

REGULAR CITY COUNCIL MEETING  
SEPTEMBER 7, 2010  
7:00 P.M.  
ROYALTON CITY CENTER

*Mayor Lauer called the Regular City Council meeting to order. The pledge of allegiance was said. On roll call members present were: Lauer, Libke, Verley, Klosowski, and Gutzkow.*

*People present: Tim Majaski, Planning and Zoning; Terry Lehrke, Morrison County Record; Adam Gunderson, Chief of Police; Lee Popp, Public Works Superintendent; Tracy Brolin, Fire Chief; Paul Kapsner, RFD; Nathan Bellefeuille, RFD; and Carol Madsen, City Clerk.*

*Libke made a motion to approve the minutes of the Regular City Council meeting on August 3, 2010, 2<sup>nd</sup> by Verley. Put to a vote with all members voting aye. Motion carried.*

*Lauer added two action items and one discussion item.*

*No Public forum.*

*Department Reports were given.*

*Verley made a motion to authorize the \$2500.00 annual budgeted City contribution to the Royalton Fire Relief Association, and increase the annual benefit to \$975.00 per year of service, 2<sup>nd</sup> by Libke. Put to a vote with Lauer, Libke, Verley and Gutzkow voting aye. Klosowski abstaining. Motion carried.*

*Paul Kapsner, Royalton Fire Relief Association, presented the Schedule I (Form SC-10) & Schedule II (MBW-10) Pension Plan for the Royalton Fire Relief Association. Libke made a motion to accept the Fire Relief Association report, 2<sup>nd</sup> by Verley. Put to a vote with Lauer, Libke, Verley and Gutzkow voting aye. Klosowski abstaining. Motion carried.*

*Lee Popp, Public Works Superintendent, gave an update on the repairs of the Steiner mower. They should have it back by the end of the week.*

*Lee Popp, Public Works Superintendent, reviewed the quotes for the garage doors at the Public Works Building #1. Verley made a motion to accept the quote from Saints to Lakes Garage Door and Commitment Building Systems for \$4,120.64, 2<sup>nd</sup> by Gutzkow. Put to a vote with all members voting aye. Motion carried.*

*The City employees are requesting the City pay for Dental Insurance for the employees who have elected to take it. The cost per month right now is \$124.02. Libke made a motion to pay for the City employees dental insurance for the eligible employees who have elected to take it, 2<sup>nd</sup> by Verley. Put to a vote with all members voting aye. Motion carried.*

*Libke made a motion to adopt Resolution 9-7-10-2, a resolution approving the proposed 2011 budget with Revenues of \$933,466.00 and Expenses of \$910,075.00, 2<sup>nd</sup> by Gutzkow. Put to a vote with all members voting aye. Motion carried.*

Gutzkow made a motion to adopt Resolution 9-7-10-1, a resolution approving the proposed 2011 tax levy of \$223,503.00 2<sup>nd</sup> by Klosowski. Put to a vote with all members voting aye. Motion carried.

Verley made a motion to hold the "Truth in Taxation" hearing on December 7, 2010 at 7:15 p.m. at the Regular City Council meeting, with the subsequent hearing on December 21, 2010, if needed, 2<sup>nd</sup> by Gutzkow. Put to a vote with all members voting aye. Motion carried.

The proposed North Maple Street project was discussed. Verley made a motion to extend the expiring two year moratorium on the water improvements on North Maple Street for two more years; and if there is a water line break it is the property owner's responsibility to repair, and the city may go ahead with the project at that time, 2<sup>nd</sup> by Klosowski. Put to a vote with all members voting aye. Motion carried.

The proposed Personnel Policy revision concerning compensation for the Mayor when she is called to work in the city office due to employee absence was discussed. Libke made a motion to approve the Revision to Section 22 of the Personnel Policy, Emergency Office Staffing Procedure and Compensation, to include compensation for the Mayor when she is called in to man the office, 2<sup>nd</sup> by Verley. Put to a vote with all members voting aye. Motion carried.

Libke presented the proposed "Comprehensive Local Water Management Plan" to the Council. Libke asked the Council to review the plan and have any changes to him by Sept. 28, 2010. It will be placed on the October 5, 2010 Regular City Council meeting agenda.

