

**MENAHGA CITY COUNCIL REGULAR MEETING
MARCH 14, 2011 / 7:00 P.M.**

The regular meeting of the Menahga City Council was held in the Council Chambers on Monday, March 14, 2011. The meeting was called to order at 7:00 p.m. by Mayor Foss.

Members present: Kim Rasmussen, Maxine Norman, Roger Henstorf and Alden Yliniemi.

MOTION BY RASMUSSEN TO APPROVE THE FEBRUARY 14, 2011 REGULAR COUNCIL MEETING MINUTES WITH CORRECTIONS. NORMAN SECONDED. ALL AYES MOTION CARRIED.

Lee Hendrickson Blueberry Township Chairman discussed the Comprehensive Plan that the township has been working on. They would like to work with the city together in the development of comprehensive plans. The council was agreeable that we all need to work together.

Yliniemi reported on fire department training. Last year we did Firefighter One training once a month on the first Monday. We also training one day a month and he would like to see more involvement in the state schools. The Council noted that any time you have a volunteer group you have to pat them on the back and tell them thank you very much.

Chief Koennicke reported on police department activities. St. Urho weekend went over very good not too many problems. The new squad car should be here in about ten days. He will have the graphic done at the dealer and pick up parts they will need to get it prepped and up and running. We will salvage some parts, sell others from the old car, keep it awhile then have it crushed.

Liquor store manager Gerszewski submitted a written report covering the completed off sale and office remodeling. St. Urho weekend was very busy without related problems. He requested the hiring of Myrtle Koennen for the position of cleaning person.

MOTION BY HENSTORF TO HIRE MYRTLE KOENNEN FOR THE CLEANING PERSON POSITION AT NORTHBOUND SPIRITS. RASMUSSEN SECONDED. ALL AYES, MOTION CARRIED.

Superintendent Neisess recommended developing a walking trail at the campgrounds. He stated that many people had approached him to put one in over the years. We own forty acres but only use about twelve acres. There already is a trail on the north end. He would like to bring that trail down through some low areas and back out through the south end of the park. He has the equipment to put it in and maintain the trail.

MOTION BY NORMAN TO HAVE RON PROCEED WITH THE WALKING TRAIL IN THE CITY PARK. SECONDED BY HENSTORF. ALL AYES, MOTION CARRIED.

Neisess also requested the removal of about twenty feet of trees on the north side of the fire hall for snow removal. The mayor called a short recess for the Council to look over the area. Upon inspection the council were approving of his request.

MOTION BY HENSTORF TO APPROVE RESOLUTION #314-2011 “RESOLUTION AUTHORIZING APPLICATION TO THE DNR FOR THE OUTDOOR RECREATION, REGIONAL PARK AND/OR PARK LEGACY GRANT.” NORMAN SECONDED. ALL AYES, MOTION CARRIED.

Nursing Home Administrator Erickson reviewed activities reported at the last board meeting including Greenwood Connections by-laws. There was discussion on the bylaw board composition. The Greenwood Connection bylaws presented state that one of whom shall be a City Council Member appointed by the Council. There have been two City Council members appointed to the board for some time. It was determined that the ordinance needs to be amended to reflect wording of the ordinance to include two members be appointed to the board.

RASMUSSEN MOVED TO AMEND CITY ORDINANCE 31.52 COMPOSITION AND APPOINTMENT TO READ “THE GREENWOOD CONNECTIONS BOARD (“BOARD”) SHALL BE COMPOSED OF SEVEN MEMBERS, TWO OF WHOM WILL BE MEMBERS OF THE CITY COUNCIL, APPOINTED BY THE COUNCIL. THE REMAINING FIVE MEMBERS OF THE BOARD SHALL SERVE FOR A TERM OF FOUR YEARS WITH THE TERMS OF EACH SUCH ELECTED MEMBER TO BEGIN AND EXPIRE AS FOLLOWS: TWO MEMBERS WHOSE TERMS SHALL EXPIRE ON DECEMBER 31, 2000, ONE MEMBER WHOSE TERM SHALL EXPIRE ON DECEMBER 31, 2001, TWO MEMBERS WHOSE TERM SHALL EXPIRE ON DECEMBER 31, 2002, AND ONE MEMBER WHOSE TERM SHALL EXPIRE ON DECEMBER 31, 2003. AT ALL TIMES A MINIMUM OF FIVE OF THE MEMBERS OF THE BOARD SHALL BE RESIDENTS AND QUALIFIED VOTERS OF THE CITY. A MEMBER SHALL SERVE FOR A MAXIMUM OF THREE CONSECUTIVE TERMS. THE COUNCIL, AT ITS MEETING IN DECEMBER, SHALL APPOINT APPROPRIATE PERSONS TO SUCCEED THE MEMBERS WHOSE TERMS EXPIRE IN SUCH YEAR. VACANCIES ON THE BOARD SHALL BE FILLED BY APPOINTMENT BY THE MAYOR WITH COUNCIL APPROVAL.”

