst.

CONSENT AGENDA:

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

MAYOR'S REPORT:

Mayor Heim asked for a council member to act as Secretary Pro-Tem in the event that the city clerk is absent from a council meeting. Wanda Kriesel said she would fill the position.

MOTION: A motion was made by Borst and seconded by Braker to appoint Wanda Kriesel as Secretary Pro-Tem. All in favor. Motion carried.

The Mayor then opened a discussion about a City-Wide Clean-Up. After much discussion about the potential liability and cost of such an endeavor to the city, it was decided that the city will put information about citizens cleaning up their own property and the disposal options in the June city announcements.

The Mayor declared May 12, 2012 as Backus Poppy Day in recognition of veterans.

The Mayor then asked if the city would entertain new weight restriction signs as part of next year's budget. The clerk will put a note in the budget file regarding the matter.

The council was also ask to keep the 5 ton per axel weight restriction on King Street South and Hazel Street North to prevent further deterioration.

MOTION: A motion was made by Thomas and seconded by Borst to maintain the 5 ton per axel weight restriction on King Street South and Hazel Street North. All in favor. Motion carried.

WATER/WASTEWATER REPORT: Lee Bundy, city water/wastewater operator was present and reported that the monthly report was not as yet prepared due to the date of the meeting. Discussion was opened about protecting the new lift station with a 10' by 10' shed, in the future. Bundy felt that this was important to ensure the long life of said equipment. SEH input that if was to be part of the waste water project, the cost would be about \$33,000. If the city were to put up a shed after project completion, the cost would

be considerably less. The council agreed that it made sense to wait until completion. No motion.

The council also discussed the possibility of purchasing a composite water sampling tester as part of the waste water project.

SEH asked the City Clerk to instruct the City Attorney to draft the necessary documents for the Pine River easement approved at the last council meeting. The clerk will forward the necessary information to the attorney.

PUBLIC FORUM: Council Member Rae Borst informed the council that during a Cornfest meeting at City Hall recently, someone pointed out the gap between the back door of city hall and the concrete pad in the back of the building. Maintenance employee Dale Vredenburg stated that the original pad had heaved from frost and was letting water in under the door, hence the reason for the gap. Vredenburg will look into filling the gap.

POLICE REPORT: Police Chief Chad Bouc was present and reported that there were 19 calls in March that included 2 welfare calls, 1 animal call, 10 traffic violations, and 2 DWI arrests.

FIRST RESPONSE: Jason Smith reported that the First Responder's and the Fire Department have 25 radios to sell as they have replaced their radios with new 800 megahertz radios. The radios are valued at about \$200-\$300 per unit. It was agreed that the best way to sell was online using eBay.

FIRE DEPARTMENT: Jason Smith reported that the new fire truck is being made to meet specifications and has not arrived. The department is hoping to have the new truck before the smelt fry.

STREETS AND PARKS: The Mayor stated that the sand by the slides in the park need to be kept clean along with the beach area. Dale Vredenburg is contacting the DNR about the removal of the beaver hut that was at the park last year.

AIRPORT: Maintenance reported that the dozer work contracted with Sawyer Contracting was completed and looked good.

CITY CLERK'S REPORT: The City Clerk presented a resolution allowing him to keep the City Hall doors unlocked when during the hours he is present and when technically the office is closed, when he deems it feasible.

MOTION: A motion was made by Thomas and seconded by Kriesel to adopt **Resolution 2012-8 Resolution Clarifying City Clerk-Treasurer's Open Office Hours.** All in favor. Motion carried.

The clerk presented the need for a fire-proof file cabinet to protect valuable city records.

MOTION: A motion was made by Borst and seconded by Braker to approve the purchase of a used fire-proof file cabinet for \$799 plus tax. All in favor. Motion carried.

The clerk presented to the Council some minor changes to Backus City Ordinance 800.04 Subd. 3 and 4 regarding the proper collection of delinquent water/sewer accounts.

