

**HOKAH CITY COUNCIL  
MINUTES JUNE 3, 2008 COUNCIL MEETING**

1. MEETINGING OPENED BY Mayor Martell at 1800.
2. ROLL CALL COUNCIL MEMBERS PRESENT: Pfiffner, Christianson, Ross, Walther, Martell. All present.
3. CHANGES TO AGENDA. None noted.
4. MOTION TO CONSENT TO AGENDA by Walther second by Pfiffner roll call all approve.
5. APPROVE MINUTES COUNCIL MEETING MAY 6, 2008 & MAY 6 BOARD OF APPEAL motion by Christian second by Walther roll call all approve motion carried.
6. APPROVE ACCOUNTS PAYABLE motion by Christian second by Pfiffner roll call all approve.
7. WWTP – JIM KOCHIE & ANDY KLINGSPORN Jim Kochie presents to the Council the current status of the completion of the wastewater treatment facility. Kochie presents payment request by Waukesha Construction. This would be payment number 13 for \$56,318.07. A Kochie also presents numerous change order requests. Please see his narrative detailing these items. Further Kochie recommends approval of these change orders and asked for Council action regarding them. Kochie also discusses having a open house for these wastewater treatment plant for the residents of the City of Hokah. Mayor Martell asked for a motion to approve the change orders. Motion by Walther second by Ross roll call all approve motion carried. Kochie reports there should be approximately \$140,000 left in the budget for the wastewater treatment plant. Martell states that we should possibly spend some of that money on restoration of damage to the sewer lines. Kochie also states that the wastewater treatment operator requested to purchase a power washer for maintenance of the facility which will be presented. Andrew Klingsporn presents to the Council his desire to have the City of Hokah employ Heidi Snell in a position of wastewater treatment plant operator apprenticeship program as well as employment with the City of Hokah as a general laborer. Andrew and Heidi had presented to Members of the Council a letter detailing the position requested. This letter also included salary suggestions. Andrew also reports that Workforce Development is considering assisting the City of Hokah with an apprenticeship program as a wastewater treatment plant operator for Heidi. Blank also reports that there are issues regarding the cleaning of the city facilities. Currently no one is cleaning the buildings. The Council discusses the proposal including the necessity of a backup wastewater treatment plant operator as well as maintenance and cleaning of the city buildings. Mayor Martell states that this possibly may be a way for the City to fill numerous positions with employment of Heidi. Christianson asks if a position like this shouldn't be advertised . Various discussions regarding the hiring of part-time employees. The City has hired part-time employees in the past without advertising the positions. Martell asked the Council what their wishes are regarding this proposal. Walther states that he believes this is a needed item but also states that we should possibly look at this at budget time. He does agree that Andrew needs the help. Further Walther believes that it possibly should be advertised. Blank presents he is pleased with the work that Heidi has done in the office. Further Blank states that the Workforce Development workers that are at the City of Hokah have done a good job for us. Blank also states that he wishes to have a member of the Council serve as a liaison between the council and the numerous FEMA projects that we have to complete. Blank states that we are dealing with the lot of issues, such as contracting and money and the

