

**City of Pillager
City Council Meeting Minutes
October 13 2015**

Mayor Van Hal called the regular meeting to order at 6:30 p.m. The pledge of allegiance was said. Council Members present were Leroy Smith, Paul Odenthal, and Bret Mattheisen. Council Clarence Voitalla was absent. Guests at meeting were Jason Murray, Noah Goedker, Cindy Barnett, Donna Klimek, Jamie Hauge, Rocky Waldin, Ann Meyer, Scott Wilson, and Pamela Withage. Staff present was Administrator Terri Wickham.

Scott Wilson of the Cass County HRA explained to the Council that he is getting ready to reapply for the Small Cities Development Grant. They are looking at 10 owner occupied rehab development and possibly twelve. For the commercial rehab they need to have a comprehensive study, and would allow up to \$40,000 for a project but would have to have a match from the property owner for a total project rehab of \$80,000. This would be for 2-8 businesses that could be helped. Mr. Wilson requested the approval of the resolution allowing him to move forward with the SCDG application for 2016. The pre-application will be due on November 16, 2015 and full application is due February 2016 and awarded in May of 2016.

Motion by Council Mattheisen to approve Resolution Number 1013-15-2 allowing the application to be filed for SCDP Funds, seconded by Council Smith, motion carried unanimously.

Jason Murray from David Drown and Associates stated he is in the process of setting up a housing Tax Increment Finance District in the Crossing Plat for residential. It would carry for 26 years. He stated there are some requirements including income requirements. For a family of two or less it is right around \$77,000 and for three or more it is approximately \$83,500. This would be an application process going through the City. The TIF District would be to help the City collect the past costs in those lots. This would be a new construction program. There would be approximately 34 lots included in the District. The cost would be \$5500 for the setting up of the TIF District and about \$500 for misc. including copies for a total of \$6000 half of which will be paid by NJPA. Final cost to City will be approximately \$3,000.

Motion by Council Odenthal to approve Resolution Number 1013-15-1 the setting up and development of a TIF District with a public hearing being December 8th, seconded by Council Mattheisen, motion carried unanimously.

Visitor Form:

Rocky Waldin from Chanhassen MN had a question regarding lots on Buckskin Ave. and Pillsbury St. He is moving to the area and would like to build a pole barn for storage. He was informed that we would research this issue. Council would like see a drawing of what his plans are.

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Noah Goedker from Riechert Realty was present to get more information on the lots that we have for sale in the Crossing. He stated he had interested parties.

Donna Klimek addressed the Council regarding the Second Annual Pillager Community Christmas Party. She requested a donation to help pay for the party. Last year was a huge success with approximately 200 people. Council will discuss. **Motion by Council Smith to donate \$300 to the Pillager Fairboard's second annual Christmas party, seconded by Council Odenthal, motion carried unanimously.**

Jamie Hauge inquired about who was in charge of plowing the skating rink. Last year the school used the broom because it was easier on the ice. Craig can do it with the truck but the broom is easier on the ice.

The Minutes and Expenses for September 8, 2015 were discussed. **Council Smith stated he thought the wording was reversed in the Mayors Report. It should say unnecessary overtime; the change was made to the September minutes.** The Mayor stated the resolution she presented to the Council did not state they should not be paid for overtime it asked that the City Administrator not approve any overtime. The Mayor would also like the paragraph stating that a non- city resident had called Deputy Loftis a big mouth and later shushed her and Councilmember Odenthal to be removed from the minutes as it was in the audience and not at the table. The Clerk did not remove them as it gives validity to harassment in the work place. Due to these reasons the September 8, 2015 minutes approval was tabled until the November meeting. **Motion by Council Smith to approve the September 29, 2015 Special Meeting minutes as presented, seconded by Council Odenthal, motion carried unanimously.**

Motion by Council Mattheisen to approve the 2014 audit as presented at the September meeting, seconded by Council Smith, motion carried unanimously.

Six cleanup letters were sent out to the properties in violation of the junk ordinance. A question was raised if a resident could live in a travel trailer on the property while waiting to rebuild his house after it burned down in February 2015. We believe there is a state statute or rule that allows people to rebuild in the same footprint within eighteen months if there has been a disaster causing the loss of a home. Council Mattheisen felt we needed to contact City Attorney Brad Person and see what our options are. City Administrator Wickham will contact Mr. Person.

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The Crossing Lots were discussed. Staff has put together a sheet with suggested prices of each lot, with an amount of \$8,000 dollars to be returned to the homeowner if a completed home with a Certificate of Occupancy is completed within 18 months from the purchase date. The price includes the Sac/Wac and all assessments. There is a lot that is not buildable so it was combined with an adjoining lot. **Motion by Council Smith to approve the suggested selling price that staff put together, seconded by Council Mattheisen.** Discussion was held on the type of house that could be built. Council Smith stated that unless we want to rewrite the ordinance, it doesn't matter what size the house is. City Administrator asked Council Smith if he would like to amend his motion to include the \$8000 refund if they have a Certificate of Occupancy in hand in eighteen months, and would include the SAC/WAC and all assessments in the selling price. **Council Smith amended his motion to include the complete proposal as presented (see attached), seconded by Council Mattheisen, motion carried with Council Odenthal abstaining.**

