

REGULAR CITY COUNCIL MEETING

October 13th, 2020

Pursuant to due call and notice thereof a regular meeting was duly held at City Hall at 7:00 PM on the 13th day of October, 2020.

Council present: Paul Kirtz, Michael Cherney, Ella Noterman, and Karen Ruechel.

Council absent: Brian Anderson.

Assistant Mayor Paul Kirtz presided over the meeting.

Agenda:

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

Approval of Minutes:

Motion made by Ella Noterman, seconded by Karen Ruechel, to approve the September 22nd and October 6th, 2020 minutes with the corrections of a misspelling and the addition of a carried motion that was omitted. Votes in favor: Mike Cherney, Ella Noterman and Karen Ruechel. Votes against: None Motion carried.

Approval of September Timecards:

Motion made by Karen Ruechel, seconded by Ella Noterman, to approve the September timecards. Votes in favor: Mike Cherney, Ella Noterman and Karen Ruechel. Votes against: None Motion carried.

Old Business:

The council talked about the sale of a strip of land to Little Cedar Lutheran Church. The council decided to sell the strip of land for \$300.00 to the Little Cedar Lutheran. In addition to the \$300.00 Little Cedar Lutheran will also be responsible for paying all the legal and recording fees.

Motion made by Karen Ruechel, seconded by Ella Noterman, to approve the sale of the strip of land for \$300.00 to Little Cedar Lutheran with the understanding that the church would also pay for all legal and recording fees. Votes in favor: Mike Cherney, Ella Noterman and Karen Ruechel. Votes against: None Motion carried.

There was also talk about the CARES Act money that the city still has left. It was decided to write a letter urging business owners to come to City Hall to fill out an application to receive a portion of the money still left. The council is giving business owners until the 26th to get an application filled out.

Police Report:

No Information to report.

Fire Department Report:

There was a fire at 4 Way Farms involving a tractor pulling a piece of equipment in a field 3 miles West of Adams on Co Rd 7.

Maintenance Department Report:

The project on 5th St NW, Bergan St NW and Water St NW is coming to an end for this year. The crew will return in the spring of 2021 to complete the project and tie up any loose ends. There was also discussion of having the dump open for a few hours on Saturdays. For now you can make an appointment with Craig or Al if you have anything that needs to go to the dump on the weekends, but we are looking into having the dump open on weekends.

Approval of Bills:

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

Motion made by Karen Ruechel, seconded by Mike Cherney, 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 August 31st, 2020 financial statements.

Motion made by Mike Cherney, seconded by Ella Noterman, 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.

Approval of BCM Application for Payment:

BCM Construction Inc. has sent their third Application for Payment for the 2020 Utility and Street Improvements project amounting to \$714,203.12.

Motion made by Ella Noterman, seconded by Mike Cherney, to approve the Application for Payment of \$714,203.12 to BCM Construction Inc. Votes in favor: Mike Cherney, Ella Noterman and Karen Ruechel. Votes against: None Motion carried.

Approval of BCM Change Order:

BCM Construction Inc. sent a change order to the 5th Street construction project which involved clearing and grubbing out 9 extra trees. This increased the initial bid by \$7,900.00.

Motion made by Karen Ruechel, seconded by Ella Noterman, to approve the change order which increased the initial bid by \$7,900.00. Votes in favor: Mike Cherney, Ella Noterman and Karen Ruechel. Votes against: None Motion carried.

CARES Act Grant Funds for Elections:

Mower county has provided the city with \$596.22 to spend and Covid-19 related items needed for the upcoming election.

LMC Insurance Renewal:

The League of Minnesota Cities sent a renewal premium summary to renew the City’s insurance for 2021. The summary also included a quote for equipment breakdown. With the additional quote for equipment breakdown the insurance premium for 2021 would be approximately \$23,500.

Motion made by Karen Ruechel, seconded by Ella Noterman, to approve the renewal of the LMC Insurance quote including the equipment breakdown coverage. Votes in favor: Mike Cherney, Ella Noterman, and Karen Ruechel. Votes against: None Motion carried.

Building Permits:

The city council discussed the approval and issuance of a new building permit. Zack Wiste will be building a deck on the front of his house. All setbacks were met and accounted for on plan.

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

322 Building – Schwickert Roof Quote:

Schwickerts came to look at the roof on the 322 building about 3 weeks ago. They provided the city with a quote to restore the roof in the amount of \$32,825.00. The 322 building’s roof was tabled until we could find more quotes for comparison.

