

MINUTES OF COUNCIL MEETING
November 21, 2016

A regular council meeting was duly called to order at 5:00 p.m. by Mayor Dorothy Behne on Monday, November 21, 2016 with members Carroll Behne, Dorothy Behne, Kurt Olson, Brad Ringnell, and Jeff Ross present. Also present City Admin/EDA Director Sam Hansen and Deputy Clerk Kym Christiansen.

In open public comment, Carlee Hunter asked about the alley behind the Village Apartments and the level of maintenance that it would receive.

Motion by Olson to approve the agenda, second by C. Behne, carried.

Motion by Ringnell to approve the minutes as amended, second by Olson, carried.

Consent agenda including payment of bills was declared approved.

Motion by Ringnell to approve Resolution 2016-25 Accepting donation of \$4,800 from the Sherburn Civic and Commerce for the Park Equipment, second by Olson. Ringnell, yea; Olson, yea; Ross, yea; C. Behne, yea; D. Behne, yea. Resolution 2016-25 approved.

Motion by C. Behne to approve Resolution 2016-26 Accepting Donation of \$1,320 from Federated Rural Electric Trust for the Purchase of Three Ditch Bags, second by Olson. C. Behne, yea; Olson, yea; Ringnell, yea; Ross, yea; D. Behne, yea. Resolution 2016-26 approved.

Motion by C. Behne to approve the pull tab request for Martin County West After Prom in the amount of \$600.00, second by Ringnell, carried.

City Admin/EDA Director Hansen presented an edited version of his contract for council review. The agreement has been modified to reflect the information that would be discussed with Chief Hughes. The agreement still needs to have review done by Springsted and Jim Wilson. Hansen stated that there may be a minor change to other positions in terms of pay equity. Discussion on the agreement followed. Motion by Olson to accept the administrator agreement with Chief Hughes effective on November 28, second by Ringnell, carried.

Hansen presented an adjustment in the City Hall Office Hours. The adjustment will help current office to complete task without interruptions while having a minimum impact of the hours that City Hall is open to the public. The proposed regular hours are Monday-Thursday 7:00-12:00, 1:00-4:00 and Friday 7:00-12:00. Office staff will work 12:30-1:00 Mon-Thurs, and an additional hour on Friday afternoon. Summer hours will remain the office with the exception of being closed from 12:30-1:00 or 4:00-4:30 Monday-Thursday. Motion by Ross to accept the adjustment in City Hall Office Hours effective November 28 with review in a couple months, second by Olson, carried.

Motion by Ringnell to approve Resolution 2016-27 Acknowledging City Administrator Sam Hansen for 4 Years of Public Duties with the City of Sherburn, second by Ross. Ringnell, yea; Ross, yea; C. Behne, yea; D. Behne, yea; Olson, yea. Resolution 2016-27 approved.

Administrator Report

- Water Treatment Facility meeting was held on November 17 and ceiling is being installed and the brick is arriving. The Reverse Osmosis is scheduled to be on line in summer of 2017 with public information meeting being scheduled after the first of the year.
- City Hall will be closed on November 24 and 25 for the Thanksgiving

In other business, Councilor Olson asked if when the no truck signs will be placed on West Temperance Road. Councilor Ringnell asked about the WI-FI at the Liquor Store. Midwest IT will be coming to install a Sonic Wall at the Liquor Store to help with the WI-FI. Councilor Ross asked about snow removal ruining the new pavement of West Temperance Road and for update about the platform lift at the Community Hall.

At 5:30 p.m. council went into closed session for the purpose of employee reviews. Motion by Ringnell to adjourn closed session, second by Olson, carried. The regular council meeting reconvened at 6:15 p.m. Motion by Ringnell to grant a two-step increase for Liquor Store Manager Frolik and rest of the wage increase will be discussed at the December 19 meeting, second by Olson, carried.

Motion to adjourn by Ringnell second by Olson. Meeting declared adjourned at 6:37 p.m. at which time the council entered into a Budget Workshop.

Deputy Clerk Kym Christiansen