

REGULAR CITY COUNCIL MEETING
July 14th, 2020

Pursuant to due call and notice thereof a regular meeting was duly held at City Hall at 7:00 PM on the 14th day of December, 2020.

Council present: Brian Anderson, Michael Cherney, Ella Noterman, and Karen Ruechel.

Council absent: Paul Kirtz.

Mayor Brian Anderson presided over the meeting.

PUBLIC HEARING ON RESOLUTION #18-2020 VACATING THE ALLEY BETWEEN WATER STREET AND LEWISON STREET:

There was no attendance from the public at the hearing. Mayor Brian Anderson and the city council decided to table resolution #18-2020 until further action can be taken on removing fill from a portion of alley that is not being vacated. Council members Karen Ruechel and Ella Noterman will be attending the next school board meeting on July 20th, 2020 to discuss possible options for removing fill and correcting alley issue with the school board.

Motion made by Karen Ruechel, seconded by Ella Noterman, to adjourn the Public Hearing on Resolution #18-2020 vacating alley between Water Street and Lewison Street. Votes in favor: Mike Cherney, Karen Ruechel, and Ella Noterman. Votes against: None Motion carried.

Mayor Brian Anderson opened the City Council meeting.

Agenda:

Motion made by Ella Noterman, seconded by Mike Cherney, to approve the City Council meeting agenda. Votes in favor: Mike Cherney, Ellan Noterman, and Karen Ruechel. Votes against: None Motion carried.

Approval of Minutes:

Motion made by Karen Ruechel, seconded by Mike Cherney, to approve the June 9th, and June 23rd, 2020 minutes as recorded. Votes in favor: Mike Cherney, Ella Noterman, and Karen Ruechel. Votes against: None Motion carried.

Old Business:

No old business to report

Police Report:

No police report to report

Fire Department Report:

City Clerk Jim Kiefer reported that the fire department responded to one structure fire and one grass fire since the last meeting. The department also responded to a storm event for storm watching and debris left by the incimate weather on July 11, 2020.

The council also discussed the brush pile located on Bill Boe's vacant land SW of the intersection of 150th Street and 4th Street NW. The council approved the issuance of a burning

permit to Mr. Boe with the conditions that the Adams Fire Department will be notified before the burn and that the fire will be fed instead of setting fire to the entire pile at once. Mayor Brian Anderson also stipulated that he would like the wind to be blowing from the South / Southwest before the fire is ignited.

Motion made by Karen Ruechel, seconded by Ella Noterman, to approve the issuance of a burning permit to Bill Boe. Votes in favor: Mike Cherney, Ella Noterman, and Karen Ruechel. Votes against: None Motion carried.

Maintenance Department Report:

Craig Hegge reported on the progress with the 5th Street project. He stated that everything is progressing in timely manner with only a couple of weather related issues.

Approval of Bills:

The bills payable for June were reviewed by the City Council.

Motion made by Karen Ruechel, seconded by Ella Noterman, to approve payment of the bills as presented. Votes in favor: Mike Cherney, Ella Noterman, and Karen Ruechel. Votes against: None Motion carried.

Financial Report:

The city clerk presented the June 30th, 2020 financial statements.

Motion made by Ella Noterman, seconded by Mike Cherney, to approve the financial statement as presented. Votes in favor: Mike Cherney, Ella Noterman, and Karen Ruechel. Votes against: None Motion carried.

Prairie Visions Report:

No new business to report.

Building Permits:

The city council discussed the approval and issuance of 5 new building permits. Troy Stafford located at 407 6th Street NW will be installing a fence around the back of his property. The Cedar Branch DAC located at 22 4th Street NW will be installing a concrete or pavement parking lot (TBD) and new driveway on the North side of their property entering into Bergen Street NW. Larry and Dianna Voigt located at 109 3rd Street NW will be building a detached garage on the West side of their property. Barbara Staples located at 311 6th Street NW will be installing a retaining wall on the North side of the garage on her property. Jerome Mullenbach located at 510 West Main Street will be building an addition on the North side of the house on his property.

Motion made by Mike Cherney, seconded by Karen Ruechel, to approve the issuance of the 5 building permits. Votes in favor: Mike Cherney, Ella Noterman, and Karen Ruechel. Votes against: None Motion carried.

Lions Club Raffle Permit:

The city council discussed the approval and issuance of a gambling permit to the Adam's Lions Club for a raffle being held at an upcoming Lions Club event.

Motion made by Ella Noterman, seconded by Karen Ruechel, to approve the issuance of the gambling permit. Votes in favor: Mike Cherney, Ella Noterman, and Karen Ruechel. Votes against: None Motion carried.

