

Grand Meadow Council Meeting
January 9, 2023 @ 6:00 p.m.
Grand Meadow Community Center

Prior to the start of the regular meeting, James Christian was sworn in as Mayor, while Justin Bain and Blayne Stejskal were sworn in as council members.

Present: Mayor James Christian, Councilor Justin Bain, Councilor Blayne Stejskal, City Administrator Scott Kerrins, City Clerk Chris Hyrkas, Chief Jim Richardson (GMPD), Officer Domanic Merkel (GMPD), Derek Olinger (Bolton & Menk), Sarah Burmeister (Library), Travis Warmka (GMFD) and Aaron Myhre.

Absent: Councilor Ryan Queensland

CALL TO ORDER – The monthly meeting of the Grand Meadow City Council was called to order at 6:03 p.m. followed by the Pledge of Allegiance.

APPOINTMENT TO FILL VACANCY – J. Christian nominated Aaron Myhre, who obtained the next highest number of votes during the election, to fill the vacancy. Motion by B. Stejskal, second by J. Bain for Aaron Myhre to fill the vacancy on city council. Motion carried unanimously. Aaron Myhre was present, accepted the appointment and was sworn in.

CONSENT AGENDA – Motion by J. Bain, second by B. Stejskal to approve the consent agenda. Motion carried unanimously.

The regular meeting was suspended by J. Christian at 6:05 p.m.

HEARING FOR ABATEMENT OF ALLEDGED NUISANCE PROPERTY – The hearing for abatement of property at 312 1st St NW was opened by J. Christian at 6:05 p.m. S. Kerrins reviewed the steps taken thus far, which included two notification letters and the notice of hearing. The council determined the property is a nuisance and the resident will be given until March 12, 2023 to remedy the problem. J. Bain inquired if the resident was informed of the hearing or a notice was just put up. S. Kerrins responded the notice had been sent by certified mail. The hearing was closed by J. Christian at 6:11 p.m.

HEARING OF PROPOSED ORDINANCE – LICENSING OF BUSINESSES SELLING CANNABINOID PRODUCTS – The hearing for the proposed ordinance was opened by J. Christian at 6:11 p.m. S. Kerrins provided the background on how the proposed ordinance came about. J. Christian queried for confirmation that this will replace the current tobacco license and B. Stejskal asked if Glynn’s Motor Mart, SBL and Grand Meadow Market were the only

business currently selling tobacco. Both questions were confirmed as correct. The hearing was closed by J. Christian at 6:14 p.m.

HEARING OF PROPOSED ORDINANCE – REGULATIONS OF STREETS AND

SIDEWALKS – The hearing was opened by J. Christian at 6:14 p.m. S. Kerrins provided the background to how the council arrived to this point. J. Bain commented he felt sidewalks were important for safety reasons. Discussion ensued on whether additional sidewalks should be added to the proposed map such as Pheasant Run. The sidewalks in this area are newer, it's a common route to school and it was thought that there were covenants already in place requiring them, which is not the case. J. Christian suggested this be looked at more, since there are fresh eyes with the new council members. S. Kerrins was directed to contact the City Attorney to have him begin drafting an ordinance with the final locations to be determined. The hearing was closed by J. Christian at 6:21 p.m.

The regular meeting was reopened by J. Christian at 6:21 p.m.

REPORTS

A. Library – In addition to the submitted report, S. Burmeister added that she had visited with a wood worker regarding building shelves. The individual said they could be built far cheaper than ordered and an estimate is forthcoming.

B. Ambulance – Written report submitted. No questions from council.

C. Public Works – Written report submitted. J. Bain inquired how many inches of snow must fall before the plow goes out. S. Kerrins replied that he wasn't sure if there was a measurement for when plowing begins, but there is for parking.

D. Police – In addition to the submitted report, J. Richardson stated it was another busy month and they have a few open investigations.