Water Billing Complaints:

Residents have been coming to the clerk with complaints about paying for high water and sewer bills because the water they are using is not running down into the sewer. The council decided that no action was necessary and that a one-time credit on half of the water/sewer usage over the average amount used over the past year was the only break that residents could get on the bill.

Resolution #24-2020:

Resolution Declaring Cost to be Assessed, and Ordering Preparation of Proposed Assessment

WHEREAS, a contract has been let for the improvement of 5th Street between north line of Main Street and the center line of Lincoln Street, and Bergen Street between center line 5th Street and west line of 6th Street, and Water Street between west line of 1st Street and east line of 2nd Street, and the estimated cost for such improvement is \$1,959,578.00 and the expenses incurred or to be incurred in the making of such improvement amount to \$493,219.00, so that the total cost of the improvement will be \$2,452,797.00.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ADAMS, MINNESOTA:

1. The portion of the cost of such improvement to be paid by the city is hereby declared to be \$1,808,856.00 and the portion of the cost to be assessed against benefited property owners is declared to be \$643,941.00.
2. Assessments shall be payable in equal annual installments extending over a period of 15 years, the first of the installments to be payable on or before the first Monday in January, 2021, and shall bear interest at the rate of 3% and 3.5% percent per annum from the date of the adoption of the assessment resolution.
3. The city clerk, with the assistance of the city engineer, shall forthwith calculate the proper amount to be specially assessed for such improvement against every assessable lot, piece or parcel of land within the district affected, without regard to cash valuation, as provided by law, and he shall file a copy of such proposed assessment in his office for public inspection.
4. The clerk shall upon the completion of such proposed assessment, notify the council thereof.

Motion made by Ella Noterman, seconded by Mike Cherney, to approve resolution #24-2020. Votes in favor: Mike Cherney, Ella Noterman, and Karen Ruechel. Votes against: None Motion carried.

Resolution #25-2020:

RESOLUTION FOR HEARING ON PROPOSED ASSESMENT

WHEREAS, by a resolution passed by the council on October 13th, 2020, the city clerk was directed to prepare a proposed assessment of the cost of reconstruction of

- 5th Street between north line of Main Street and south line of Lewison Street.
 - Replace bituminous surface, water lines, sewer lines, and storm sewer lines.
- 5th Street between north line of Lewison Street and center line of Lincoln Street.
 - Replace bituminous surface, line sanitary sewer.
- Bergen Street between center line 5th Street and west line of 6th Street.
 - Replace bituminous surface, water lines, sewer lines, and storm sewer lines.
- Water Street between west line of 1st Street and east line of 2nd Street.
 - Replace bituminous surface, water lines, and sewer lines.

AND WHEREAS, the clerk has notified the council that such assessment has been completed and filed in his office for public inspection,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ADAMS, MINNEOSTA:

1. A hearing shall be held on the 10th day of November in the Emergency Services Building, 16 East Main Street, at 6:00 p.m. to pass upon such proposed assessment and at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The city clerk is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and he shall state in the notice the total cost of the improvement. He shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearings.
3. The owner of any property so assessed may, at any time prior to certification of the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the city clerk, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. He may at any time thereafter, pay to the city clerk the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 30th or interest will be charged through December 31 of the succeeding year.

Motion made by Mike Cherney, seconded by Karen Ruechel, to approve resolution #25-2020. Votes in favor: Mike Cherney, Ella Noterman, and Karen Ruechel. Votes against: None Motion carried.

North Park Addition:

Mike Zillgitt, with Zillgitt Civil Design, brought in a proposal for the professional engineering services required to complete the North Park Addition. His total estimated engineering fees from start to finish amounted to \$75,620.00. He also brought in a proposal from Terracon, a geotechnical engineering company, which will conduct a field exploration with soil borings and then test that soil to give an idea of the suitability of the area for construction. Terracon's proposal came in at \$3200.00. Mike indicated that the topographical survey would begin immediately before the snow starts flying.

Motion made by Ella Noterman, seconded by Mike Cherney, to approve the proposal from Zillgitt Civil Design and Terracon for the sums of \$75,620.00 and \$3200.00. Votes in favor: Mike Cherney, Ella Noterman, and Karen Ruechel. Votes against: None Motion carried.

No further business.

Motion made by Ella Noterman, seconded by Karen Ruechel, to adjourn at 8:00 PM. Votes in favor: Mike Cherney, Ella Noterman, and Karen Ruechel. Votes against: None Motion carried.

Jake Goodale

Clerk/ Treasurer