COVID-19 Preparedness Plan:

The city council reviewed the COVID-19 preparedness plan prepared by the Jim Kiefer, the City Clerk.

Motion made by Karen Ruechel, seconded by Ella Noterman, to approve the COVID-19 Preparedness Plan. Votes in favor: Mike Cherney, Ella Noterman, and Karen Ruechel. Votes against: None Motion carried.

Coronavirus Aid, Relief, and Economic Security Fund Certification:

The council discussed the acquisition of the Coronavirus relief grant money that would be received from the State of Minnesota, which would amount to approximately \$60,000.00. The discussion included how the money could be spent, and the timeline of when the money had to be spent.

Motion made by Ella Noterman, seconded by Mike Cherney, to approve the acquisition of Coronavirus relief grant money. Votes in favor: Mike Cherney, Ella Noterman, and Karen Ruechel. Votes against: None Motion carried.

2020 Street Project Update / Loan Resolution

Jim Kiefer talked about the 2020 street project referring back to the information provided by the Maintenance Department's Report. He also talked about the resolution (#19-2020) accepting the offer of the Minnesota Public Facilities Authority to purchase a \$914,293.00 general obligation sanitary sewer improvement note of 2020, providing for its issuance and authorizing execution of a bond purchase and project loan agreement.

Motion made by Mike Cherney, seconded by Karen Ruechel, to approve resolution #19-2020. Votes in favor: Mike Cherney, Ella Noterman, and Karen Ruechel. Votes against: None Motion carried.

AHCC Matrix Program Quote

The city council discussed how to proceed with the 7 year retention of records from the residents at the Adam Health Care Center. The records are now owned and being held by the Matrix Company out of Mankato, MN. The city clerk, Jim Kiefer, got some information from the Matrix Company and brought to the attention to the city council that the most affordable and viable option is signing a one year contract with the company for \$524.09/month to have access to those patient records. During the contract year we will be downloading all the resident's records from the Matrix Company and retaining them into our own database. After the contract year is up the city of Adams would not renew the contract with the Matrix Company and would retain all the resident's records.

Motion made by Ella Noterman, seconded by Karen Ruechel, to approve the one year contract with the Matrix Company to gather and retain records from AHCC residents. Votes in favor: Mike Cherney, Ella Noterman, and Karen Ruechel. Votes against: None Motion carried.

The city council discussed the monies still owed to the AHCC and the \$11,353.89 in bad debt that needed to be written off as the money couldn't be collected.

Motion made by Karen Ruechel, seconded by Ella Noterman, to approve writing off the bad debts of \$11,353.89 owed to the AHCC. Votes in favor: Mike Cherney, Ella Noterman, and Karen Ruechel. Votes against: None Motion carried.

The city council discussed and reviewed the bills still owed by the AHCC.

Motion made by Ella Noterman, seconded by Mike Cherney, to approve paying the bills still owed by the AHCC. Votes in favor: Mike Cherney, Ella Noterman, and Karen Ruechel. Votes against: None Motion carried.

Election Judge Appointment:

The city council discussed resolution #20-2020, a resolution appointing Jake Goodale as head judge for upcoming elections.

Motion made by Karen Ruechel, seconded by Ella Noterman, to approve resolution #20-2020, a resolution appointing Jake Goodale as head judge for upcoming elections. Votes in favor: Mike Cherney, Ella Noterman, and Karen Ruechel. Votes against: None Motion carried

City Clerk – Phased Retirement:

The city council discussed the phased retirement of current City Clerk Jim Kiefer, who is training in future City Clerk, Jake Goodale.

Motion made by Mike Cherney, seconded by Ella Noterman, to approve the phased retirement of current City Clerk, Jim Kiefer. Votes in favor: Mike Cherney, Ella Noterman, and Karen Ruechel. Votes against: None Motion carried.

Zillgitt Civil Design:

Mike Zillgitt, civil engineer with Zillgitt Civil Design out of Pine Island, MN attended the meeting last night. Mr. Zillgitt is in consideration as new city engineer.

Signatory Approval:

The city council discussed the approval of Jake Goodale becoming a new signatory with the City of Adams.

Motion made by Ella Noterman, seconded by Karen Ruechel, to approve Jake Goodale becoming a signatory with the City of Adams.

No further business.

Motion made by Ella Noterman, seconded by Mike Cherney, to adjourn at 8:55 PM. Votes in favor: Mike Cherney, Ella Noterman, and Karen Ruechel. Votes against: None Motion carried.

Jim Kiefer

Clerk/ Treasurer