

**CITY OF UPSALA
UNOFFICIAL MINUTES
July 14, 2008**

Pursuant to due call and notice thereof, the City Council of Upsala, MN met in regular session on Monday, July 14, 2008 at 7:00 p.m. in the Upsala Fire Hall. Council members and city employees present: Dan Cheney, Rollie Johnson, Robert Maciej, Dan Hovland, Bethany Malisheske, Michele Caron. Frank Koopmeiners vacation.

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

Minutes-June: Motion by Johnson, second by Maciej to accept with date and wording correction; unanimously carried.

Minutes-Special 6/17/08: Motion by Hovland, second by Maciej to accept with wording changes on postage discussion; unanimously carried.

Minutes-Special 7/1/08: Motion by Maciej, second by Johnson to accept with corrections; unanimously carried.

Agenda Review- Motion to accept with additions by Johnson, second by Hovland; unanimously carried.

Visitors-

- Wanda Erickson presented annual Great River Regional Library report and noted the many unique activities happening at the library. A survey was completed regarding hours and patrons voted to keep hours the same. Mayor Dan Cheney thanked Wanda for her many years of service to Upsala and surrounding areas and noted she is a champion for promoting Upsala and community awareness and involvement. One of the programs she has implemented is tracking Upsala alumni and scheduling them to share their talents with us.
- Bill Krivanek reported on the Regional Services Center site visit by county engineer Steve Backowski. There will have to be a pond for water collection, and it was agreed the Walnut Avenue expansion should be part of the overall project.
- Joyce Larson updated council on recreation building processes. Suggested she continue to schedule calendar, collect monies, and turn check book over to clerk. Board is looking at the sample waiver forms for liability. Clerk will make up a three year financial report based on checkbook for review. Clerk will get costs on insurance if any for increased liability.

Fire Department-No report except clerk has completed NIMS; and in training learned the Relief Association does not need to keep its' own bond insurance.

Maintenance Report-

- Water 25,767 gallons down 781; sewer 2.97 hours down .29 hr.
- Annual cleaning of sewer lines accomplished with jetting machine.
- City has 40 manholes; presented a quote for easy lift device; discussion that it could save maintenance from injuries lifting. Motion by Johnson to allow the purchase of the \$1,309 one with the strongest magnet, second by Hovland; unanimously carried.
- Weed report by Hovland-Positive response from resident with thistles.
- Watering credit suggested by resident-tabled until rates reviewed

Financial Reports/Budget-tabled until August when Dennis Bacon attends

Planning Commission Report by Hovland-

- Land Use Permit Guide reviewed-it states clearly when a permit is required
- Scholz shed permit application, motion by Cheney to approve per recommendation of P.C, second by Johnson; unanimously carried.
- Tarbuck appointment to P.C. - motion by Cheney, second by Hovland to approve; unanimously carried.

Recreation Board Report-previous discussion under visitors

Community Development Commission Report-

- Heritage Festival update: Fireworks complete, hot dish contest, and parade

Old Business-

- Listing of Hwy 526 property-tabled
- Resolution to approve maintenance of Oak Avenue from Capital Improvement funds and **not** by assessing properties by Hovland, second by Johnson; unanimously carried
- Resolution to approve city portion of resurfacing tennis courts by Cheney, second by Maciej; unanimously carried.
- Resolution to amend ordinance under kinds of liquor licenses to specify minimum liability limits for temporary 1-4 day and a \$25 fee motion by Cheney, second by Maciej; unanimously carried.
- Resolution to approve updated Uptown Alley bid of \$7,500 (which is less than previous due to also completing Oak Avenue maintenance) by Johnson, second by Maciej; unanimously carried.
- Presented draft street improvement resolution for review by council

New Business-

- Request for 2009 budget item from Initiative Foundation of donation. Motion made by Johnson, second by Maciej to donate \$250 in 2009; unanimously carried.
- Resolution reviewed from special meeting for temporary 1-4 day liquor license to Upsala Blue jays.
- Clerk training 7/16/08 long term financial planning \$80 registration. Motion made by Hovland to reimburse fee, mileage and half day meeting, second by Johnson; unanimously carried. Discussion whether or not a policy should be put into place on which items are reimbursed or paid instead of discussing it each time.
- Discussion on Wanda Erickson and her service to the community, motion by Cheney for Mayoral Proclamation recognizing her outstanding service, second by Hovland; unanimously carried.
- Received donations from American Legion in the amount of \$1,500 for fireworks during Heritage Festival, and from Lions in the amount of \$600 for park improvements-motion by Hovland to approve resolutions reflecting these donations, second by Maciej; unanimously carried.
- Post Office Hours: it is not a 24 hour lobby as previously reported by the contractors, but according to the postmaster it is being explored what needs to be put in place to allow longer lobby hours.

Bills were audited and ordered paid in the amount of \$38,213.13. A complete list of disbursements can be viewed at city hall by request, and annual financial reports are published by July 31st in the official posting area of the city hall window.

Meeting adjourned by Mayor Cheney at 9:45 p.m.

Respectfully submitted Michele Caron, Clerk