

City of Mapleton
Regular Council Meeting
AGENDA
Tuesday January 12, 2009 - 6:00 pm

- 1.0 Call to Order and Approval of Agenda**
- 2.0 Consent Agenda*** **NOTICE TO PUBLIC – Items on the consent agenda are of a routine nature or have been previously studied by the City Council, (which are intended to be acted upon in one motion). There will be no discussion on these items unless a Council member requests*
 - 2.1** Minutes December 8, 2009
 - 2.2** March Madness – auditor attendance – March 23 & 24 2010
 - 2.3** Bills paid December 2009, bills to be paid January 2010, Balance Sheet, Income Statement, Fund Balance P & L, bond debt (prior to accountant review)
 - 2.4** Transfer from checking to money market
 - 2.5** Charity permit - East Central Valley Trail Assoc. (snowmobilers) at Hagge's
- 3.0 Police Report – month of Dec. and year of 2009**
- 4.0 Public Hearing - 418 Sequoia (Lindenberg) – request for review of property valuation from county**
- 5.0 Park District –**
 - 5.1** joint powers agreement (mayor)
- 6.0 Forestry**
- 7.0 Planning & Zoning**
 - 7.1** Minutes – review
 - 7.2** Lowe letter – access Cty 11
- 8.0 Fire Department**
- 9.0 City Attorney**
 - 9.1** Resolution - amendment to Personnel & Policy Manual
- 10.0 City Engineer**
 - 10.1** Please see attached
- 11.0 New Items/Pending**
 - 11.1** Garland Hagemeister
 - 11.1.1** Additional charge flushing water (Haggie's Bar) due to water construction Cty 11
 - 11.1.2** Water rate - vacant house @ 224 6th Ave – (currently rated low usage)
 - 11.2** C Center Energy Grant – Mayor –(1. Laney's, 2. Cass County Heating, 3. Precision Plumbing & Heating)
- 12.0 Accountant**
- 13.0 City Staff Reports**
 - 13.1 Auditor Report**
 - 13.1.1** Election Information
 - 13.2 Public Works Report**
- 14.0 Council/Committee Reports**
 - 14.1 Personnel & Community Development**
 - 14.2 Buildings/Grounds & Public Works/Safety**
 - 14.3 Finance & Economic Development**
 - 14.4 Mayor**
 - 14.4.1** Employee Reviews
 - 14.4.2** Water Treatment – West Fargo - Fargo
- 15.0 City Calendar**
 - 15.1** P & Z – Feb 2, 2010 – 7:00 pm
 - 15.2** City Council – Feb 9,2010 – 6:00 pm
 - 15.3** Park Board – Feb 10, 2010 – 7:00 pm
- 16.0 Adjourn**

*To address the City Council during the meeting on an item that is on the agenda or on another matter that is not on the agenda, you are requested to make arrangements with the mayor or a Council Member prior to the meeting. To place an item on the agenda you are asked to call the City Auditor, mayor, or a Council member at least one-week prior to the meeting for consideration. The mayor and City Council Members finalize the agenda.

City Council Minutes

Official

January 12, 2010

Present: Mark Anderson, Larry Graf, Carlita Dietz, Gordy Pederson, & Larry Dell.

Others present John Shockley, Dan Viau, Doug Saari, & Mary Hirschberger.

Motion Pederson **agenda approval**, second Dell.

Motion Dell **consent agenda approval** including: NDLC (March Madness), MM transfer, East Central Valley Trail Assoc. charity permit, Meeting minutes 12/8/09, bills paid December, bills to be paid January 2010: Ameripride \$150.71; CC Reporter \$123.24; C Rural Water \$4358.04; City of Fargo \$14.00; D Saari \$404.75; Fargo H2O \$43.22; Farm Plan \$96.64; Farnam's \$40.00; Gateway \$24.32; Grainger \$79.42; H Zamarron \$35.00; Hawkins Water Treatment \$265.00; M Hirschberger \$7.70; Menards \$143.10; Metro Disposal \$2751.25 Midcontinent \$198.26; NDMF \$30.00; ND Sewage pump \$268.80; ND Water Users \$100.00; NDPA \$180.00; Ohnstad Twichell \$680.00; OK Tire \$2681.68; One Call \$5.20; Ottertail Power \$1632.88; Ottertail – other \$426.01; Petro Serve \$198.22; RDO \$3.49; Reardon \$182.82; RVS; Sara Dell \$9.35; Xcel \$607.92; Great Plains Electric \$749.40; Interstate Battery \$87.95; Jerry Volk \$85.94; Job Service ND \$1.13 & 12.06; L Dell \$300.00; Dell, L \$184.7; Jeff H \$299.22; J Warner \$96.04; USPS \$76.72; NDPERS \$664.39; ND Tax Commissioner \$285.00; USPS \$91.04, December 2009 Balance Sheet, Income/Expense Summary, Fund Balance P & L, Bond Debt update 2009-2010 (prior to accountant review), second Pederson. **RCV/MC**

