

**CITY OF UPSALA  
UNOFFICIAL MINUTES  
APRIL 21, 2008**

**(Minutes become official once approved at next meeting)**

Pursuant to due call and notice thereof, the City Council of Upsala, MN met in special session for their regular meeting (due to rescheduling) on Monday, April 21, 2008 at 7:00 p.m. in the Upsala Fire Hall. All council members and city employees were present.

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

- **Minutes-** March: One addition to name, and motion to approve by Mayor Cheney, second by councilor Johnson; unanimously carried.
- **Agenda Review-** Motion by councilor Johnson, second by councilor Maciej to approve with additions

**Visitors**

- Bill Krivanek-Regional Services Center Update
- Duffy engineering is designing the site plan and with it will be drawings of the site
- Bill Krivanek reported he and some members of the task force met out at the property to examine the property lines and the location of the pond. It will need extra dirt removed if located on the west end.
- Chances of funding through the legislature this year looks bleak, but we will not know until the last day
- Councilor Johnson reminded the group of Duffy engineering's experience and one of the project's they worked on was the Scheel's addition to Crossroads Mall in St. Cloud
- Clerk was informed by prior owners of the Regional Services Center property that if the city vacates the driveway they use to enter onto their property; the existing agreement puts responsibility with the city to provide access from the North end. The property lines were also discussed.

**Maintenance Report-Frank Koopmeiners**

- Water & sewer report given for the month of March: water 23,194 gal/day down 2,013 gal/day sewer: 1087 hrs/day up .01 hr/day
- Computer for Water Plant-Randy Pepin got the internet going, and is working on getting the NT and WINDOWS programs to interface and work together. Needs a new printer. Motion by Mayor Cheney for Frank to get one up to \$100, second by councilor Johnson; carried.
- Discussion on electronics recycling-city has almost a pallet of items. Motion by Mayor Cheney for staff to bring items to Morrison County business electronic recycling Friday April 25<sup>th</sup>, second by councilor Johnson; unanimously carried.
- Consumer Confidence Report posted in window at city hall.
- Elm Avenue East street and drainage problem discussed and suggested that it along with others is put on a list for Don Anderson.
- Thistles in boulevard-Frank will spray
- Snow plow will need some repairs this year

**Financial Report**-tabled due to CTAS programming

**Fire Department Report-Frank Koopmeiners**

- One garage fire this month
- CPR refresher was held, and rescheduled but Clerk could not attend
- Grant application reviewed-reminder by Mayor Cheney we need to look at updating our NIMS training

**Planning Commission Report-Dan Hovland & Mayor Cheney**

- Land Use Permits-Knott addition to house-motion by councilor Johnson to approve, second by councilor Hovland; unanimously carried
- By Clerk: Lehner shingles, Malisheske chimney, Morcon/Edin Post Office
- Discussion on Pictometry-Beacon Geo-Data viewer \$50 annual fee for one user password. Motion by councilor Hovland to purchase access with one user password, second by Mayor Cheney; unanimously carried.
- Planning and Zoning course offered by Initiative Foundation and GTS- Motion by Mayor Cheney to approve Dan Hovland attending on April 30<sup>th</sup>, second by councilor Johnson; unanimously carried.

**Recreation Building Board Report-Rollie Johnson**

- Next meeting is Thursday, May 8<sup>th</sup>
- Clerk submitted the rental agreement proposed by Berkley Risk Administrators to the city attorney for review. He approved it with the recommendation that all groups provide liability insurance for events. It is understood the rents keep it barely going.

**Community Development Commission Report-Dan Hovland**

- Dan Hovland clarified with Clerk the city had received the grant monies
- Mike Schultz offered to be co-chair for the Heritage Festival on August 9-10<sup>th</sup>, 2008
- Mike Disher volunteered to serve on the UCDC, motion by councilor Johnson to appoint him, second by councilor Maciej; unanimously carried.

**Old Business-**

- Copier price from MARCO of \$625 was the lowest. Motion by Mayor Cheney to purchase the copier option C from MARCO without an extended warranty or service plan, second by councilor Maciej; unanimously carried
- Review of projected street maintenance-Councilor Maciej noted the cracks in Maple are smaller  
Tower Road is observed by councilor Hovland when walking down it to be full of cracks. It was reviewed by the council last year, and is noted would be an expensive project with little return as it is a road that gets used less than most.
- Street sweeping is done once per year
- Uptown Alley is full of potholes-staff will call Tri-City to check on smoothing as preparation for tar

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- Councilor Maciej reported the alley between Johnson and Borgstrom is not tarred and the council can put it on their tour list.
- Other drainage issues: Hill by city hall drains down to in front of the door creating puddles and ice, Stearns Bank salted under the gutter, but this does not solve the issue of the water draining directly onto the sidewalk, and Covenant Church draining onto sidewalk was not approved.

**New Business-**

- Minnesota Power Ordinance 42 review and update-Mayor Cheney motion to accept ordinance as presented by Minnesota Power, second by councilor Maciej; unanimously carried.
- Motion by councilor Johnson, second by councilor Maciej to donate \$150 to the Initiative Foundation; unanimously carried.

**Clerk-**

- In packets for review are Inoperable Vehicle and Nuisance Parking & Storage Ordinances.
- Reminder Spring Lawn and Leaf Date is Friday May 30<sup>th</sup> at the curb, branches bundled and leaves bagged.
- Reminder Spring Clean Up Date is June 7<sup>th</sup> from 8-11 am; council reviewed costs and cut them from previous years in an attempt to help residents remove extra items they cannot use anymore.
- Clerk reported through out the meeting items learned from the Minnesota Clerks and Finance Officers Association conference, and reminded the council that carpooling with Holdingford saved some mileage.
- Clerk suggested a locking lateral file cabinet for office as more locked filing room is needed. Mayor Cheney suggested looking at the budget next month.
- Bills were audited and ordered paid in the amount of \$23,429.70 with an additional prior approved \$25,000 to the USDA Loan Program-total amount \$48,429.70

Meeting adjourned by Mayor Cheney at 9:50 p.m.

Respectfully submitted by Michele Caron, Clerk