

**CITY OF UPSALA  
UNOFFICIAL MINUTES**

**April 12, 2010**

Pursuant to due call and notice thereof, the City Council of Upsala, MN met in regular session on Monday, April 12, 2010, at 7:00 p.m. in the Upsala Fire Hall. Attendance: Mayor Dan Cheney; Council Rollie Johnson, Robert Maciej, Bethany Malisheske, and Joan Olson Staff: Michele Caron, Frank Koopmeiners.

- Minutes- Mm by RJ second by RM to approve March minutes unanimously carried.
- Agenda-approved.

Visitors-

- Discussion: Don Anderson from WSN presented a survey and discussed a new fifty foot easement on Oak Avenue since there are discrepancies in the old one. WSN will set that up. The plan is to stay as far away from the existing homes on Oak Avenue. Don would like to meet with Dan Vronyak on the easement for the section that is on the west end. Joan will facilitate a meeting with her, Don and Dan V.

The sewer easement from St Mary's- Don would like to see a 20' on the east side of the sewer and up to the end of the property line if there is 11 20' on that side. The corner of the building will encroach onto the easement with agreement of both parties since the footing will be down far enough. Don asked if the St Mary's representatives can relay that message to it's' surveyors.

It is understood the westerly up to 40' can be used since we do not know if there is actually 40 full feet. The waterline will run along 238 and over to Oak for the church to get the water. Don prefers to have 8" minimum for the water line. C900 PVC is fine with the city instead of ductile pipe. Need an easement 40' from the state right of way line and the other side another 20', and 20' on the north side also, and if a very small part of the building is on it that may not be much of a problem. There may have to be adjustments made depending on the space.

There will be a fire hydrant on Oak and the sprinkler system can be fed from it. We should have another fire hydrant on the NE corner of 238 at the easement between the building and the property line to accommodate the short end of the lot by the water main. The cost of the fire hydrant was discussed. Don suggested replacing the water main under Oak Avenue.

Mm by Olson to have the city pay for the hydrant and installation, second by Cheney, unanimously carried.

Mm by Cheney to accept the proposal by WSN, second by Olson, unanimously carried.

Joan asked about traffic detours during construction on Oak Avenue. Estimated project costs on feasibility study of Oak Avenue do not include water main costs to replace the old water main. No parking on either side but 32' can be good for snow removal. No sidewalk.

- Geneva Haux-She spoke to Century 21 regarding her property that is inside of the building of the Uptown Café. The Mayor explained to her that the inspections on the building were not favorable. The Clerk did contact the finance company and gave him Geneva's phone numbers. The city cannot facilitate her retrieving property.

Ordinances and Resolutions

- Mayor Cheney announced Dennis Westrich has expressed interest in filling the vacancy on the Planning Commission. Motion made by Cheney to appoint Westrich to the Planning Commission, second by Johnson, unanimously carried.

Maintenance Report

- Flags will be put up soon on light poles.
- City Park storm sewer grates are in progress.
- The sign on Johnson Street and Pine was turned and Frank moved it into its place.
- Rollie asked Frank about a crushed granite parking lot at the recreation building and how would it be for snow removal. Frank can change the valves in the utility room at the recreation center that allow grey water to go outside. These are so the pipes do not freeze in the winter but should not be putting grey water out.
- Robert stated some of the side streets have debris on them. We do not need to sweep the county roads. We will find out if the State is sweeping Hwy. 238, and call Parking Lot Sweeping.

#### Fire Department

- Grass fire on Sunday.
- Wage for Assistant Fire Chief discussed. Motion by Maciej to pay assistant fire chief a wage of \$400 beginning in 2010, second by Johnson, unanimously carried.

#### Planning Commission did not meet in April. Permits to consider:

- Conditional Use Permit for St Mary's-Conditional upon the allowance for the corner of the church to be five feet from the sewer line, and the foundation will be lower than the sewer line. Moving of the water line to along Hwy 238, *Pond* according to WSN specifications. Mm by Johnson to approve the conditional use permit for St Mary's, second by Olson, unanimously carried.
- Reviewed permit for Nelson's. Mm by Johnson to approve the permit for Larry Nelson replace driveway, second Maciej, unanimously carried.
- Community Development Commission-Did not meet in April

## Recreation Board Report

Rollie got bids on parking lot made of crushed granite. Tri City \$14,124 with 4" of granite and Central MN Paving bid is for 2.5" of granite for \$8,500 and \$9,700 3.5" granite. Knife River 4" class five gravel \$9,700. Mm by DC to hire Central MN Paving for the recreation center parking lot, second by RJ, unanimously carried.

- Remodeling update-building is almost done, Open house on April 24<sup>th</sup> at the recreation building at 1:00 p.m. to 5:00 p.m. Refreshments will be on hand, cookies, coffee and juice. Have flyers available at the open house on rentals.
- Ironwood Archers and Horseshoe Club donated money toward new tables for the building.
- We need a system for determining when the building is rented and when it needs cleaning.

## Unfinished Business

- Discussion on whether or not the owner will follow through with fixing items on the inspection reports. Council decided to have the attorney write up a letter requesting the items be fixed or the city will begin a condemnation proceeding.
- Property on Highway 238 south needs to be notified there is an issue with the large hole on it.
- Letters need to be sent to owners with chimneys from outdoor boilers to comply with the stack height ordinance.
- Residents wrote anonymous letters to the council regarding dogs that are not controlled by owner, and describing an incident that depicts uncontrolled behavior. A call with a follow up letter will be written.
- Morrison County Community Development Commission offered us to buy back some more of the amount we put toward the development loan. Mm by Cheney to allow them to buy back some more of the loan to promote development in a rural area, second by Malisheske, unanimously carried.
- Spring Lawn and Leaf Day is May 22<sup>nd</sup> and Spring Clean Up day is June 5<sup>th</sup> from 8-12 at the recreation building.
- Robert is attending the MRWA safety and loss control workshop
- The clerk requested purchasing file cabinets for the files we need to keep for records retention. The council agreed.
- Annual Board of Equalization meeting-there was no attendance from the public.
- Fire Board meeting was discussed. Areas serviced by the city are asking for an alternate formula of determining how much each will pay. It is currently based on the budget from the prior year and the tax capacity of the service area.

Financial Reports presented to the council. Clerk will check for clarification on some of the updates the auditor's office did to the CTAS software and how to implement it.

Meeting adjourned by Mayor Cheney

Respectfully submitted,

Michele Caron, Clerk