Police Report: Deputy Arth - quiet month.

Public Hearing: Request of valuation (Cass County) reduction 418 Sequoia Dr. motion Dell \$174,000.00, no second. Motion Dietz \$180,000. Reflecting appraisal report submitted, second Pederson, **RCV/MC**

Park District: Joint powers tabled (mayor). Jeff Hanson - open gym starting January 25th

Planning and Zoning: Minutes summarized- Geoff Lowe.

Fire Department: Bingo January 22nd.

City Attorney: Resolution Authorizing Amendment to Personnel and Policy Manual - Shockley – One reason for change - several people to answer to, looking for more structure & clarity. Hugo not sure who to respond to, no clear direction.

1. Council refrain from day to day operations, management, & supervision of City employees.
2. Mayor as day to day supervisor.
3. Re-designate Public Maintenance title "Superintendent of Streets & City Property" & part time employees' answer to Super. of Streets & City Property.
4. Office workers report to auditor.
5. Employees adhere to structure. (Direct supervisor, then next level of management or supervision)
6. Personnel Reviews/evaluations:
 - a. Employees by supervisor & mayor.
 - b. Auditor, Super. of Streets & City Property, Water/Sanitary Super. by mayor & council member (chosen by council)
7. Reviews/evaluations conducted in Dec. & July with July as formal yearly evaluation.
8. Strive to avoid personnel records & issues from being addressed at public meetings (respecting open records law)

Council Members suggested modifying dictatorship language. Shockley will edit for next meeting.

Recycling:

Carlita Dietz and girl scouts (Dakota Horizons) presented council with 37 yes signatures for recycling & of those most are already recycling. Garbage fund can support cost.

City Engineer:

2008-1 – Part 1: McGuire Iron doing overflow splash pad for tower. Part 2: electrical slice by shop.

2009-1 – Kvamsdahl reimbursing city for spigot on Meridian.

HWY 11 Corridor – Plans & Specs in progress. Design reviewed on roll sheet & at city office. Budget review, cost summary, & project schedule to date reviewed by Dan. Core sample complete at 7". Can do reclamation. Motion Dell submit funding, second Dietz. **RCV/MC** SRL Loan App signed. Motion Dietz authorization advertise for bids, second Dell. **RCV/MC**

Lighting Improvements – talking to Ottetail.

Quiet Zone – NOE established 12.01 AM Dec. 29, 2009 – transition period. Reimbursement received by city from DOT.

Flood – Public Asst approved approx. \$42,000. (Engineering costs not included)

Hazard Mitigation – considered in June 2010 cycle.

River Bank Slumping – meeting with Cass Cty. Possible 50% grant, then ½ city & ½ county.

Energy Audit – Heating/cooling center - working on proof of savings.

New/Pending Items:

Hagemeister flushing reimbursement –water main replacement on Meridian(wasted products in bar) motion Graf city pay \$203.40 on water bill, second Dell. **RCV/MC**

City Staff Reports

Public Works – Hugo absent. Discussion of CFM's, places to purchase, and prior motion of \$400.00 for compressor. Motion Pederson, adding \$200.00 compressor purchase (total \$600) second Graff.

RCV/MC

Mayor – Employee evaluations/reviews done, no raises at this time, however policy manual states COLA at year end. Motion Dell COLA raise 3% all employees second Graf. **RCV/MC**.

Council concurred no limiting number of liquor licenses for city.

Upcoming meetings

P & Z –February 2 2010 – 7 pm

City Council –February 9 2010 – 6 pm

Park Board – January 10 2010 – 7 pm

Adjourn motion Dell second Graf.

Mayor, Mark Anderson

City Auditor, Mary Hinchberger