MOTION: A motion was made by Kriesel and seconded by Thomas to amend Backus City Ordinance 800.04 Subd. 3 and 4 as presented. All in favor. Motion carried.

The clerk presented the list of delinquent water and sewer accounts over 30 days to be disconnected April 16, 2012.

MOTION: A motion was made by Thomas and seconded by Borst to approve the list of proposed disconnections for delinquent water and sewer accounts. All in favor. Motion carried.

MAINTENANCE REPORT: Maintenance employee Dale Vredenburg reported that the current plow needs to be welded. The clerk presented the quote from Mills Ford for the proposed new maintenance/plow truck along with allocated cash for said purchase. The clerk is to look into financing options for the difference and have the quote revised to include lettering and an amber light on the vehicle and present options to the council at the next meeting.

Also discussed was the advertising for a part time maintenance employee for the summer.

MOTION: A motion was made by Borst and seconded by Kriesel to advertise for the part-time summer help position in the maintenance department. All in favor. Motion carried.

ZONING: Jennifer Person has requested a public hearing to obtain a variance she wishes to purchase in Backus. The council will hold the meeting at 6:30 p.m. prior to the next council meeting on May 7, 2012.

MOTION: A motion was made by Braker and seconded by Kriesel to hold the public hearing for a variance requested by Jennifer Person prior to the next regular council meeting. All in favor. Motion carried.

EDA: The EDA requested that they no longer have to manage the upkeep of the townhomes.

MOTION: A motion was made by Kriesel and seconded by Borst that the City will manage the townhomes, not the EDA. All in favor. Motion carried.

Tim Houle, City Engineer, read his report of findings regarding the replacement of the boilers at the townhomes. He stated that something was definitely wrong with the heating system based on the dimensions of the building and the last season heating costs. He advised that both quotes submitted to the City looked acceptable. The council asked the clerk for revised quotes with two options including a quote for boilers in each unit and a two boiler system and a plan to pay for the new system.

GENERAL GOVERNMENT:

The clerk presented the 2012 Fire Contract with the Backus Fire Department for the amount of \$8,218.82 for fire protection.

MOTION: A motion was made by Braker and seconded by Borst to approve the 2012 Fire Contract. All in favor. Motion carried.

The clerk presented Resolution 2012-9 which is a Corporate Authorization Resolution for signing banking documents.

MOTION: A motion was made by Borst and seconded by Thomas to adopt **Resolution 2012-9 Corporate Authorization Resolution**. All in favor. Motion carried.

The clerk presented some suggested changes to fees for copies, faxing, water connection, and disconnection fees.

MOTION: A motion was made by Kriesel and seconded by Thomas to change the following fees:

Copy	25 cents per page
Fax	\$1.00
Initial Water Connection	\$25.00 per occurrence
Dis/Re connection Fee	\$50.00 per occurrence

All in favor. Motion carried.

The city clerk presented a Request for Mileage Reimbursement Form for use by employees and Council Members.

MOTION: A motion was made by Borst and seconded by Thomas to approve the Mileage Reimbursement Form as presented. All in favor. Motion carried.

There was discussion about the possibility of compensating Council Member Kriesel for her time spent staffing the dumpster for two Saturday's and two days of staffing the clerk's office while he attended the Clerk's Conference. Kriesel volunteered for both duties. Questions arose regarding the issue and it was tabled until the clerk was able to find out about compensating council members.

The clerk presented Resolutions 2012-10, and 11 acknowledging donations

MOTION: A motion was made by Thomas and seconded by Braker to adopt **Resolutions 2012-10,11 Acknowledging Donations from Norma Ostberg and Emmanuel Lutheran Church**. All in favor. Motion carried.

There being no other business to come before the council, a motion was made by Borst and seconded by Braker to adjourn the meeting at 9:56 p.m. All in favor. Motion carried.

Signed: _____
Jeff Turk, City Clerk/Treasurer

Signed: _____
Dwight Heim, Mayor