(Ord. passed 3-13-00), HENSTORF SECONDED. ALL AYES, MOTION CARRIED.

HENSTORF MOVED TO APPROVE THE FEBRUARY MINUTES AND FINANCIALS FOR GREENWOOD CONNECTIONS WITH THE EXCEPTION OF THE BY-LAWS. YLINIEMI SECONDED. ALL AYES, MOTION CARRIED.

Superintendent Neiss discussed the requirement to have sharps disposal at the park and the beach. We don't have a means to dispose of the containers and if Greenwood Connections had a contract for disposal it would be beneficial for the parks.

NORMAN MOVED TO APPROVE THE CITY CREDIT CARD POLICY AS PRESENTED WITH A \$5,000 LIMIT AND A SIGN/OUT ROSTER. HENSTORF SECONDED. ALL AYES, MOTION CARRIED.

NORMAN MOVED TO APPROVE THE CITY INVESTMENT POLICY AS PRESENTED WITH A CHANGE TO ITEM NUMBER SIX, INTERNAL CONTROLS: THE ADMINISTRATOR WILL REPORT QUARTERLY TO THE CITY COUNCIL ON THE TOTAL OF ALL FUNDS INVESTED AND THE TOTAL INTEREST RECEIVED ON ALL SECURITIES YEAR TO DATE. RASMUSSEN SECONDED. ALL AYES, MOTION CARRIED.

The administrator presented a letter from the First National Bank. They are working with an individual to purchase the Punky's Red Roof Deli and are asking the City and the Initiative Fund to consider a request from a potential buyer. They believe they are able to obtain a 90% SBA Guaranty covering the \$25,000 participation again with the Initiative Foundation. They are confident that they can recover all funds back to the Foundation for re-deployment. He further stated that the current application fee of \$350 and interest rate of six percent are high and difficult for purchasers.

NORMAN MOVED APPROVE THE FIRST NATIONAL BANK TO CONTACT THE INITIATIVE FOUNDATION TO CONSIDER THE REQUEST FOR FINANCING AND PURCHASE OF THE PUNKY'S RED ROOF DELI. HENSTORF SECONDED. ALL AYES, MOTION CARRIED.

MOTION BY NORMAN TO ADOPT THE PROPOSED PILOT PROJECT USING DESIGNATED ECONOMIC DEVELOPMENT DOLLARS TO UPDATE THE CITY'S COMPREHENSIVE PLAN AND PROCEED WITH A BUSINESS RETENTION AND EXPANSION STUDY IN THE AMOUNT OF \$18,000. HENSTORF SECONDED. ALL AYES, MOTION CARRIED.

NORMAN MOVED TO CHANGE THE REVOLVING LOAN FUND APPLICATION FEE TO \$200 AND INTEREST TO FOUR PERCENT. RASMUSSEN SECONDED. ALL AYES, MOTION CARRIED.

MOTION BY NORMAN TO ADOPT THE ACCIDENT COVERAGE FOR CITY VOLUNTEERS THROUGH THE LEAGUE OF MINNESOTA CITIES. HENSTORF SECONDED. ALL AYES, MOTION CARRIED.

The administrator reported that a quorum is not required for the Local Board of Appeal and Equalization. The meeting on Monday, April 18, 2011 at 1:00 p.m. at city hall will be an open book meeting. Recommendations will be made by the county assessor and presented to the county board for any adjustments. He further advised to meet state requirements at least one council member will need to attend training. He will look into available training dates and locations.

MOTION BY RASMUSSEN TO APPROVE A NON-INTOXICATING MALT LIQUOR OFF-SALE LICENSE FOR ORTON'S. HENSTORF SECONDED. ALL AYES, MOTION CARRIED.

Norman presented information on the Statewide Health Improvement Program (SHIP) grant. She recently found out that Wadena County had some funds left over and they need to know by tomorrow. This is not matching grant and the limit is \$5, 000. It would complement the walking trail project with signage and staff time for promotion of the walking trail in the City of Menahga.

MOTION BY NORMAN TO SUBMIT THE STATEWIDE HEALTH IMPROVEMENT PROGRAM (SHIP) GRANT TO WADENA COUNTY HEALTH DEPARTMENT. HENSTORF SECONDED. ALL AYES, MOTION CARRIED.

Henstorf commented that water and sewer billing and rate structure needs to be reviewed and made more understandable. It was discussed that this could be done at the committee level and then at a public meeting.

Norman brought up that the Administrator's probationary period is up and that the Council should perform a review. A meeting was scheduled for immediately after the next council meeting on April 11, 2011.

RASMUSSEN MOVED TO APPROVE THE BILLS AS PRESENTED. YLINIEMI SECONDED. ALL AYES, MOTION CARRIED.

HENSTORF MOVED TO ADJOURN. MOTION CARRIED. MEETING ADJOURNED AT 9:57 P.M.

City Administrator

Mayor