

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

**CALL TO ORDER:** The meeting was called to order by Mayor Dwight Heim at 7:02 pm.

**PLEDGE OF ALLEGIANCE**

**ROLL CALL:** Council members present: Mayor Heim, Braker, Thomas, 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:** The Mayor introduced Julie Nelson, CPA, from Mayer, Porter, Nelson – the firm that performed the city's audit. Nelson presented the city's 2011 audit report for review by the city council. Nelson highlighted the Senior Townhomes as having a deficit fund balance. The city clerk informed Nelson and the audience that the city was aware of the deficit balance and is working to correct the situation.

**NOTE:** There was a storm going on during this meeting and the power was flickering in and out. Council member Thomas received a call and had to excuse himself from the meeting due to his employer needing him.

**MOTION:** A motion was made by Borst and seconded by Braker to approve the 2011 audit report as presented. All in favor. Motion carried.

**WATER/WASTEWATER REPORT:** Lee Bundy, city water/wastewater operator was present and informed the council of the emergency purchase of replacement impellers for the main lift station. Bundy told the council that he loaned the city some temporary replacement impellers owned by PRASD. He also presented the council with pictures of the damaged impellers and explained that the city's 20% water loss has been eliminated.

**MOTION:** A motion was made by Braker and seconded by Borst to approve the \$3,337 emergency purchase of replacement impellers for the main lift station. All in favor. Motion carried.

Bundy and the City Clerk requested that the council approve the purchase of water meters and installation thereof by PRASD in the amount of \$43,000 rather than wait and include them in the wastewater project to be completed in the summer of 2013. The city will save the contractor markup and considerable installation costs by purchasing the meters from PRASD.

**MOTION:** A motion was made by Borst and seconded by Braker to approve the purchase of new water meters for the city and installation by PRASD at a cost of \$43,000.00. All in favor. Motion carried.

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SEH representatives Greg Kimman and Matt Reid were present and requested that council approve the execution of the owner/engineer agreement as needed by USDA Rural Development for funding the wastewater project.

**MOTION:** A motion was made by Braker and seconded by Borst to approve the signing of the owner/engineer agreement as needed by USDA Rural Development. All in favor. Motion carried.

SEH then asked the council to approve a \$6,500 expenditure for additional engineering costs due to the DNR wanting the wastewater project's forcemain to be as far away from the Paul Bunyan Trail as possible. In 2011 they wanted the forcemain to be as close to the trail as possible.

**MOTION:** A motion was made by Borst and seconded by Braker to approve the \$6,500 SEH fee amendment for additional engineering costs as per the requirements of the DNR. All in favor. Motion carried.

Lastly, SEH requested authorization to advertise a Notice of Availability of an Environmental Assessment in conjunction with the wastewater project.

**MOTION:** A motion was made by Borst and seconded by Braker to approve the advertising as requested by SEH. All in favor. Motion carried.

**PUBLIC FORUM:** A citizen voiced some remarks about the police force, city wide clean up, and asked about an ordinance regarding noise. No council action was taken.

**POLICE REPORT:** No report. Although the Mayor was informed that the Pine River Police Chief had resigned and the clerk reported that there was a meeting tomorrow evening to invite public input regarding the possibility of closing the Pine River Police Department.

**FIRST RESPONSE:** No report.

**FIRE DEPARTMENT:** No report.

**STREETS AND PARKS:** No report.

**AIRPORT:** The City Clerk presented to the council **Resolution 2012-14 Authorization to Execute MN Dept. of Transportation Grant Agreement for Airport Maintenance and Operation.** This document is necessary to apply for grant funds to reimburse maintenance costs at the airport.

**MOTION:** A motion was made by Braker and seconded by Borst to adopt Resolution 2012-14. All in favor. Motion carried.

**CITY CLERK'S REPORT:** The City Clerk presented two requests for adjustments to water bills.

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**MOTION:** A motion was made by Braker and seconded by Borst to deny the requests for water bill adjustments. All in favor. Motion carried.

Rae Borst, representing the Cornfest Committee, requested that the city draft a letter to the county engineer requesting a portion of County Road 116 (Front Street) be closed on Saturday, August 11, 2012 for the Cornfest event.