After a short discussion Libke made a motion to close the City Office on Fridays and extend office hours on Thursdays to 6:00 pm, effective immediately. Put to a vote with all members voting aye. Motion carried.

Mayor Lauer explained to the Council the need for a debit card for the City. Verley made a motion to approve getting a debit card for the City through Pine Country Bank and authorize the Mayor and Clerk as the holders of the card, 2<sup>nd</sup> by Libke. Put to a vote with all members voting aye. Motion carried.

Police Chief, Adam Gunderson, requested approval to purchase a video system for the squad car. He contacted four different companies and only one came back with a quote for a new system. The other three wanted to sell refurbished systems. Gunderson reviewed the one quote from Martel Electronics. Klosowski made a motion to approve the purchase of the MDE2 Police In Car Video System from Martel Electronics for \$2,995.00, 2<sup>nd</sup> by Verley. Put to a vote with all members voting aye. Motion carried.

Police Chief, Adam Gunderson, requested approval for the purchase of a second Taser for the Police Department at a cost of approximately \$1000.00. Gutzkow made a motion to approve the purchase of another Taser for the Police Department at a cost not to exceed \$1000.00, 2<sup>nd</sup> by Libke. Put to a vote with all members voting aye. Motion carried.

Mayor Lauer reviewed the "GreenStep Cities" program, a best practices program focusing on cost savings and energy use reductions. Klosowski made a motion for the City to participate in the MN Green Step Cities program, 2<sup>nd</sup> by Gutzkow. Put to a vote with all members voting aye. Motion carried.

Mayor Lauer reviewed the letter from MNDOT on the turn back of portions of So. Birch Street and So. Cedar Street to the City of Royalton. Libke made a motion to adopt Resolution 9-7-10-3, A Resolution Turning Back the Frontage Road along Highway 10 Known as So. Birch Street and So. Cedar Street, 2<sup>nd</sup> by Verley. Put to a vote with all members voting aye. Motion carried.

Tim Majaski, Planning & Zoning Chairman, reviewed the amendment to Ordinance #47, Fencing. The amendment is in Section 7a "Placement". The ordinance will be placed on the October 5, 2010 agenda for public comment.

Tim Majaski, Planning & Zoning Chairman, reported that there is a problem with cars parking on No. 3<sup>rd</sup> Street, between E Z Stop and Treasure City, thinking it is a parking lot and cars pulling off Highway 10 are not looking because it looks like a parking lot. Planning & Zoning recommends striping the street to see if that would help. Klosowski suggested the City sweep the street and see what condition the street is actually in and then look at all options. Klosowski will also check out the cost of some concrete barriers.

Tim Majaski, Planning & Zoning Chairman, reported that Les Mateffy, City Engineer, is not done reviewing Ordinance No. 31. It will be placed on the Oct. 5, 2010 Council meeting agenda.

Mayor Lauer asked the City Council if they are interested in a city wide fall leaf clean up day. It was the consensus of the City Council to not offer a fall leaf clean up day at this time.

Mayor Lauer reported she met with the City of Rice Mayor, Mitch Feidler and Office Manager, Marie Weinand about sharing our Police Chief with them. Mayor Lauer state that looking at Chief Gunderson's work load she didn't feel it was a good idea. Lauer suggested we do a mutual aid agreement with the City of Rice for all City departments. After discussion about the legalities and responsibilities, Verley made a motion to pursue a possible mutual aid agreement with the City of Rice for all city services, and cooperative purchasing, 2<sup>nd</sup> by Libke. Put to a vote with all members voting aye. Motion carried.

Mayor Lauer reported the City Participated in a Community Pride contest at the MN State Fair. The "Parks Projects" was submitted. The city won "Best In Class" and received a \$1000 award. Mayor Lauer wanted to thank Deputy Clerk Stevens for the time she spent on the grant and Kasey Stevens for putting the Power Point together for the presentation.

Libke made a motion to pay all bills, voucher no.'s 29810 - 29878, in the amount of \$47,862.04, 2<sup>nd</sup> by Verley. Put to a vote with all members voting aye. Motion carried.

Verley made a motion to adjourn at 8:45 p.m., 2<sup>nd</sup> by Libke. Put to a vote with all members voting aye. Motion carried.

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Carol Madsen, City Clerk