

Spicer City Council
Regular City Council Meeting
Tuesday May 15, 2018
5:30 p.m.

Mayor Baker called the regular Spicer City Council meeting to order Tuesday May 15, 2018 at 5:30 p.m. Council members present: Troy Block, Jesse Gislason, and Shelly Munyon. Absent Robin deCathelineau. Also present: City Administrator/EDA Director Leslie Valiant; Public Works Superintendent, Dan Haats; Lakes Area Review, Brett Blocker and Finance Officer, Chris Johnson.

Roll Call was followed by the Pledge of Allegiance.

Public Comments: None

Troy Block motioned to approve the consent agenda; Shelly Munyon seconded. Motion passed unanimously.

- A. Approve Council Minutes – May 1, 2018
- B. Payment of Bills \$79,918.44
- C. NLS Baseball Temporary Liquor License

New Business:

Conway, Deuth, & Schmiesing, City Auditor Justin McGraw presented the 2017 Audit. Overall the City is in a good net position with the cash fund balances is in a good state. Current assets decreased; the main reason is a decrease in cash due to debt service payments and capitol asset additions. The General fund increased; the main factor was some intergovernmental fund loans were paid back. The General Governmental fund is very healthy and could cover approximately 15 months of expenditures.

The proprietary funds or enterprise funds experienced a decrease in the sewer balance; operating costs did exceed revenues. The water fund had an increase; this is attributed to interest on investments.

Three noncompliance issues were noted. The New York Life Annuity is not an authorized investment; the City is aware of this. Broker certification was not provided and pledged collateral at Heritage Bank was not covering the deposits; this has been corrected. Under government auditing standards there were 2 deficiencies noted; limited segregation of duties and auditor prepared financial statements; due to the size of the city these items are unavoidable. General recommendations are to continue to work on fiscal policies and/or procedures documentation; noted that the City is doing this well. It is also recommended to review the sewer rates to build up the sewer cash balance. ***Shelly Munyon motioned to accept the audit, Jesse Gislason seconded. Motion passed unanimously.***

No City Engineer update.

Administrator Valiant discussed a project Rolf Figenskau is doing. The P&Z Board reviewed his building permit and had some questions regarding setbacks and lot lines. Rolf had the property surveyed. City Engineer, Randy Sabart; Administrator Valiant conducted an onsite review with Rolf because there is a 20' and 10' easement on the property. Rolf's property is along the south side of a drainage ditch, Rolf will place the building outside of the 20' easement but part of the building will be on the 10' easement. Randy assessed the placement and was ok with it. Administrator Valiant stated that the drainage ditch easement

needs to be cleaned out. Neil Stai gave an estimate of \$3,500 to clean it at the same time he is doing the work for Rolf. Administrator Valiant requested Council's approval to have Stai do the cleanup. **Troy Block motioned to approve having Neil Stai perform the cleanup, Shelly Munyon seconded. Motion passed unanimously.**

Old Business:

Administrator Valiant updated on the Council on the following

1. City Engineer Sabart should have a cost for the Latham property site and survey work at the next Council meeting.
2. Intelli-streets the equipment to sync the banner to the speaker is in; also the speaker should be installed this week. Jim and Tom will be coming to work with Lisa on the reader board.
3. The Governor's Fishing Opener was a great success. Beth Fisher has received a lot of great comments.
4. During the fishing opener, Kelly Morrell had a discussion with Governor Dayton and representatives regarding the Hwy 23 project. Aaron Backman has sent a callout to get an earmark for \$105,000,000 to fill the gaps. Everyone is requested to email all Senators and Representatives to try to get the money added on to the bonding bill.
5. Fish cleaning station - Public Works Superintendent, Dan Haats reported that it is open. Troy asked about brushes for cleanup. Haats will get some for it and will be making some cutting boards.

Public Works Report:

PW Superintendent Haats discussed an issue with an alley on 4th Avenue. The resident located at 115 4th Ave has blocked it off with a barricade. Haats spoke with the home owner and he claims it is his property and has since then put his boat and truck in the alley blocking it off. The Sherriff has been contacted and will be contacted again.

PW Superintendent Haats reported that he met with Randy Sabart and Robert Sogge from the Sewer District. The Sewer District will be reconstructing the lift station by the fire hall. All of the siren equipment is located in that building and it should be on City property. The Fire Department has ordered a generator and has the pad poured by the west wall. Dan's recommendation is to move the equipment out of the County building into the building that the generator will go in. He is working on getting quotes for the cost to move the equipment.

PW Superintendent Haats has a meeting with the DNR on Friday regarding cost sharing of crack filling the DNR parking lot. Using rubber to do the perimeter is \$4,100 to use maskus and rubber together would be \$6,900. **Troy Block motioned to approve \$4,100 for crack filling at the DNR west parking lot, Shelly Munyon seconded. Motion passed unanimously.**

City dock installation started today expect to have dock completed Wednesday.

PW Superintendent Haats reported Karen's Electric did not reconnect the power to the outlets located south of the DNR Boat ramp exit. These outlets are used by the commercial club during the 4th of July. Administrator Valiant stated that the DNR doesn't put electricity into any of their sites so the electric was not mapped out well in the original plan. When the

work was being done staff had changed the location of the panel. There had been discussion with Karen's Electric about hooking up the power to the outlet that the vendors use; it did not get done. Mayor Baker requested that the City go out and gets quotes to increase the panel and get power to the outlets.

Administrator/ EDA Director's Report:

Administrator Valiant nothing additional to discuss.


Other:

Jesse Gislason asked if there could be a broom left at Beach Street Park for sweeping the courts. Haats stated that there were brooms there last year; he will get them back in place.

The next Council Meeting will be Tuesday, June 5th at 5:30 p m.

Shelly Munyon motioned to adjourn the regular council meeting at 6:38 p.m., seconded by Jesse Gislason. Motion passed unanimously.

Respectfully submitted by:


Leslie M. Valiant, City Administrator