**MOTION:** A motion was made by Braker and seconded by Borst to authorize a letter be drafted to the county engineer to close a portion of Highway 87 for the Cornfest event. All in favor. Motion carried.

The clerk requested the \$260 dues to MN Rural Water be paid one more year until the completion of the wastewater project financing. These dues were not approved at a previous meeting as the clerk's request.

**MOTION:** A motion was made by Borst and seconded by Braker to approve the \$260 dues to MN Rural Water. All in favor. Motion carried.

The City Clerk requested that he be able to turn in the draft copy of this meeting's minutes by July 12, 2012 due to his taking some vacation time. The council agreed to this request.

**MAINTENANCE REPORT:** The City Clerk asked the council to approve a \$285 quote for pea rock for the Head Start. The previously approved quote for \$125 was incorrect.

**MOTION:** A motion was made by Braker and seconded by Borst to purchase one 10 yard truckload of pea rock for the Head-Start playground at a cost of \$285. All in favor. Motion carried.

**ZONING:** The council received a request for a variance at 215 Hazel Street. The council agreed to a public hearing pending a letter of request from the owner and also proof of ownership of the property. The residence is too close to property lines therefore a variance is required in order to make repairs.

**MOTION:** A motion was made by Borst and seconded by Braker to approve the request for a public hearing and set the meeting time at Aug 6, 2012 at 6:30 p.m. pending a letter of request from the property owner and proof of ownership of 215 Hazel Street. All in favor. Motion carried.

The City Clerk presented a request to vacate a north-south alley between Lakeside Drive and Wood Street, north of Park Avenue.

**MOTION:** A motion was made by Borst and seconded by Braker to deny the request to vacate the north-south alley between Lakeside Drive and Wood Street, north of Park Avenue. All in favor. Motion carried.

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**EDA:** The City Clerk presented a policy and fee schedule for the city sign. The clerk also reported that the city website was now under the hosting of S & E Web Design at no cost to the city. This is a \$260 annual savings to the city.

**MOTION:** A motion was made by Braker and seconded by Borst to approve the policy and fee schedule for the city sign. All in favor. Motion carried.

**GENERAL GOVERNMENT:** Guy and Diane Walters applied to the city for licenses for on-sale, off-sale, and Sunday liquor.

**MOTION:** A motion was made by Braker and seconded by Borst to approve Guy and Diane Walters' applications for liquor licenses. The Walter's have carried the contract on Willard's Saloon and Eatery for approximately 10 years and are now the operators. All in favor. Motion carried.

The City Clerk asked the council to approve a service call so Thelen Heating of Brainerd could come and assess and inspect the boilers at the Senior Townhomes.

**MOTION:** A motion was made by Borst and seconded by Braker to approve a service call allowing Thelen Heating of Brainerd come and assess and inspect the boilers at the Senior Townhomes. All in favor. Motion carried.

The Cornfest Committee asked that raffle tickets be sold at City Hall. The clerk reported that this would pose no problems.

**MOTION:** A motion was made by Borst and seconded by Braker to approve the sale of Cornfest raffle tickets at City Hall. All in favor. Motion carried.

The clerk introduced **Resolution 2012-13 Renewing Self-insured Worker's Compensation Insurance.** The annual cost of said insurance is \$6,150

**MOTION:** A motion was made by Borst and seconded by Braker to adopt Resolution 2012-13. All in favor. Motion carried.

An application to display fireworks during the upcoming Cornfest event was submitted by Zambelli Fireworks.

**MOTION:** A motion was made by Braker and seconded by Borst to approve the Zambelli Fireworks application. All in favor. Motion carried.

The clerk asked the council to approve the minutes for the public hearing held on May 7, 2012. They were omitted from the consent agenda of the June 2012 meeting.

**MOTION:** A motion was made by Borst and seconded by Braker to approve the May 7, 2012 Public Hearing minutes. All in favor. Motion carried.

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There being no other business to come before the council, Mayor Heim adjourned the meeting at 9:06 p.m.

Signed: \_\_\_\_\_  
Jeff Turk, City Clerk/Treasurer

Signed: \_\_\_\_\_  
Dwight Heim, Mayor