

MINUTES OF THE CITY COUNCIL MEETING
CITY OF JANESVILLE, WASECA COUNTY, MINNESOTA
JANUARY 12, 2015 CITY HALL 7:00 PM

I. CALL TO ORDER

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

Council present: Mike Santo, Mayor
 Cliff Blaisdell, Council Member
 Kari Grisim, Council Member
 John Sprengeler, Council Member
 Jeff Bartelt, Council Member

Council Absent: None

Staff Present: Clinton Rogers, City Administrator
 Andrea Preston, Deputy Clerk
 Brandon McCabe, City Planner

II. OATHS OF OFFICE FOR SANTO, GRISIM, & BLAISDELL

III. PLEDGE OF ALLEGIANCE

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

IV. APPROVAL OF AGENDA

Rogers added that the Waseca County Newspaper would like phone numbers for all council members.

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

V. CONSENT AGENDA

1. Minutes of last Regular Meeting on December 22, 2014
2. Accept Accounts Receivable
3. Audit City Bills for Payment

Rogers pointed out that there are extra set of payables that need to be entered for reconciliation purposes. Blaisdell made a motion, seconded by Grisim to approve the consent agenda. Voting in favor: Grisim, Blaisdell, Sprengeler, Bartelt, and Santo; voting against: none; absent: none. Motion carried.

VI. PUBLIC FORUM

VII. NOTICES AND COMMUNICATIONS

VIII. COUNCIL REPORTS

Sprengeler asked about snow removal down at Park Road. Rogers stated Ewert talked with Dennis Witt who is now taking over maintenance. He will inform Park Road.

IX. ADMINISTRATOR REPORTS

Rogers gave his reports.

- Waseca County is asking how many times we should meet this year. Council agreed upon once.
- Joint Fire Board meeting with township scheduled for February 23rd.
- McCabe attached staff report showing comparison of building permits the last two years.

X. OLD BUSINESS

1. Housing Tax Abatement Policy
 - A. Resolution 2015-01

McCabe was present to discuss the policy. He stated the EDA meeting was held previous to host a public hearing for the Housing Tax Abatement. The city proposes to abate the increase in taxes that someone would get for a new construction home; in essence, we would refund the increase back to the property owner over five years. This is on top of the utility rebate passed in 2014. This only refers to city tax. McCabe also added the EDA will use this policy as a reference because each property that applies will have to undergo a public hearing. Trial basis set for 2015-2016 and re-evaluate after that time.

Motion by Bartelt, seconded by Blaisdell to approve Resolution 2015-01. Voting in favor: Grisim, Blaisdell, Sprengeler, Bartelt, and Santo; voting against: none; absent: none. Motion carried.

XI. NEW BUSINESS

1. Annual Appointments

A. Resolution 2015-02

Rogers explained we do this annually to designation and appointment certain positions. We just need an acting mayor. Jeff Bartelt will be the acting mayor.

Motion by Blaisdell, seconded by Bartelt to approve Resolution 2015-02. Voting in favor: Grisim, Blaisdell, Sprengeler, Bartelt, and Santo; voting against: none; absent: none. Motion carried.

2. Boards & Commissions Appointments

A. Resolution 2015-03

Rogers stated most individuals were interested in running again except an opening on Nursing Home Board and EDA Board. Two individuals applied for Nursing Home Board. Council agreed to appoint Rosemary Schroeder. The EDA still sits one vacant and needs recommendations.

Motion by Sprengeler, seconded by Bartelt to approve Resolution 2015-03. Voting in favor: Grisim, Blaisdell, Sprengeler, Bartelt, and Santo; voting against: none; absent: none. Motion carried.

3. Data Practices Policy & Procedures

A. Resolution 2015-04

Preston explained by law every city should have a Data Practices Policy in place. There was one update since the packets; the addition to Appendix A in regards to Utility Bills. Overall, this is in place to make it easier for city staff and to protect the city.

Motion by Blaisdell, seconded by Sprengeler to approve Resolution 2015-04. Voting in favor: Grisim, Blaisdell, Sprengeler, Bartelt, and Santo; voting against: none; absent: none. Motion carried.

4. Records Retention Schedule

A. Resolution 2015-05

Rogers stated back in 2005 was the last time we adopted the MN Records Retention Schedule. Would like to continue doing this annually to show we follow this schedule.

Motion by Blaisdell, seconded by Sprengeler to approve Resolution 2015-05. Voting in favor: Grisim, Blaisdell, Sprengeler, Bartelt, and Santo; voting against: none; absent: none. Motion carried.

XII. ADJOURNMENT

Blaisdell made motion to adjourn, seconded by Grisim. Voting in favor: Grisim, Blaisdell, Sprengeler, Bartelt, and Santo; voting against: none; absent: none. Motion carried. Meeting was adjourned at 7:28 PM.

Respectively signed by

_____ Date _____

Andrea Preston
Deputy Clerk
City of Janesville