availability of a council member to assist in the decisions would be valuable. Blank also states that we do have numerous decisions to make tonight. Are we going to higher Heidi tonight in a part-time position and if not do we allow her to continue to fill in for Andy when he isn't available. Further if we do employ Heidi this evening what would be the rate of pay be . She also has presented hours for payment when she filled in for Andy a couple weeks ago and again we don't know what amount to pay her. Heidi has also submitted mileage requests for her driving from her residence to the City of Hokah to fill in for Andy in an emergency. Blank also presents that Heidi was set to be finished working for Workforce Development in June. But her hours have been extended until the end of August and she has been appointed a supervisor over the workers that are located at the City of Hokah. Andrew states that Workforce Development is paying for Heidi to attend a sewage treatment plant class in June. Workforce has agreed to pay for the training but they have not agreed to pay for any lodging meals or transportation. Further the class is located that Redwing Minnesota. Blank again brings up the question of wages for Heidi. Further Blank also asked as to whether we pay her mileage that she has submitted. Mayor Martell states that mileage is part of pay that one should not be reimbursed for both wages and mileage. Andrew counters that the hours and the mileage submitted by Heidi were related to an emergency situation that Andrew had. Heidi had to drop whatever she was doing and come to the City of Hokah to perform necessary duties at the plant. Mayor Martell again reiterates that he doesn't believe that mileage should be paid for coming to work. Blank reminds the council that they have already tonight authorized mileage reimbursement to Heidi that had been submitted with the payables. Heidi states that if she would be hired as a part-time employee she would not expect reimbursement for mileage. Blank also reminds the Council that they have committed to reading the water meters on a monthly basis. Blank questions who is going to perform this water meter reading. Blank again reminds the council that we have numerous issues to discuss and decide upon this evening. He states these are day-to-day items that he is faced with and doesn't always have an immediate answer. Blank questions Andrew as to how long it takes to perform water meter readings on a monthly basis. Andrew states that Heidi put in approximately 7 hours and he put in 5 hours. Blank states that is approximately 2 days a month that it would take an employee to read the meters. Mayor Martell states that the Council has not had time to review this and that the situation has changed greatly from its inception. Mayor Martell also states that they're now looking at pay schedules and hours and so on and so forth and they're not sure what they wish to do at this time. Again he states the Council hasn't had time to consider the situation. Walther states that the Council did ask Andrew to make this presentation of what they were proposing for hours including pay schedules for Heidi at last month's council meeting. Discussion regarding a committee to review the proposal to hire Heidi Snell as a part-time employee of the city. Christianson states she would be available to be on the committee. Further Ross states he would be available but it should be an evening meeting for him to be able to attend. Discussion was then held regarding having Christianson and Ross meet and study the proposal. Martell states he agrees with Walther regarding discussing this proposal at budget time in August of this year. Blank also reminds the Council that they have not set a pay schedule for Heidi for the efforts that she has completed for the City of Hokah thus far. Martell asked Heidi what she makes with workforce development and she states \$16.50 an hour. Blank then asked what were paying the part-time police and Chief Schuldt responds \$15 an hour. Martell also asked what were paying the part-time lawnmower Marc Cairns. Blank states that were paying Marc \$13.50 an hour. After discussion it was agreed to pay Heidi \$13.50 an hour. This decision was made in the form of a motion by Christianson and second by Ross. Roll call all approved motion carried. Following this Heidi gives a summary of the efforts the City of Hokah has completed thus far regarding flood damage repair. At this time Jim Kochie presents a study that he has done regarding the drainage issue behind the Lutheran Church. Jim states that two possible proposals that he has determined to correct the situation vary in cost between \$20,000 and \$50,000. Possibly it could be a little less if a pumping station was installed and Kochie cautions the Council that this probably would not be the way to go regarding maintenance of the pump etc. Further Kochie discusses how to pay for this improvement, would this be something out of the general fund or possibly would the City look at assessing the property owners for this repair. Further discussion

regarding the proposals submitted and the content of those proposals in regards to the rise and fall of the elevations, the size of the piping etc. Further discussion regarding installing a drain pipe to the northwest. Mayor Martell notes that there is currently damage that needs to be repaired in that area and possibly we should look at seeing what we could do to take care of both these issues. Kochie states that he will further investigate this possibility.

