

City of Ormsby

PO Box 507
Ormsby, MN 56162

Watonwan/Martin County

Ormsby City Council Meeting **January 7, 2013**

Oath of Office – Was taken by new members – Sara Schultze, Mayor, Dustin Fedder, City Council, and Dawn Hanson, City Council.

Meeting was called to order at 7pm by Mayor, Sara Schultze.

Roll Call:

- Members Present: Sara Schultze, Dustin Fedder, Dave Pettis, Dawn Hanson, Charlie Waterbury
- Others Present: Maritza Heimzman, Phylliss Wagner

Approval of last month's minutes:

Last month's financial reports and minutes were read and approved on Motion by Pettis and Second by Hanson.

Presentation of Claims:

Clerk Notes that the BAB interest form was submitted - \$4500 should be coming, Will be billing out FD section rates this month. Had a meeting with Jerry from Roessler and Nuss regarding how to split utility accounts, questions of things I have come across, EOY items, and updating QuickBooks. Will put a new QuickBooks program on a wish list for 2013.

Claims were reviewed and signed by city council members. Approval to pay claims was made on Motion by Waterbury and Second by Pettis.

Annual Review:

- Depository of Funds – Ormsby State Bank
- Legal Consultants – Sunde, Olson, Kircher, and Zender
- Health Officials – City Council
- Weed Inspector – Charlie Waterbury
- Deputy Mayor – Dave Pettis
- Deputy Clerk – Dawn Hanson
- Clerk & Water Billing – Nicole Van Wyk @ \$11/hour
- Base Salary for city jobs @ \$6/hour
- Election Judges @ \$10/hr
- Custodian/Caretaker- Karen Waterbury - \$10/time
- Hall Rent - \$50
- Fire Hall Rent - \$75 – Motion by Fedder and Second by Pettis to increase rent from \$50 to \$75
- Authorized to sign checks – Current City Council Members
- Animal Enforcement – Watonwan County Sheriff
- Water/Wastewater Contact – Sara Schultze
- Water Shutoff Contact – Dave Pettis
- Locate Contact – Sara Schultze
- Snow Removal Contact – Sara Schultze/Jerry Christensen
- Motion to pay bills and transfer CD funds in an emergency situation was made by Pettis and Second by Fedder. Motion carried a 4-0 vote.

* Motion by Hanson and Second by Fedder to approve all Annual Review changes.

* Reviewed Contact Information and Procedure Sheet and made additions and corrections.

The City of Ormsby is an equal opportunity provider and employer.

Fire Dept Update:

- Received insurance money in July for fire hall repairs. There is still \$18,548 in bills pending. Will need to plan for those upcoming bills when reviewing financials.
- Will plan a meeting between members of the City and Fire Dept to review the processing of Fire Dept. bills and grants.
- FD update: Annual Meeting set for January 8, 2013 at 7:30pm in the Ormsby Fire Hall. Section Rates will be discussed at the Annual Meeting and are currently set at \$100/section. The Fire Dept will be presenting a \$25/section rate increase for a Truck Fund Savings. This would bring the section rate to \$125/section. Waterbury Motioned to approve billing the townships and setting the section rate at \$100 or \$125/section depending on what was decided at the Fire Dept Annual Meeting on 1/8/13. Fedder Seconded the motion.
- Snow Removal in Front of Fire Hall : The issue of snow removal in front of the fire hall was discussed. It is a liability to the City to continue to have the snow on the sidewalks and in front of the garage doors at the hall. A fire dept member could be injured or damage could happen to a truck. In the past, volunteers have generously removed the snow from in front of the building and doors.
The City Council will ask for bids for snow removal in front of the City Hall – the sidewalk area – and in front of the Fire Hall – the sidewalk and garage doors – to be submitted by the next city council meeting on Feb. 4th, 2013. A person will be hired at that time. Temporarily it was decided to hire Francis Wagner at \$25/time to remove snow in front of the City and Fire Halls until the Feb. meeting when bids can be reviewed and someone hired. Postings for bids will be made in Ormsby. It was proposed that the City will begin to include snow removal as part of the lawn mowing bid in the spring.
On a Motion by Pettis and Second by Hansen it was decided to bid for snow removal as stated above and hire Francis Wagner as interim for the job.

Water/Wastewater:

- Odin Ormsby JP Board Meeting Minutes and Financials were reviewed by the council.
- Discussion and Concerns regarding I&I in the City of Ormsby.
- If you would go off of RRRW #'s the split should be 56/44 split from current split that is an annual savings of \$1,321.09. In reality the chasing and digging for that amount is probably not worth it. However, the bigger concern is if the city goes beyond the MPCA permitted amount of gallons. The fines for that could be much more than the \$1,300.
- I & I: Sump Pumps – Found that letters were sent but an inspection follow up was not done. Sump Pumps can contribute significantly to I&I issues. Will send out notice in the March city bill that sump pumps need to be rerouted by April. On a Motion by Waterbury and Second by Fedder that the council will do inspections in April to check that sump pumps have been rerouted and if not the ordinance will be enforced.
- Possibility of tiles connected in system causing the I&I. The camera project that was done did not find anything as it was dry during the camera project.
- Nicole will continue to try to set up a meeting time with the City of St. James, Wastewater Operator regarding the concerns of I&I. Will report any findings at the next meeting.

- **Water Disconnection List:**

John Ranniger - \$381.27 – Disconnection Letter
Anytime Comfort - \$205.31 – Certified Disconnection Letter
Bryan Winkelman - \$377.97 – Disconnection Letter
Jeff Ebeling - \$81.49 – Warning Letter
John Gerdes - \$172.83 – Warning Letter – partial payment made
Marilyn Hippert - \$217.00 – Disconnection Letter

- Discussion by the council members were made in regards to procedures in regards to utility disconnections and letters. The clerk will bring the list to the council each meeting and they will designate the action to be taken. Nicole will check with the City of St. James, Water Operator on how much winter disconnections would cost the City of Ormsby and will report back at the next meeting.

Mayor's Agenda Items:

No Additional

Council's Agenda Items:

Concern was raised to two council members by citizens in regards to handling issues with ordinance enforcement and residents. It was discussed by council members that all matters should be handled respectfully and to follow the procedures in place. It was noted that complaints were received about a car on a trailer being in the way for snow removal – the trailer/car was moved.

Citizens Petitions, Requests, Complaints:

Martiza Heinzman and Phyliss Wagner came to the council to request opening the City Hall building for walking for the winter months. They feel it would be a benefit to many residents who enjoy walking all year long. Phyliss could have a key and would be responsible for making sure the building was open and locked as requested. It was discussed that there would be no water/bathroom available for use and that clean, dry shoes would need to be worn. Sara will check with the insurance company on any liability issues. A Motion was made by Waterbury and Seconded by Fedder to approve opening the City Hall for walking during the winter months pending insurance approval. Sara will check on insurance questions and if approved will get Phyliss the key.

Announcements:-Next regular meeting: **February 4th, 2013 @ 7pm**

Motion to adjourn: Made by Fedder and Second by Pettis

Respectfully Submitted by Nicole Van Wyk, City of Ormsby-Clerk: