Agenda
Regular Meeting of the City Council
Monday, October 27, 2008

I. Call to Order
   A. 6:00 p.m. in the Council Room, City Hall.

II. Roll Call
   A. Members present:

   B. Members absent:

   C. Consultants and City Staff present:

   D. Visitors present:

III. Consent Agenda
   A. Minutes of Past Meeting: Consideration for approval of the Minutes of the Regular Meeting held Monday, October 13, 2008, as presented. Addendum #1

   B. Charitable Gambling: To approve an Application for Exempt Permit, submitted by the Knights of Columbus, to conduct a gambling event at St. Mary's Grade School, 308 East South Street, on January 25, 2009, to conduct a raffle. Further, to waive the waiting period.

   C.

   D.

Council Action:

IV. Visitors and Communications
   A. Accountant
      1. Cash and Investments: Stephanie Mann, City Accountant, will review the cash and investment totals with the Council. Addendum #2

Council Action:

      2. Budget Worksheet: Ms. Mann will review the budget worksheet, showing balances and actual expenditures to date. Addendum #3

Council Action:

3. Combined Financial Statement: Ms. Mann will review the combined financial statement with the Council. Addendum #4

Council Action:

4. Other Topics:

B. Administrative Coordinator Topics

1. Zoning Application – Ostern: Jeff Ostern has requested to construct a home with unattached garage at 511 West Washington Street. The proposed home is to have dimensions of 30′ x 36′ and the garage is to have dimensions of 30′ x 40′. His request includes a variance of 192 square feet on the area dimension of the garage. The land parcel size allows a maximum of a 1,008 square foot garage. Emphasis should be made that the house must be constructed first, at least a significant portion, then the construction on the dwelling must continue while the garage is under construction. Addendum #5

Council Action:

2. Auditorium Roof Bids: Mr. Gerardy will update the Council on the status of the Auditorium roof bids and an intended starting date of November 9 or 10.

3. Street Department Front End Loader: Mr. Gerardy will address the Council concerning trade-in of the 621 front end loader.

Council Action:

4. Safe Routes to School Program: I and Mr. Gerardy will inform the Council of our class at Rochester for the State Routes to School Program grants.

Council Action:

5. Other Topics.

C.

D.

E. Communications

1. Letter, Mediacom, Cable TV Rate Increase. Addendum #6

V. Old Business

A.

B.

C.

VI. New Business

Ambulance Department

1. Garage Door Timers: Mike Tornstrom, Director, requests authorization to install garage door timers on both overhead doors for the ambulance department which would close the doors within a short time after the ambulance departs the garage. There have been occasional times when drivers neglect to close the garage doors on the way out or do not press the closure button with sufficient force to make it operate. With winter coming on, there is a concern for loss of heat and the high cost of heating fuels. The anticipated cost is not to exceed $300. Addendum #7

Council Action:

2. Personal Training: Mr. Tornstrom further requests authorization to conduct a Train the Trainer Class for CPR and First Aid. Keli Tornstrom would instruct 2 ambulance personal to become trainers. The cost for instructor services is not anticipated to exceed $300.

See also Addendum #7

Council Action:

B. Assessment Roll: Please review the assessment roll for a Christine Soppa, 116 North Winnebago Street, this Special Assessment is for a repair of her water service line and is distributed over a period of 5 years at 6.25% interest. We can provide further details at the meeting. Addendum #8

Council Action:

C.

D.

VII. Clerk's Report

A. Houston County Emergency Operation Plan: I will update the Council on this plan at the meeting. The most recent meeting was held October 21 at LaCrescent and the next meeting is scheduled for December 2 at Spring Grove.

B. 2009 Draft League of MN Cities Policies: I have one copy of the Draft Policies if Council Members would wish to view it and read up on any of the new materials the League will lobby before the Legislature.

C. Elevator Operating Permit: A State Inspector recently inspected our elevators both the one in City Hall and the wheelchair lift in the City Auditorium. He presented me with documentation that the State of Minnesota has now issued a requirement for an annual operating permit to operate each elevator for which there is a $100 fee for each elevator. Addendum #9

D. Multi-State Train Derailment Workshop: For any of you who may be interested, there is to be Multi State Train Derailment Workshop on December 3 and 4 at the Stoney Creek Inn, LaCrosse. Addendum #10

E. Board of Appeal Training: Enclosed is a copy of a flyer designating the dates and locations for training as a member of the Council for partaking in the Board of Appeal Process. Minnesota Law now declares that at least one member of the governing body has to have had training in order to conduct a Board of Appeals Review. Because of all the offices which are up for election this year, it would be wise for Member Vick to take the training since she is the only one with absolute guarantee of returning to the Council in 2009. Addendum #11

F. Employee Time Record: Enclosed is the Employee Time Record for pay period October 6 – 19, 2008. Addendum #12

G.

H.

VIII. Miscellaneous Items

A.

B.

C.

IX. Adjournment