

**KIESTER CITY COUNCIL REGULAR MEETING MINUTES
MONDAY, NOVEMBER 8, 2010**

The Kiester City council held a regular meeting on Monday, November 8, 2010. Members present were Mayor Roger Oldfather, council members Jack Moon, Ted Mattick, Marcus Elvebak, Don Jensen, Clerk Kari Jacobson, and Marlin Albers. Members from the public in attendance were Judy Meyer, Wendy Nickel, Brian Haroldson, Brandon Hagenson, Wayne Johnson, Larry Wigern, and Jeanne Brooks.

Mayor Oldfather called the meeting to order at 7:00 p.m. Jacobson provided the election results to the council. Moon made a motion that was seconded by Jensen to approve the election results recognizing newly elected Mayor Jeanne Brooks, and Council members Monty Flaskerud, and Dean Johnson. Carried 5-0. Jacobson read the minutes from the previous meeting. Elvebak made a motion that was seconded by Jensen to approve the minutes as read. Carried 5-0.

Jacobson prepared a list of claims to be paid, a list of bills paid for October, and a list of bills paid to date for November. A motion was made by Moon, and seconded by Elvebak to approve the claims to be paid, and the financial report as presented. Carried 5-0.

Brandon Hagenson (Fire Chief) requested the purchase of 16 pagers for the fire department @ \$509.00 each with the funds from the recent fundraiser and the matching funds from Cannon Valley Foundation. Moon made a motion that was seconded by Mattick to approve the purchase. Carried 5-0. He also requested that the money received from the townships be used to purchase a CD for the department. Elvebak made a motion that was seconded by Moon to allow the clerk-treasurer to purchase the CD with the township funds. Carried 5-0.

Jacobson presented building permits for Melissa Feldt, and Robert Parriott. Elvebak made a motion that was seconded by Moon to approve their building permits. Carried 5-0.

Judy Meyer presented a library update to the council and requested permission to cancel our library contract with Wells, and change to Blue Earth. Jensen made a motion that was seconded by Elvebak to approve those changes. Carried 5-0. Judy also requested permission to offer Malinda Erickson a part time position with the library. A brief discussion followed with the council agreeing to honor her request.

Mattick brought up the cost of installing water meters. A brief discussion followed with no action taken.

Jacobson brought forth a request to lower the rent for Ultimate Design to \$225.00 per month. Elvebak made a motion that was seconded by Moon to approve the request. Carried 5-0. Jacobson questioned the rent amounts for the other offices and the possibility of putting an ad in the paper and on the cable offering those offices for rent. It was decided that the smaller offices should be \$150.00 per month and the larger office at

\$200.00 per month. Jacobson also requested an asking price for the newly vacant lot on south 2nd street, and it was decided that \$4000.00 would be the asking price. She will put an ad in the paper and on the cable channel advertising the offices for rent and building lot for sale.

Jacobson shared a bid for the year's 2010-\$5225.00/2011-\$5375.00/2012-\$5485.00 plus travel costs for the financial statement audits from Michael Burkhardt LTD. Jacobson indicated that by switching audit firms would save between two and three thousand dollars per year, and it would be in the cities best interest to approve the bid. Jensen made a motion that was seconded by Elvebak to approve the bid. Carried 5-0.

Jacobson provided the council the 2011 budget. The 2011 budget process outlines a need for 3% tax levy increase, Sanitary Sewer increase of \$2.00 per month, and a Water increase of \$4.00 per month. Jacobson suggested the council take the information and make sure there aren't any needs that have been overlooked, and a vote at the December meeting will be needed to certify the final 2011 tax levy and approve the 2011 budget. Mayor Olfather indicated a transfer of \$12,000 that was in the 2010 budget and has not been made yet from the general fund to the fire department fund should be made. Elvebak made a motion that was seconded by Jensen to transfer \$12,000 from the general fund to the fire department fund. Carried 5-0.

Mayor Oldfather brought forth a request from Brad Soma to bill him for only one water bill for his office building. He indicated that he doesn't plan to rent the apartment above his office. Elvebak made a motion that was seconded by Jensen to bill Soma for his office only. Carried 5-0.

Jacobson shared the worker's comp insurance renewal for 2011. A brief discussion followed with Moon making a motion that was seconded by Jensen for Jacobson to submit the renewal with no changes for 2011. Carried 5-0.

Jacobson informed the council that the FEMA funds have been received from the tornado for the debris removal and emergency services. She also indicated that the building has been repaired at the athletic field and she will be working on the paperwork to obtain those funds as well. Jacobson indicated that three claims for funds haven't been paid. The parties indicated that they were planning on donating their services. The council directed Jacobson to pay them and they can determine whether they want to donate the funds back to the city.

Albers provided a maintenance update to the council. He shared information regarding the updated permit, and the new requirements for the phosphorous management plan. The lift station will be repaired tomorrow, and the streets repairs have been done other than some hole filling. Albers indicated that the posts are in for the snow fence, the snow plow truck is back from being repaired and the underbody has been repaired. The council indicated the need to keep up with the training of the two part time employees.

Marcus Elvebak provided update on the grocery store freezer. Tom Cory will be the installer and will be installing as soon as the box is built.

Jacobson indicated the need to send someone to the Local Board of Appeal & Equalization training in Blue Earth tomorrow. Jeanne Brooks volunteered to attend in Elvebak's place. Carried 5-0.

Mayor Oldfather and Clerk Jacobson shared miscellaneous correspondence that has been received. Jacobson gave Albers a new flag that has been purchased by the LeRoy Koester family for the park. The council thanks the Koester family for their flag donation. Jacobson shared upcoming meetings/times with the council. Mayor Oldfather made a request that the December 13th meeting be held at 4:00 p.m. Moon made a motion that was seconded by Elvebak to change the December 13th meeting to 4:00 p.m. Carried 5-0.

Other Business: Marcus Elvebak turned in a written resignation request from his position on the council effective the end of the year. A brief discussion followed and Moon made a motion that was seconded by Jensen to approve his resignation request. Carried 4-0. Elvebak abstained from voting. Jacobson will check on the legal process of filling his position and will add it to the December agenda.

Elvebak made a motion that was seconded by Moon to adjourn the meeting. Carried 5-0.

Submitted by
Kari L. Jacobson
City Clerk/Treasurer