E. Fire – Written report submitted. No questions from council.

F. City Clerk – C. Hyrkas reported switching accounting and payroll to the new computer system is 100% and the utility billing is the only module left to transfer. B. Stejskal asked if the new system is Banyon and if water bills would be switching over. S. Kerrins confirmed the name and that it would be used for water bills. B. Stejskal inquired if that would make things smoother or would cards still be mailed out. S. Kerrins explained there is a third-party vendor so you will be able to pay online, look at past and present bills and request paper or electronic bills. This vendor can also be used to complete mass mailings to all residents. B. Stejskal also asked when this would go into effect to which S. Kerrins described what needed to be done before going live and a date was not yet determined. B. Stejskal questioned if it will make it easier in compared to how things were done to which S. Kerrins explained the reading process will not change and was very efficient, but the administrative portion of mailing will be more efficient. J. Bain inquired if we would still be notified if someone does not pay, which S. Kerrins confirmed and went on to explain the process of addressing past due water bills. B.

Stejskal wanted to know how much was past due to which S. Kerrins replied was approximately \$6,000.00 plus interest. B. Stejskal wanted confirmation there are finance charges each month if people are behind to which S. Kerrins confirmed there was a monthly late fee.

G. City Administrator – Written report submitted. J. Bain inquired what the game plan was for the Mower County American Rescue Plan Act funds and if they needed to be used by a certain date. S. Kerrins replied the application included park improvements and building repairs and would confirm if there is a deadline to spend the funds.

OLD BUSINESS

A. Lift Station/Street projects update

- i.** Lift Station pay application #2 – D. Olinger reviewed the bill and when work will stop this year. J. Christian inquired how far have they gone with the force main boring, and B. Stejskal inquired how large was the pipe to which D. Olinger replied past the bridge and eight inches. Motion by A. Myhre, second by B. Stejskal to approve pay application #2 in the amount of \$285,115.90. Motion carried unanimously.
- ii.** Street utility pay application #4 – D. Olinger reviewed the project and bill, which mainly consists of materials already ordered and onsite for next year, and liquidated damages. He also explained liquidated damages will continue to be added when appropriate. B. Stejskal asked if the materials would be stored at the south end of town and if the liquidated damages were on the pay application, which were confirmed by D. Olinger. Motion by J. Bain, second by B Stejskal to approve pay application #4 in the amount of \$516,282.65. Motion carried unanimously.

NEW BUSINESS

A. Fee schedule – The council reviewed the fee schedule with discussion ensuing on the bulk water rate, edible cannabinoid license and application fee. After detailed scrutinizing, motion by A. Myhre, second by J. Bain to approve the current schedule with the following changes:

- Increase bulk water fee to \$15.00
- Set the edible cannabinoid license at \$1,000.00
- Increase application fee to \$50.00
- Add peddler and fire fees to the schedule

B. Approval of bank account access and signor – Motion by J. Christian, second by A. Myhre to remove Sandy Fenton from accounts and add the Mayor Pro Tem when committee assignments are completed.

RESOLUTIONS

A. 2023-001 – Sending Notice of City Council Order – 317 Main St N – Motion by B. Stejskal, second by J. Bain to approve the resolution. Motion carried unanimously.

- B. 2023-002 – Sending Notice of City Council Order – 312 1st St NW – Motion by J. Bain, second by A. Myhre to approve the resolution. Motion carried unanimously.**

APPROVAL OF COMMITTEE ASSIGNMENTS

- A. Mayor Pro Tem – Motion by J. Christian, second by A. Myhre nominating R. Queensland as Mayor Pro Tem. Motion carried unanimously.**
- B. Library – Motion by J. Bain, second by J. Christian nominating J. Bain to Library Board. Motion carried unanimously.**
- C. Police – Motion by J. Christian, second by J. Bain nominating J. Christian as Police liaison. Motion carried unanimously.**
- D. Fire – Motion by B. Stejskal, second by J. Christian nominating B. Stejskal as Fire liaison. Motion carried unanimously.**
- E. Ambulance – Motion by B. Stejskal, second by J. Christian nominating B. Stejskal as Ambulance liaison. Motion carried unanimously.**
- F. Public Works – Motion by A. Myhre, second by J. Christian nominating A. Myhre as Public Works liaison. Motion carried unanimously.**
- G. Planning & Zoning – Motion by A. Myhre, second by J. Christian nominating A. Myhre to Planning and Zoning committee. Motion carried unanimously.**
- H. EDA – Motion by J. Christian, second by J. Bain nominating J. Christian and R. Queensland to EDA Board. Motion carried unanimously.**

OPEN FORUM – None

ADJOURN

Motion by B. Stejskal, second by A. Myhre to adjourn the meeting. Motion carried unanimously. The time was 7:13 p.m.