

**HOKAH CITY COUNCIL
MINUTES FEBRUARY 12, 2008 COUNCIL MEETING**

1. MEETINGING OPENED BY MAYOR MARTELL AT 6:00 PM.
2. ROLL CALL OF COUNCIL MEMBERS PRESENT: Pfiffner, Christianson, Ross, Walther, Martell
3. CHANGES TO AGENDA-NONE NOTED
4. MOTION TO CONSENT TO AGENDA BY CHRISTIANSON SECOND BY WALTHER, ALL IN FAVOR
5. APPROVE MINUTES COUNCIL MEETING JANUARY 8, 2008 MOTION BY WALTHER SECOND BY PFIFFNER ROSS ABSTAINS MARTELL IN FAVOR.
6. APPROVE ACCOUNTS PAYABLE MOTION BY CHRISTIANSON SECOND BY PFIFFNER ALL IN FAVOR.
7. **WWTP – JIM KOCHIE & ANDY KLINGSPORN-** Jim Kochie presents updates to the WWTP. He reports that the plant has been up and running for a couple weeks. He reports a couple issues with pumps, etc. but doesn't anticipate any problems. He reports payments this month: Wapasha Construction payment request # 9 for \$120,231.00 and Morem Electric estimate #8 for \$17, 608.12. Also reports three change orders: Two are from Wapasha Construction: 1. Raise the walls on the existing aeration tank. Rural Development suggested this for flooding protection. Cost is approx. \$7,400. 2. Change existing plumbing in existing building, change out existing sump pump. Cost \$1,632.00. 3. New drain line over to new plant cost \$5,070. Demolish old final clarifier cost \$1,654.00. Credit for not doing improvements to clarifier of \$525.00 for a net change order #7 \$15,236.57. Change order #8 is for various work that occurred: Tyvek wrap material: \$329.00, Added stabilizer to aeration covers \$364.00, reinforcement in motor pits \$399.00, transformer protection \$920.00, credit for not adding concrete steps into motor pits for \$690.00, total net change \$13,023.67. Like to change operational date to January 31, 2008 and change substantial completion date for everything but site work to the end of March 2008. Further move total completion date to end of May 2008 and final to June 2008. Morem adjustment to match Wapasha, or the end of April 2008. Kochie recommends approval of these items. Dave Welke reports that someone damaged a portion of the existing building. Kochie will look into it. Motion to approve change order # 7, 8 and 3 by Pfiffner, second by Ross all in favor. Kochie reports various financial items of interest and usage of the loan funds and grant monies. Next Kochie describes the current water usage and billing system, and how it is being calculated. After various discussions a meeting was planned for this Friday February 15, 2008 at 8:00 AM with Kochie, Blank, Klingsporn and Moen.
8. **LON OMODT. LETTER TO MR. MERCHLEWITZ.** Omodt asks if a letter was sent to Merchlewitz regarding the bill the Omodt claims that owes. A copy of the letter was included in the Council packets, and delivered to Omodt. Omodt states concerns regarding the letter. Further discussion regarding water bill situation, and Omodt's demeanor. Further discussion between Omodt and Blank regarding Omodt's perceived problems at the City office. It was decided to wait and see if we are contacted by Merchlewitz.
9. **GAMBLING LICENSE / RESOLUTION RENEWAL HUMMERS PUB / LA CRESCENT AMERICAN LEGION.** Rick Voshart also is in attendance regarding renewal of gambling license

for the Caledonia Sno-Gophers. Martell asks Voshart if he has copies of paper work regarding the license. Voshart responds that the procedure has changed. He states now all that is required is to have the City pass a Resolution. He asks that the City pass resolution regarding Caledonia Sno-Gophers lawful gambling at Jake's Main Street Saloon. Barb Bissen from the audience asks if it has been resolved as to when the City is paid the ten percent fees of the gross revenues. Christianson states that she knows how her business works. Voshart states that John Dickson be contacted to see how they (American Legion) are doing it. Blank states that the paperwork is here from American Legion Post 595. And, the language has changed on their supplied resolution since last renewal in 2006. Agenda item tabled until proper paperwork is received addressing the ten percent and monthly payments. Martell asks for a motion to renew gambling license for the Caledonia Sno-Gophers at the Main Street Saloon. Motion by Walther second by Pfiffner, Christianson abstains all in favor.