8. POLICE DEPARTMENT CHIEF SCHULDt his report is in their packets. He discusses the necessity to make community warning siren repairs. Further discussion regarding a grant through Houston County to install a paging system on the siren system. This would allow the dispatcher at Houston County Sheriff's Department to activate the community warning siren in the event of a tornado warning etc. Further Schuldt discusses the status of the administrative citation procedure that he is interested in implementing. Further the City of La Crescent and the City of Hokah Police Departments have been cooperating with the development of an ordinance regarding administrative citations and the City of La Crescent would like to see representatives from the City of Hokah attend their next council meeting to discuss the implementation of the procedure. The date for this meeting is June 9 at 5:30 p.m. Mayor Martell states he will plan to attend. Further we have issued a golf cart permit and further discussion regarding the permit status, applications, vehicles etc. Blank suggests that in the future either he or Chief Schuldt will approve applications for operational golf cart and Chief Schuldt should include that information to the Council in his monthly reports. Mayor Martell asks for a motion to appoint Blank and or Schuldt the permission to approve golf cart permits in relation to the city ordinance. Motion by Ross second by Pfiffner, roll call all approved motion carried. Next Mayor Martell asked for a motion to approve Philip Pilger to operate a golf cart in the city limits. Motion by Christianson second by Ross roll call all in favor motion carried. Next Chief Schuldt brings forth ordinance #97 questions and revisions. In relation to this Blank states that Judy Lonkoski is in attendance at this meeting this evening to discuss ordinance # 97 which is the public consumption ordinance. Blank states that there was a Houston County Sheriff's Department Deputy in attendance at Hummer's Pub this past weekend for a large crowd that was on the sidewalk area. Further the next-door neighbor has spoken to Blank regarding issues that he is experiencing. These issues would include traffic, parking, noises etc. Blank states that there may be some possible zoning questions that will arise regarding this neighbor in the near future. Judy Lonkoski discusses the public consumption ordinance. She asked if it would be possible that this ordinance would be repealed. Judy discusses the issues that they are currently experiencing regarding patron's consuming alcohol outside on the sidewalk she reports that they do have a small area between them and Security State Bank that they can utilize or improve upon if need be. This situation has been compounded with the new no smoking laws. She also discusses Hummers Pub does not have a like area except a small deck that they constructed to the rear of the building which borders the Padrnos property. Christianson states that she has no issues with Chief Schuldt in regards to the public consumption ordinance but questions the intent of the County Sheriff's Department employee observing people outside on the sidewalk. Discussion regarding the issuance of citations may be better suited to an administrative citation for the offense. Blank discusses also there may be state law regarding public consumption on a state highway. The sidewalks are on state highway right of way. Christianson states she would like to see the ordinance repealed. Walther states that he thinks the ordinance should stay in effect as it currently is. Further discussion regarding how this ordinance should be enforced and the possibility of rewriting the ordinance to reflect the allowance of consumption on the areas in front of the bars as well as the City Hall. Blank suggests the possible remedy to this situation would be if the citation were to be issued that it be an administrative citation that would come through his office. Whether that citation be issued by either the Hokah Police Department or another law enforcement agency. Discussion regarding further continuance of this item and the study of the administrative citation issuance regarding violations therein.
9. RECREATION BOARD Kathy Olson appears. She reports that baseball and softball are starting practices this week. She also states the pool is set to open next week but that we currently are at a stand

still having the pool drained. She states it is not drained as it needs to be to get at the weeds in the deep end. And she questions if this is something that Dave works with a Blank about. She states we need to do this right the first time and the pool needs to be drained. Kathy asks that the city assist in speeding things up a little bit regarding this. She also asked that the screens be adjusted. She asks if there is anyway that they can be assured that the pool will be drained or pumped in preparation for the opening of the pool. Blank asked Martell if he will speak with Dave Welke tomorrow regarding this. Martell states that yes he will. She also asked if Dave would communicate with them as to what help the volunteers could accomplish at the pool. She states they need to be told what to do. Further discussion regarding the day to open the pool. Also discussed the need for more sand and to be installed at the pool. Kathy discussed postponing the opening to look at some of the issues that still need to be done at the pool. Further she stated she would talk with Andy tomorrow.

10. MAIN STREET SALOON – JUDY LONKOSKI – PUBLIC CONSUMPTION ORDINANCE – Covered in item #8 above.

11. STREET AND MAINTENANCE. David Welke is not in attendance. Blank asks for direction in regards to leaving this item on the monthly agendas. Blank discusses that Mathy construction has a quote for a patch on Highway 44 at 5th St. Kevin McCallson has complained that semi's coming into Hokah on Highway 44 when they reach the area of a slight depression it causes his house to shake. Minnesota Department of Transportation had put a patch on the area which seemed to alleviate the situation but now once again Mr. McCallson states that his house is experiencing vibrations. This winter the City had a broken water main on 5<sup>th</sup>. Street, and there has been discussion regarding if this attributed to the situation. Minnesota Department of Transportation had been notified, and had completed soil borings, and had not located a void in the tested soils. Blank goes on to state that the cost for the patch from Mathy is \$4200. Blank stated he had Mayor Martell look at the proposal from Mathy of which he approved so we could return the proposal back to them and they could make plans to repair this area when they are located in the City of Hokah making other improvements. Also we have a quote by Mathy to repair the sidewalk and fencing south of the Junction Inn and along Highway 44. Blank has spoken to Minnesota Department of Transportation and Greg Husmann regarding this area last fall. In discussion with Minnesota Department of Transportation agreed to repair this area. Blank believes that it would be advantageous for us to allow them to fix the area rather than pay for it ourselves. Blank states that he did not authorize the \$5,900 bid to repair this area but we will wait for Minnesota Department of Transportation to repair the area.

