

REGULAR CITY COUNCIL MEETING
DECEMBER 6, 2011
7:00 P.M.
ROYALTON CITY CENTER

Call to Order/Attendance

Mayor Lauer called the Regular City Council meeting to order. The pledge of allegiance was said. On roll call members present were: Lauer, Libke, Doty, Haberman and Verley.

People present: Terry Lehrke, Morrison County Record; Tim Majaski, Planning & Zoning; Adam Gunderson, Police Chief; Tracy Brolin, Fire Chief; Duane Bursey, Fire Dept.; John Reed; Michelle Stevens, Deputy Clerk; and Carol Madsen, City Clerk/Treasurer.

Minutes/Agenda

Haberman moved to approve the minutes of the Regular City Council meeting on November 1, 2011, 2nd by Doty. Put to a vote with all members voting aye. Motion carried.

Doty moved to approve the minutes of the Special City Council meeting on November 9, 2011, 2nd Haberman. Put to a vote with all members voting aye. Motion carried.

Agenda approved as presented.

Public Forum

None

John Reed, 521 SE 2nd Street

Mr. Reed issued a complaint on the snow plowing management policy of the 2nd Street SE cul de sac.

Department Reports

Fire Department – General report given. Fire Chief, Tracy Brolin, requested approval for five (5) new fire members. Libke moved to approve Jason Wagner, Thomas Kalis, Paul Preimesberger, Steven Bishop and Timothy Borgert as Fire Department Members contingent on physical, background check and completion of training, effective January 1, 2012, 2nd by Haberman. Put to a vote with all members voting aye. Motion carried.

Verley moved to approve the purchase of Turnout gear for the new firemen, 2nd by Doty. Put to a vote with all members voting aye. Motion carried.

Haberman moved to approve a stipend increase to \$10.00 per hour for the fire and rescue department members, and increase the Fire Chief and 1st Response Presidents wages to \$600.00, effective January 1, 2012, 2nd by Verley. Put to a vote with all members voting aye. Motion carried.

1st Response – No report submitted. Verley moved to approve up to \$600.00 for the purchase of a Suction Unit for the 1st Response, 2nd by Libke. Put to a vote with all members voting aye. Motion carried.

Police Department - General report given. Haberman moved to add Adam Gunderson, Police Chief, to the safety deposit box at Pine Country Bank, 2nd by Doty. Put to a vote with all members voting aye. Motion carried.

City Office - General report given. City Clerk, Madsen, reported on the performance review for Deputy Clerk, Stevens. Madsen recommended that Stevens be moved to the next level on the pay scale. Libke moved to move Michelle Stevens to \$16.62 per hour, effective November 17, 2011, 2nd by Verley. Put to a vote with all members voting aye. Motion carried.

Public Works – General report given.

Tobacco Licenses

Libke moved to approve the tobacco licenses for 2012 for: Log Bar & Grill, Royal Tesoro, 10 Spot Bar & Lounge, E Z Stop and Craig's Sports Grill, 2nd by Haberman. Put to a vote with all members voting aye. Motion carried.

2012 Pay Scale

Haberman moved to adopt the 2012 employee pay scale, as budgeted, 2nd by Doty. Put to a vote with all members voting aye. Motion carried.

2011 Fund Transfers

Verley moved to approve the 2011 fund transfers as presented, 2nd by Libke. Put to a vote with all members voting aye. Motion carried.

Proposed 2012 Budget & Tax Levy

Mayor Lauer reviewed the Proposed Levy and Proposed Budget for 2012.

Mayor Lauer opened the meeting up to the public for comments on the proposed 2012 budget and levy at 7:45 P.M.
No public comment.

Recessed meeting at 7:48 pm
Called back to order at 7:58 pm

Libke moved to adopt Resolution 12-6-11-1 a Resolution establishing a final Budget for 2012, with Expenses of \$950,260.00 and Revenues of \$958,084.00, 2nd by Verley. Put to a vote with all members voting aye. Motion carried.

Verley moved to adopt Resolution 12-6-11-2, a Resolution establishing a final Property Tax Levy, payable 2012, of \$219,978.00, 2nd by Doty. Put to a vote with all members voting aye. Motion carried.

Election Assistance Disability Grant

Doty moved to adopt Resolution 12-6-11-3, a Resolution to authorize the submittal of a grant application to the Office of the Minnesota Secretary of State for an Entrance Door with Automatic Opener for the City Hall, 2nd by Haberman. Put to a vote with all members voting aye. Motion carried.

Morrison County Attorney Agreement

Verley moved to approve the agreement with the Morrison County Attorney's office for prosecution services from 1/1/2012 to 12/31/2015, 2nd by Haberman. Put to a vote with all members voting aye. Motion carried.

2012 Fee Schedule – Resolution 12-6-11-4

The 2012 proposed fee schedule was reviewed. Haberman moved to adopt Resolution 12-6-11-4 to approve the 2012 Fee Schedule, with changes made, 2nd by Verley. Put to a vote with all members voting aye. Motion carried.

Civil Defense Sirens Grant

Haberman moved to authorize the signing of the "Letter of Commitment of Funds" for the Civil Defense Siren project, 2nd by Libke. Put to a vote with all members voting aye. Motion carried.

Doty moved to adopt Resolution 12-6-11-5, a Resolution Authorizing Execution of the Sub-grant Agreement for the Civil Defense Siren project, 2nd by Haberman. Put to a vote with all members voting aye. Motion carried.

Website Privacy Policy and Disclaimer

Verley moved to adopt the website Privacy Policy and Disclaimer, 2nd by Haberman. Put to a vote with all members voting aye. Motion carried.

KDV – Auditor Agreement

Libke moved to enter into an agreement with Kern, DeWenter, Viere, LTD to do the 2011 Audit, at a cost of \$13,750.00, 2nd by Verley. Put to a vote with all members voting aye. Motion carried.

2012 Local Board of Review

Libke moved to approve Tuesday, May 1, 2012 at 11:00 a.m. as the Local Board of Review, at the City Hall, 2nd by Doty. Put to a vote with all members voting aye. Motion carried.

Test Well Update

Verley moved to authorize the Mayor to enter into a purchase agreement with the Heinens for \$13,900 for the property located at 420 No. Birch Street, contingent on the test well passing all requirements, 2nd by Doty. Put to a vote with all members voting aye. Motion carried.

116 No. Birch Street

Libke move to adopt Resolution 12-6-11-6, a Resolution ordering the razing of a hazardous building located at 116 North Birch Street in the City of Royalton, , 2nd by Haberman. Put to a vote with all members voting aye. Motion carried.

Planning & Zoning

Zoning Ordinance #16.01 - Tim Majaski, Planning & Zoning Chairman, presented the changes to the Zoning Ordinance #16.01 The council will review the entire Zoning Ordinance and bring back changes and suggestions to the Planning and Zoning Commission.

Swimming Pool Ordinance #51 – Council will review. It was placed on Jan.3, 2012 agenda.

Re-appoint Director Lee Obermiller to Planning & Zoning – Verley moved to re-appoint Lee Obermiller as a director on the Planning & Zoning Commission for a 4 year term, 2nd by Doty. Put to a vote with all members voting aye. Motion carried.

Bills

Verley moved to pay all bills; voucher no.'s 30589 – 30640 in the amount of \$35,247.84, 2nd by Libke. Put to a vote with all members voting aye. Motion carried.

Adjournment

Verley moved to adjourn at 9:15 p.m., 2nd by Haberman. Put to a vote with all members voting aye. Motion carried.