Mayor Van Hal passed out a resolution that came out of their closed session regarding the sick leave a staff member has requested to buy back. They were informed the resolution was wrong. There are more hours than what is stated. **Council Smith made a motion to approve Resolution Number 1013-15-3;** City Administrator Wickham explained again the resolution is wrong. It has the wrong leave dates. Mayor Van Hal stated she believed that City Administrator Wickham's attorney was given a copy. This was the first time the Administer has seen the resolution and it did not go to her personal attorney. She also requested in writing the information from the short term disability insurance company on how they stated it should be handled. She informed Council her leave dates were January 14, 2014 through April 28, 2015. Mayor Van Hal informed City Administrator Wickham they were not going to discuss it with her. Mayor Van Hal stated the City did not have to do anything. City Administrator Wickham stated it needed to be discussed and stated it had been made a big deal and didn't need to be. Council could have made a decision and saved a lot of money. She wanted it known as part of public records it was not illegal to request to buy back this sick leave as it has been done in the past. Council Smith stated it was not illegal but was highly irregular. Mayor Van Hal stated the Department of Labor said it was not done correctly. Mayor stated they were not going to talk about it as it was not with City Administrator Wickham. Council Mattheisen and Council Odenthal stated they were not going to second with the incorrect dates in resolution. Council Mattheisen asked if there was a date they could put in to make it correct. City Administrator Wickham stated the dates were from January 14 through April 28. Council Odenthal stated it should say she took 21 days and she would be reimbursed for 15 of those days, **Mayor Van Hal seconded motion.** Council Mattheisen asked if they put January 14, 2015 through April 28 2015, would that be acceptable. City Administrator Wickham said yes. **Council Smith stated he would amend his motion to include correct dates, motion carried unanimously.** The Mayor said at our meeting they talked about a second resolution and the attorney advised them to table that for now.

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Mayor Van Hal brought up the hiring of the police officer. She wanted this to be on their mind. Officer Wiebolt is doing a good job. Council will need to make a decision by end of the year.

Live Nativity will be at the Pillager Fairgrounds, December 9 and 10, 2015. The proposed entrance is on the west side by the recycling dumpsters. The Mayor wanted to know if the road to the water tower was city owned or who owned it. It is a private road shared with the Fairboard and the City. City Administrator Wickham informed them to be aware of the City wellhead in that area. The plan is to come in, turn where the gates are on the Fairgrounds continue through the Fairgrounds and exit out the Southwest entrance onto East Second Street. Council Smith will talk to Craig Boyer about the proximity of the well in regard to the proposed route.

Gary Greenheck is resigning as the EMS Director as of December 31, 2015. The Administrator will be speaking to Les Fundine, to see if he would be willing to take over that position for the City. Mr. Fundine was recommended by Mr. Greenheck, and due to his involvement for many years on the Pillager Fire Department, would already be fully trained for this position.

Mayors Report:

Dollar General is opening this week. Pet store is possibly opening the first of the month. Business association had a meeting this month. Some interest in starting something. No reports from staff. There has been a garage-building permit. At last meeting they were given a water and sewer comparison from an engineer to continue to compare the City's water rates. There is a feedlot in Sylvan Township that has requested to enlarge. Mayor did not know what affect it would have on the City. The League of Minnesota Cities has offered the City Council training along with the City Staff. It is to talk about best practices and stems from several conversations about some dissention and some issues here. The Mayor told them that we probably should table this until we are through negotiations but keep this in your mind as they are offering free training. It would be held here at no cost for us. The Mayor feels it will be good for us to do. The mayor has requested some documents and has not received them yet. She would like copy of staff doctor's notes. Council Mattheisen has seen them and they are not public. The Mayor said one has to do with her. She was reminded that statement had been corrected by Attorney Joppa at another of the meetings. She stated there are some supporting documents that she was not given for the August 10, 2004, Council Minutes. The document in question was sent with the rest of the information.

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New Business:

A Region II MCFOA Clerks Meeting will be hosted by Pillager, on October 22, 2015. It is similar to the trainings we have attended previously. We will be hosting this one so we won't have to travel. To date there are 19 clerks registered, but we are expecting 25 – 30.

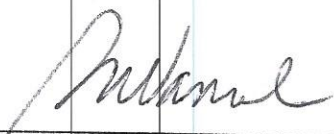
The time cards for Craig Boyer and Chris Korwes are being corrected to include hours they were forced to take off by a past Councilmember who did not have this authority. Their time cards will reflect the accurate hours. The Mayor had a question about reviewing the time cards. City Administrator Wickham stated she is human and does make mistakes. The review is to make sure the timecards and the timesheets match. The Mayor requested to look at City Administrator's time card to make sure it was accurate. There were two vacation days on the card and only one on the time sheets.

Question was raised as to why we don't have a bulk postage stamp. We have looked into it and it was not cost effective at the time.

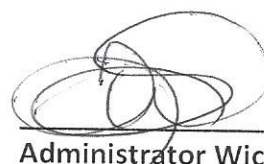
The Mayor brought up a question about the mediation and whether or not the City was paying the employees that were in the meeting. Council Mattheisen stated not that he was aware of. She said there were two employees in the meeting, one had punched out, and one had stayed punched in. She stated that they would need to make that correction. She then asked how long Ginger Thrasher from the Union was at the City. Council Mattheisen ask what time the meeting ended. Mayor Van Hal stated it started about 9:30 and they were out of here about 10:30. The Mayor stated Ms. Thrasher was here until at least 11:15 as she had driven by when going to lunch. Council Mattheisen stated he had been speaking to Ms. Thrasher and he did not know what the Mayor was trying to accuse the staff of. She stated she was not accusing anyone she was just wondering because staff cannot be on the clock talking to the union representative so if she was talking to Council Mattheisen then that was great.

Motion by Council Mattheisen to approve the bills as presented, seconded by Council Odenthal, motion carried unanimously.

Council Mattheisen moved to adjourn the meeting at 8:50 pm, Council Odenthal seconded, motion carried unanimously.



Mayor Van Hal



Administrator Wickham