- 10. MAYOR'S APPOINTMENTS.** Discussion regarding Planning Commission Members. Currently there are five members. Also discussion regarding Library Board and Recreation Board. Committee assignments: Kevin Walther on Library, Rita Christianson on Recreation, Lance Ross Planning, Cindy Pfiffner Acting Mayor, Kevin Walther Streets, Police Department Mayor Martell, Water Waste Water Mayor Martell, Forester David Welke, Trail Committee Mayor Martell and Chris Peterson. Board of Appeals needs to be appointed to handle appeals from Planning Commission decisions. Mayor Martell states that he needs to speak with a couple interested persons. Martell intends to speak with Donald Bissen regarding his interest. Mayor Martell will bring this up next month, and he will also look into the board of appeals situation. Walther asks if we might need to have a personnel committee. Martell responds that the employee meetings should take care of this now.
- 11. FIRE DEPARTMENT FURNACE BID SCHNEIDER.** Blank states that this is the only bid received, and that Blank did speak to Paul Theobald and asked that he contact us if he would be interested in submitting a bid. Further Blank reports the Minnesota Department of Health had conducted an air quality investigation and determined that there was a high level of Nitrogen Dioxide present. This was probably resulting from improper combustion of the furnaces upstairs. Discussion regarding if we need more bids, and if the submitted bid is in line with expected costs. It was determined that the Schneider bid does seem proper. Mayor Martell asks for a motion to have Schneider Heating and Air Conditioning to install two furnaces for the submitted bid. Walther motions Pfiffner seconds all in favor. Discussion from Welke regarding status of the old furnaces. He stated he could use them. Consensus was to have him take the old furnaces, and put them in the shop area.
- 12. POLICE DEPARTMENT WRITTEN REPORT-IN PACKETS.** Report accepted without comment.
- 13. RECREATION BOARD.** Cathy Olson appears. Speaks about Super Saturday's program. Hokah Lions gave them \$491.00 for salaries. Discussion regarding the Legion Ball Park, and plans for repair. Also going to two meetings a month. Regarding the Swimming Pool. Kathy asks what roll the Recreation Board will play this year. I stated that I had no designs on the situation, and I believed that the Recreation Board should administrate the recreation program. General agreement among Council to this procedure. Further discussion regarding newspaper article to hire life guards, etc.
- 14. WILLIAM VON ARX – DRAFT SHORELAND MANAGEMENT ORDINANCE.** Martell asks if everyone has had a chance to read the draft ordinance. Decision to table until next month.
- 15. STREET AND MAINTENANCE. SNOW REMOVAL MEMBER CHRISTIANSON.** Christianson talks about people complaining about snow removal, and failure to remove snow by curb. Christianson speaks of a procedure or policy for snow removal. David Welke speaks about his

procedure for snow removal. Blank presents a possible snow removal policy, and gives a copy to Welke. Discussion about the need for a policy. Further discussion from audience regarding the current snow removal procedure. Review snow removal policy at next Council meeting.

- 16. LIBRARY REPORT.** Barb states that she has a City Hall report, rather than a Library report. Reports on various items at the Hall, and a grant application procedure for the Library.
- 17. ZONING.** Lance Ross reports one permit review, Kevin Mc Caulson addition that they inspected. And a second application just submitted today from Jeff Jarchow for a fill permit for washout behind his garage. Blank reports that he has tried to apply to NRCS for the Jarchow property, but it was denied. Blank has instructed to contact Ace Communications as they have a communications appliance in the immediate area. Further discussion regarding the Sewer Access Road situation and the current billings.
- 18. FIRE DEPARTMENT TEMPORARY LIQUOR MARCH 15 GUN RAFFLE.** Motion by Christianson, second by Pfiffner, Ross and Walther abstain, Martell agrees, motion passes. Walther presents proposed changes to the Hokah Fire Department By-Laws. Mayor Martell asks for a motion to approve amendments to Fire Department By-Laws. Motion by Christianson, second by Pfiffner, Ross and Walther abstain, Martell votes yes, motion carried to amend Ordinance # 81 that are already in effect. Next Fire Department item: Amend the By-Laws of the Hokah Fire Department Relief Association to reflect an increase of annual retirement benefit from current \$350.00 a year to \$450.00 a year. Not to exceed \$13,500.00. Fire Department reports they have sufficient funds to cover the increase. Motion by Pfiffner second by Christianson, Ross and Walther abstain, Martell yes, motion carried.
- 19. CELL TOWER LEASE AND PROPOSAL.** Blank reports Andy Klingsporn and an Alltel representative inspected the well area to place a cell tower. Blank discusses property lines in the proposed area. Alltel will be contacting Blank at a later date to discuss this.
- 20. MARCH 2008 COUNCIL MEETING.** March 4, 2008 at 6:00 PM.
- 21. MISCELLANEOUS ANNOUNCEMENTS / COUNCIL MEMBERS/EMPLOYEES.** Walther. Talks about E911 addressing and that the Hokah Fire Department intends to canvas every house in the City to properly address residences. This is intended to be completed next month. Blank reports that we have two Work Force Development workers to begin working in the City for flood cleanup. The plan so far is to remove sheetrock and insulation in the building. I have spoken with Kevin Kelleher regarding funding for these damages. Possibly also FEMA will assist. Blank will look into these funding questions. Also Blank has spoken to Vetsch construction for a bid for the repair. Also Blank states that we are looking at clearing the back hill behind the Main Street buildings of downed timber, trees trimmed, and grasses planted. Debris removal in the Thompson Creek area would probably not be able to begin except by machine. Further discussion regarding future repair projects to be completed in the near future. Martell speaks about in stream debris removal. He has spoken to a few contractors and plans to begin these projects soon.
- 22. ADJOURN REGULAR MEETING. CLOSED SESSION – PERSONNEL ISSUES.** Motion to adjourn regular meeting at 8:30 PM by Ross second by Walther, all in favor.
- 23.** Closed session began at 8:35 PM. Martell asks for motion to leave closed meeting status. Martell reports purpose of closed meeting to discuss personnel issues. Motion by Walther, second by Ross, all in favor. Martell now asks for a motion to adjourn. Motion by Ross, second by Christianson, all in favor at 9:27 PM.

Attested this day _____ of _____, 2008

Administrator

Mayor