12. LIBRARY / CITY HALL REPORT IN PACKETS Barb Bissen invites everyone to the final meeting of the horizons group in relation to be grant monies that they will be receiving and where to place this money to good use. Blank states that previously we had tabled the money request from Bissen for the engineering study at the city hall in relation to the HVAC systems. Blank reports that Bissen has now raised the necessary \$3000 to have an engineering study completed at the building. She is looking for approval to proceed with the study to determine the cost of the project. This approval to proceed would not include the approval of the expenditure of funds in relation to repairing the HVAC system at the facility. Council member Walther makes a motion to approve Bissen to proceed with the engineering study. Ross seconds the motion. Roll call all approved motion carried.

13. ZONING - BLUFF COUNTRY ORDINANCE SAMPLE REVIEW – ROSS reports that they had no permits to review this month. Blank states that last month we tabled the Bluff Country request for acceptance of the signed procedure and/or ordinance. At that time Ross had discussed reviewing the City ordinance regarding signage. Ross reports that he has not had the time to review the ordinance. Blank reports we could review this now or possibly determine whether we do or do not need this. Motion by

Ross to continue only with the City of Hokah sign ordinance that we now have in place. Second by Pfiffner. Roll call all approved motion carried.

14. JULY COUNCIL MEETING ON JULY 8th AT 6:00 PM.

Discussion regarding the proper date to hold the meeting would be July 1<sup>st</sup>, not the 8<sup>th</sup>. Decision to hold the meeting on July 1<sup>st</sup>. at 6:00 PM.

15. GAMBLING PERMIT – ST. PETER’S JANUARY 1, 2009. Motion by Christianson second by Ross to approve. Roll call all approved. Motion carried.

16. MISCELLANEOUS ANNOUNCEMENTS / COUNCIL MEMBERS / EMPLOYEES Walther reports that the ballpark looks great. He also reports that there was approval for alcohol and gambling permit for June 21 that they are not going to hold because there is a prior benefit that had been scheduled that they do not want to interfere with. Christenson reports that there are quite a few ruts from vehicles at the ball field. She discusses having Dave Welke repair this before play would begin on the field. Another item for Mayor Martell to discuss with Dave Welke tomorrow. Pfiffner asks if we have a date set for the Southeastern league meeting in July. Blank reports that the date has been set for July 29. Martell asked if we have funding to assist in the repair of the John and Jean Kolsch’s residence. They had installed some piping in repair of the property. Blank reports that he has spoken with Gary Larson of the NRCS, who stated they may be assisting the Kolsch’s with funding in their efforts. Blank reports receiving a complaint by Kevin Mc Caulson regarding Ronald Bernsdorf failure to cut the grass in the lot he owns adjacent to McCallson residence. Decision to inform Bernsdorf that he has only so many days. Blank suggests 10 days. Council agrees. Roger Bernsdorf has contacted Blank and asks when the streets will be swept after the recent windstorm debris. Blank asks Mayor Martell to add this to the items he discusses with Dave Welke. Martell states he will do this. Email correspondence by Aggie Tippery to MN DOT. Blank reads the correspondence to the Council. SEMCAC is looking for a donation to purchase a new bus. Blank reads letter to the Council. Martell states to see what the other community’s are doing. Christianson states will do something, but with the flood damage, we are behind. Blank also reports that the City purchased a pressure washer from Al’s Small Engines of Brownsville for \$799.00. This should be covered by remainder of money at the treatment plant. Smokey Johnson today presented three bills. One of these was already approved last month for \$750.00 at the Soland residence, and one for \$156.25 for 125 feet of steel cable that Dave Welke needed for snagging trees off hill. The second for removal of dead limbs in the city park for \$150.00. This was also at the request of Dave Welke. Motion by Pfiffner, second by Christianson, roll call all in favor to pay these bills. Finally Blank reports a personnel issue regarding him. Blank asks for re-imburement for the items his family pays for medical coverage with his Wife’s Employer. This would be less than the City currently pays for the City Clerk’s benefits. Motion by Walther, second by Pfiffner, roll call all in favor. Motion carried.

17. ADJOURN motion by Ross, second by Walther, roll call all in favor at 8:26 PM.

Attested this day \_\_\_\_\_ of \_\_\_\_\_, 2008

\_\_\_\_\_  
Administrator

\_\_\_\_\_  
Mayor