

**CITY OF UPSALA
UNOFFICIAL MINUTES
June 9, 2008**

Pursuant to due call and notice thereof, the City Council of Upsala, MN met in regular session on Monday, June 9, 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-** May: Motion to approve by councilor Hovland, second by councilor Johnson; unanimously carried.
- **Agenda Review-** Motion by councilor Johnson, second by councilor Maciej to approve with additions of Relief Association raffle, visitor, and lawn mowing,

Visitors-

- Erma Blonigen not able to attend-clerk presented her issue: Erma paid the entire 2007 property taxes on the property she purchased that was condemned by the city. The city acquired the property by order in June. Erma requested the city reimburse her for property taxes. Discussion: Motion made by Mayor Cheney, second by councilor Johnson to reimburse Erma \$96 for the second half taxes from 2007; unanimously carried.
- Henry Fuchs presented articles of incorporation and by laws for the newly organized Upsala Baseball Association. Discussion on their plans to work with the school and purchase property for softball/baseball fields. The association is asking the intent of the city with their softball/baseball field property and possibly the recreation building property. Councilor Johnson gave background on the groups that are currently utilizing the recreation building and how these groups could all maintain a relationship with whomever owns the building and continue to have it be a hub for community activities that all can enjoy.

The city is open to and has discussed in recent meetings the possibility of offering all or some of that property back to the school for sale. The school has first right of purchase on the property since it was sold to the city by the school. The council agreed they will send a letter to the school with options they can choose from. The association also requested a liquor license for an event to raise funds, and the clerk is checking with the Alcohol, Gambling and Drug Enforcement Agency if this is possible. The association discussed future softball/baseball field plans and locations and the clerk is researching some issues regarding zoning, etc.

UBA requested permission for a work day possibly June 16th to accomplish some general maintenance on the softball/baseball fields, pulling weeds, fix fence, bleachers and benches. Motion by councilor Hovland to approve the work day, second by councilor Johnson; unanimously carried.

- Discussion on property acquired by city on highway 238 and do we want to actively pursue buyers? Item tabled.

Maintenance Report-Frank Koopmeiners

- Water & sewer report given for the month of May: water 26,548 gal/day; up 3,381 gal/day. Sewer: 326 hrs/day up .06 hr.

- Uptown Alley-Clerk will call tri-city tomorrow as they have not called Frank. Uptown alley catch basin is working.
- Street sweeping done; "Parking Lot Sweeping Company" did a good job.
- Elm Avenue drainage-catch basin is as low as it goes; Frank will alter the slope of tar into the westerly basin to see if that helps.
- Bathroom lights-Motion made by Mayor Cheney to allow Frank to install motion lights in the park bathroom areas, second by councilor Maciej; unanimously carried.
- Frank is draining the pond until next week; he brought a sample which looked very clear. The BOD limit is 25 and this is less than one.
- Items discussed in loss control inspection-immediate areas are batteries in smoke detectors and emergency exit lights. The rest is tabled until the letter can be reviewed by the recreation board.
- Frank has requested and it was approved for his vacation to be July 11th-17th, and the 17th-26th of August-give or take a day depending on travel. Julian Herbes will be here in his place, and the clerk will be here, too.
- Lawns not mowed: Residents will get letters requesting they mow or the city will do it and charge the owner. Residents have called the city hall reminding us of certain properties that have not mowed. Resident had a noise complaint of neighbor with loud music and roaring cars at 2:00 am. Clerk will check on the ordinance, but residents may call the sheriff at any time.

Financial Report-Presented by clerk and reviewed by council. Explanations of statements from financial institutions, investments and reports were given. A brief overview of the water and sewer funds was explained.

Discussion that council members are interested in learning more regarding funds and how they are received and handled could be done at a budget work group. Decision to have a preliminary budget work group on June 17th at 7:00 p.m., and the clerk will present some education for the council on the flow of city budgetary items.

Councilor Hovland had questions regarding the system for paying bills, the clerk explained the claims paid are numbered according to the check number written, the stub is attached to the claims paid sheet which is attested by the clerk that it has been paid, and the invoice is attached. Invoices are passed around at the council meeting along with the claims list for approval for bills audited and ordered paid, but can be viewed at any time in the clerk's office. The checks are signed at this time by the Mayor and Clerk and distributed by the clerk.

Fire Department Report-Frank Koopmeiners

- No Fires

Planning Commission Report-Dan Hovland & Mayor Cheney

Planning Commission set an alternate date and time for July 9th at 8:00 p.m.

- PC recommends approval of land use permit for Roger Roerick of a new shed; Motion by councilor Hovland, second by councilor Johnson to approve the permit; unanimously carried.
- Fence ordinance discussed, and sample permit application reviewed.
- Clerk permits issued: Centra Sota Coop shingles/Joe Trettel shingles.

Recreation Building Board Report-Rollie Johnson

- A meeting is scheduled later this month.

Community Development Commission Report-Robert Maciej & Bethany Malisheske

- Dan Hovland explained the money from a grant for the brochures of the city came up \$40.62 short. Motion by Dan Hovland to pay the difference from the general government fund, second by councilor Maciej; unanimously carried.
- Extension on second grant which includes a survey regarding medical clinic needs-clerk will call Dan Frank from the Initiative Foundation to determine if the time extension is feasible or if paying the grant back now makes more sense because it may not be utilized soon enough.
- Heritage Festival: Clerk ordered garbage cans and park and pavilion reserved for Friday and Saturday August 9th and 10th. No activities there on the 9th, but in case of set up needs. Meetings are ongoing and progressing.

Old Business-

- Tennis courts tabled

New Business-

- Upsala Relief Association requested a raffle permit, Motion made by councilor Johnson to approve their raffle permit, second by councilor Malisheske; unanimously carried.
- Clerk Region 3 meeting in Ashby, MN heard a presentation by Stearns County Public Health Coordinator; Mike Matanich on Code Ready education for residents in disaster preparedness.
- Bills were audited and ordered paid in the amount of \$13,520.14. A complete list of disbursements can be viewed at city hall by request.

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

Respectfully submitted by Michele Caron, Clerk