

MINUTES OF THE CITY COUNCIL MEETING

CITY OF JANESVILLE, WASECA COUNTY, MINNESOTA

JANUARY 11, 2016 CITY HALL 7:00 PM

I. CALL TO ORDER

The Janesville City Council met in regular session pursuant to due call and notice thereof; Mike Santo called the meeting to order at 7:00 pm.

Council present: Mike Santo, Mayor
Cliff Blaisdell, Council Member
John Sprengeler, Council Member
Council Absent: Kari Grisim, Council Member
Jeff Bartelt, Council Member
Staff Present: Clinton Rogers, City Administrator
Andrea Moen, Deputy Clerk
Nate Zimmerman, Utility General Manager
Dillon Petrowitz, Intern
Jason Femrite, City Engineer

II. PLEDGE OF ALLEGIANCE

City Council and everyone present stood and recited the pledge of allegiance.

III. APPROVAL OF AGENDA

Santo added new business item #6 dealing with appointment for HRA Board. Motion by Sprengeler, seconded by Blaisdell to approve the agenda with the addition. Voting in favor: Blaisdell, Sprengeler, and Santo; voting against: none; absent: Grisim and Bartelt. Motion carried.

IV. OLD HWY 14 TURNBACK – 2016 UTILITY IMPROVEMENTS

Rogers explained he received an email from the State stating we are good to move forward and don't need any additional easement paperwork. Femrite added it wasn't quite in the form their attorney wanted but granted approval.

V. CONSENT AGENDA

1. Minutes of last Regular Meeting on December 14, 2015
2. Accept Accounts Receivable
3. Audit City Bills for Payment
4. PRGC Financials

Motion by Sprengeler, seconded by Blaisdell to approve the consent agenda. Voting in favor: Blaisdell, Sprengeler, and Santo; voting against: none; absent: Grisim and Bartelt. Motion carried.

VI. PUBLIC FORUM

VII. NOTICES AND COMMUNICATIONS

1. CMPAS Flyer

VIII. COUNCIL REPORTS

Blaisdell stated the Utility Board covered finance planning which is on agenda tonight, solar energy, and the rice/neshap compliant information.

IX. ADMINISTRATOR REPORTS

Rogers gave reports:

- December Bank Rec. along with PSN update
- Invite to annual Fire Dept. Meeting Feb. 13th
- Prelim Audit starts Jan. 12th

X. OLD BUSINESS

1. Support of Safe Routes to School Application
A. Resolutions 2016-01

Rogers explained JWP and Waseca County sends support for safe routes application. This resolution is permission to apply for a matching grant with funds available in 2017. The school plus the City will cover local costs.

Motion by Blaisdell, seconded by Sprengeler to approve Resolution 2016-01. Voting in favor: Blaisdell, Sprengeler, and Santo; voting against: none; absent: Grisim and Bartelt. Motion carried.

2. City Logo Design Contest

Rogers stated three more designs were submitted along with previous submittal. Council agreed they liked the 1st option of the new designs submitted by Brady Manthe.



Motion by Blaisdell, seconded by Sprengeler to approve City Logo Design. Voting in favor: Blaisdell, Sprengeler, and Santo; voting against: none; absent: Grisim and Bartelt. Motion carried.

XI. NEW BUSINESS

1. Annual Apointment
 - A. Resolution 2016-02

Rogers stated we need to appoint an official newspaper which was tabled from last meeting to get quotes from a couple different papers. Waseca County was the only one to submit prices and this is who Council decided to choose.

Motion by Blaisdell, seconded by Sprengler to approve Resolution 2016-02. Voting in favor: Blaisdell, Sprengeler, and Santo; voting against: none; absent: Grisim and Bartelt. Motion carried.

2. Records Retention Schedule
 - A. Resolution 2016-03

Rogers explained we will do this resolution annually to follow the most current schedule for our Records Retention Policy.

Motion by Blaisdell, seconded by Sprengeler to approve Resolution 2016-03. Voting in favor: Blaisdell, Sprengeler, and Santo; voting against: none; absent: Grisim and Bartelt. Motion carried.

3. Police Department – Full Time Position

Rogers stated a few part-time employees are interested. I would like to get the personnel committee together to get things moving. In addition, Bill Adams expressed interest on being on the interview committee.

4. Liquor License Approval

Rogers explained Judy Jacobs would like approval of a liquor license for the Purple Goose Property as of Feb. 20th pending background check and other paperwork clear. Council didn't see an issue as long as paperwork checked out and current liquor license is relinquished. Jacobs questioned what if the current license isn't relinquished. Council wasn't clear on legality; therefore was going to double check.

Motion by Blaisdell, seconded by Sprengeler to approve liquor license contingent upon background check and legalities. Voting in favor: Blaisdell, Sprengeler, and Santo; voting against: none; absent: Grisim and Bartelt. Motion carried.

5. Financial Planning 2016

Zimmerman and Moen put together a couple of different scenarios for the Council to try and illustrate water, sewer and electric reserves moving forward. One scenario was to take percentage of cash flows from 2015 for each fund and create that reserve; however

estimated cash flow end of 2016 didn't make this feasible. Second scenario takes the cash balances of water, sewer, and electric plus Nursing Home money and clearing the golf course deficit which in result would leave remaining money to be used for starting those reserves plus help cash flow. This would paint a true picture going forward and hopefully fix the situations in the past if we can get numbers to cash flow end of 2016. Santo wanted the auditors opinion and council liked the second scenario but asked to work with the numbers more to get a real situation to operate year end of 2016. Santo also added he wanted us to work with \$500,000 from Nursing Home rather than the \$400,000 presented.

6. Appointment to HRA Board

Rogers stated Bernadette Sack resigned this past week from the HRA board which we appointed last month to a five year term. We need a resolution accepting her resignation and a resolution appointing a new member. Rosemary Schroeder was another candidate and I will contact her to see if she is still interested.

XII. ADJOURNMENT

Blaisdell made motion to adjourn, seconded by Sprengeler at 7:50pm. Voting in favor: Blaisdell, Sprengeler, and Santo; voting against: none; absent: Grisim and Bartelt. Motion carried.

Respectively signed by

/s/ Andrea Moen Date 02/08/2016

Andrea Moen
Deputy Clerk
City of Janesville