**City Council Meeting**

**Minutes**

**2/04/2020**

The February 4th, 2020 Council Meeting was called to order at7PM by Council President Dauner. Council members present were Able, Becker, Dauner, Klos, and Tyler. The City Attorney Mr. Miller was also present.

Pledge of allegiance was led by Council President Dauner.

Sheriff Jacobs was present to receive questions regarding the disposition of the dogs across from the grocery store. The Sheriff said that he has not contacted them or sent a letter, however, the dogs are not currently a nuisance. Councilwoman Abel asked the Sheriff about texting and driving. The Sheriff will check into it. Councilman Becker asked the Sheriff about the number of tickets issued to the city. The Sheriff said he would check; however, the city produced that information immediately after the question. Mr. Miller asked if the city was keeping all the money produced from fines and the city said yes. He said the courts should be getting a small percentage. The city will inquire regarding the percentage and begin forwarding the money to the courts.

Steven Porter talked about the battery backup at the community center. Said that the entire circuit board needed replaced. Also, a generator was discussed since it is designated as an emergency shelter. Councilman Becker suggested that the City and County Emergency Management do research on the designation and what type of backup power should be installed.

Jenny Russell updated the council on Community Development and reminded the council about the February 20th Government Training for Mayor, Council, Administrators, and other government employees in the Burr Oak Library at 5:15PM. Grant requests for the Jewell County Foundation are due by May 1st. Jenny request funds for the foundation be approved in the amount of $3140 by the council.

Tammy Finnell updated the council on the Mammoth Festival and Summer Music. Mammoth Festival will be held on June 19th and 20th. Tammy is the Special Activities Director at the Mankato City Library.

**Old Business**

Minutes was read and approved. Motion carried 5-0

Family Health Care was discussed by the Council and Mr. Miller. Mr. Miller is scheduled to discuss our current policy with Blue Cross and Blue Shield. Council requested more information from City Administrator including pricing from other Health Care Providers before proceeding. Tabled until next council meeting.

Establishment for a City Website was approved with JENRUS Freelance as the designer and NCKCN our web host and domain. Councilwoman Abel motioned to approve and Councilman Tyler seconded. Motion carried 5-0

The adoption of an official City Seal and logo was discussed. Council liked the reverse side of the 1972 bicentennial coin. Council asked if Jenny Russel could detail it for the city. She said yes. Councilman Becker motioned to approve and Councilman Tyler seconded. Motion Carried 5-0

Uniforms were discussed. City Administrator informed council the uniform company rep was delayed due to an illness. Will have samples for next council meeting.

115 N High Street building was discussed. City Administrator informed council that he had received a quote from Mr. Manley, a Structural Engineer the city has used in the past. Mr. Manley provided the city a quote in the amount of $1430 to inspect and provide a report for 115 N High Street. Councilman Tyler motioned to approve and Council President Dauner seconded. Motion carried 5-0

Water and Sewer Project were discussed. City Administrator informed council bids will be available for inspection and possible cleaning of the water storage reservoir at the March Council Meeting. Sewer lines will be inspected and cleaned once the ground dries a little more to prevent vehicles and machinery from being stuck. If the weather is dry in March crews may start the inspections.

Jenny Russell requested approval for a donation in the amount of $3140 that will go towards the Jewel Community Development Foundation fund. Councilman Becker motioned to approve and Councilwoman Abel seconded. Motion carried 5-0

**New Business**

Councilman Tyler presented a grant request for tree trimming and stone and shelter repair at the City Park in the amount of $3930. Jenny Russell said that the grant can be approved up to $5000 and needs to be in by May1st. Kristi Westgate said that she can write the grant. Councilman Becker motioned to approve and Councilwoman Abel seconded. Motioned carried 5-0

Councilwoman Abel presented and update on the Landbank Ordinance and meeting. The Landbank meetings are held the third Wednesday of each month.

Councilwoman Abel expressed concern regarding the cleanliness of the floors at the community center and the Library entrance. The floors need to be stripped and waxed. The city will have several quotes available for performing the necessary work at the next council meeting.

Request approval to increase Brian Shulda’s pay to $125. Councilman Tyler motioned to approve and Councilman Klos seconded. Motion carried 5-0.

The purchase of a Courts Module and a Purchasing Module was discussed for G-Works software system the city currently uses and owns. The Courts Module will allow more accuracy with tickets and fines. The purchasing Module will allow the city to control funding more precisely improving account balances by allowing encumbrances to be made immediately on issue of purchase orders. Request approval for the combined cost of the Courts and Purchasing module in the amount of $5500 and an annual cost for license and support $460. Councilman Klos motioned to approve and Councilman Tyler seconded. Motion carried 5-0

City safety inspection and fire extinguishers were discussed. City Administrator presented a cost to the council. Council agreed that extinguishers need to be replaced. Council President Dauner suggested we wait until on more pricing and then present at next council meeting.

Consent agenda approval. Councilman Klos motioned to approve and Councilman Tyler seconded. Motioned carried 5-0

City Administrator requested that Electrical Department be approved to purchase $3802.70 of much needed electrical tools and equipment to make their job more efficient and safer. Steven Porter was present to explain why it was needed. Councilwoman Abel motioned to approve and Councilman Becker seconded. Motion carried 5-0

City Administrator requested council to give him a spending authority to perform city business. The council approved an amount not to exceed $5000 for each purchase always maintaining good stewardship of city funds. Councilman Tyler motioned to approve and Councilman Klos seconded. Motion carried 5-0

Request approval of a CMB license for 119 E Jefferson. Mr. Miller stated that the requestor Mr. Hennion will need to prove his residency preferably in person at the council meeting. In addition, all CMB licenses will not be accepted for council to look at unless they are turned into the city no later than a week prior to the next council meeting. This will allow the City Attorney to ensure it meets all legal requirements. This applies to all license requests. This will be tabled until Mr. Hennion provides proof of residency.

A request by the City Administrator to establish a city newsletter. Councilwoman Abel suggested we post it on face book. In addition, Kristi Westgate said we can place copies of the newsletter at various public places around the city including City Hall. This will give all the public access to the newsletter. Councilwoman Abel motioned to approve the newsletter and Councilman Becker seconded. Motion carried 5-0

Council President Mr. Dauner requested an Executive Session for 10 minutes starting at 9:58PM to discuss legal matters with Mr. Miller. Session ended at 10:08PM. Councilwoman Abel motioned to enter the executive session and Councilman Klos seconded. Motion carried 5-0

Council President Dauner requested to enter a second Executive Session for 5 minutes starting at 10:10PM. Session ended at 10:15PM. Councilwoman Abel motioned to enter the session and Councilman Klos seconded. Motion carried 5-0

**Meeting Adjourned.**

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Lyle Dauner, Barry K. Parsons

Council President City Administrator