

**CITY OF UPSALA
UNOFFICIAL MINUTES
December 14, 2009**

Pursuant to due call and notice thereof, the City Council of Upsala, MN met in regular session on Monday, December 14th, at 7:00 p.m. in the Upsala Fire Hall. In Attendance: Mayor Dan Cheney; Council Rollie Johnson, Robert Maciej, Bethany Malisheske, Joan Olson. Staff: Michele Caron, Frank Koopmeiners. Visitors: Don Andersen, WSN, Scott representing Sytek, Gene Harren representing St. Mary's Church, Dan Kremers.

Council Meeting called to order by the Honorable Mayor Cheney at 7:00 p.m.

Agenda- Motion by Johnson to approve with additions, second by Maciej; unanimously carried.

Minutes-

Mm by Johnson to approve November meeting minutes, second by Maciej; unanimously carried.

Visitors, Requests, Petitions

- Scott representing Sytek on fiber optics project. Project is to put lines out of town and to do so will go from town out. Digging would occur at Uptown Alley, across Elm Avenue, down 238, North, and over to Tower Road and out of town. Potential for TV, internet and phone service. Discussion on maps, permits, right of ways. Planning Commission would like to look at maps at their next meeting.
- Dan Kremers-recreation building remodel presented and explained bid
- Gene Harren-St. Mary's Public Hearing on conditional use in a residential zone January 6, 2010 at 6:00 p.m. regular planning commission.
- Don Anderson-WSN-Explained the Tri-City Paving Tower Road Inslope project cost was \$35,100 which made it come in at the original estimate of the project. WSN's estimate of their costs was lower due to the second contract and higher supervision of the site work. It came to \$10,000 more, but they will adjust it for \$7,500. It includes any supervision next spring. Mm by Cheney to approve the extra payment since it is reduced by \$2,500 of the actual cost, second by Johnson unanimously carried.
- Review of site plan for St. Mary's by Don Anderson. Don is asking for a larger site survey with elevations, streets and roads. Drainage patterns call for a good plan, and overflow needs to be addressed. Relocate water main to along 238 instead of under new building, and re-reroute a section of sewer. Submit grading and drainage plan.

Ordinances and Resolutions

- 2009-15 Tower Road Inslope Improvement payment Mm by Johnson to adopt, second by Maciej, unanimously carried.
- 2009-16 Bullfrog's Liquor License 2010-Mm by Johnson to adopt pending receipt of fee, second by Maciej, unanimously carried.

Maintenance Report

- Water for November- 23,900 gal/day down 1,100 gal/day (due to flushing) and Sewer 1.80 hr/day up .06 hr/day. Plowed snow and he noted there were a couple vehicles on street. Reminder vehicles cannot be parked on the street between hours of 1:00 a.m. and 7:00 a.m. from November 1 and March 31st.

All vehicles must be removed out of the way of snow removal crews after those hours.

- Snow blower prices reviewed. Mm by Cheney to purchase the 30" from Evans Implement at \$1,553.96, second by Johnson, unanimously carried.
- Snow must be removed from sidewalks by property owners within 24 hours after it ceases to fall or city will do it at a fee. Staff given directive to determine fee based on time it takes.
- One of holiday lights is out; they were all working when put up. Councilor Johnson suggested a thank you to Frank and Julian for getting them up by Thanksgiving.

Fire Department Report-none

Planning Commission

- Minutes from December meeting reviewed.
- Next meeting January 6th at 6:00 p.m. at the Upsala City Hall. Meetings are changed to Wednesday before the council from second Wednesday of the month. This affects the dates of three meetings in 2010 from their original.
- Reassigned duplex with vacated driveway off of South Main street to proper address on Borgstrom Street.
- Public Hearing January 6, 2010 at City Hall on St. Mary's Conditional Use permit in a residential zone, 6:00 p.m.

Upsala Community Development Commission

- Minutes from December meeting reviewed and annual report from Bethany Malisheske.
- Next meeting will be January 4th at the Upsala City Hall at 6:00 p.m.
- Mike Schultz did commit to a one year portion of his new three year term. Robert had a volunteer for the position, but there is a vacancy on the planning commission so he will ask her if she is interested.

Recreation Board Report

- Toning Plus lease reviewed recommend to council for approval. Clerk does not have signed agreement back yet.
- Bids received from a few contractors on various areas of remodeling the recreation building. Mm by Cheney to allow Johnson and Olson to compare and award bids up to a total of \$35,000, second by Malisheske, unanimously carried.
- An inventory of items in the kitchen is complete.
- Clerk reminded board members she needs rental forms before for all rentals.
- Determination of pay for scheduler-Mm by Johnson to pay \$15 per month for the year, second by Malisheske, unanimously carried.

Unfinished Business-

- Uptown Café-Realtor with Century 21 will be having snow shoveled and it cleaned up for listing at \$35,000. Letter from owner asking any action against them to gain access for health and safety inspections be stopped. Discussion and consensus to continue the action, notify the owner, and if city gets access before, the action can be stopped at that point.

New Business

- Final Certification of Levy and Budget-Mm by Cheney to adopt as in September, \$145,000 general, \$7,757 fire, totaling \$152,757, second by Johnson, unanimously carried. Levy has remained the same since 2006. Discussion to invest for capital improvements per budgeted amount for 2009. Mm by Cheney to invest \$63,124 for capital improvements, second by Johnson, unanimously carried.
- Apartments missing rates-clerk found three apartments above and next to businesses not being charged apartment rate. She will _____ in the computer.
- Animal Control Form-Clerk drafted and animal control form for dual use if city impounds and animal, or if a resident brings in a stray. Mm by Johnson to adopt the form, second by Maciej, unanimously carried.
- Patrol coverage-concerns the city residents have seen certain vehicles exhibiting reckless driving. Morrison County Sheriffs office can be called by a council member or staff if there is a time that patrols are needed.
- City office closed Monday 12/21/09 for clerk business.
- Board of Equalization April 9th at 1:00 p.m. in City Hall. Remember to call Assessors office directly for appointments.
- Water debt service fund-Clerk reported balance is inadequate to cover debt service payments. 78.5% of water fees are applied to this fund, but we have some vacant homes not paying due to disconnection of services. Mm by Cheney to transfer money from the water fund to the water debt service fund to cover payments, second by Johnson, unanimously carried. Water and sewer rates will be reviewed in January.

Financial Reports, Bills Audited and Paid

- Bills audited and ordered paid in the amount of \$64,072.61. This amount does not include payroll or some automatic debits between now and January 1st. Minutes become official upon approval at next meeting. Next Upsala City Council meeting Monday January 11, 2010 at 7:00 p.m. Upsala City Hall.

Meeting adjourned by Mayor Cheney at 9:15 p.m.
Respectfully Submitted,

Michele Caron, Clerk