

**MINUTES OF THE CITY COUNCIL MEETING**

**CITY OF JANESVILLE, WASECA COUNTY, MINNESOTA**

**DECEMBER 14, 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; Mike Santo called the meeting to order at 7:00 pm.

Council present: Mike Santo, Mayor  
Cliff Blaisdell, Council Member  
Kari Grisim, Council Member  
Jeff Bartelt, Council Member  
Council Absent: John Sprengeler, Council Member  
Staff Present: Clinton Rogers, City Administrator  
Andrea Moen, Deputy Clerk  
Brandon McCabe, City Planner  
Dave Ulmen, Chief of Police  
Steve Johnson, Police Officer  
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**

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

**IV. OLD HWY 14 TURNBACK – 2016 UTILITY IMPROVEMENTS**

Femrite gave update stating 90% of plans are done and 100% should be done by end of this year. Following will be the bid process. There is some discussion with MnDOT about another form they possibly want signed.

**V. SAFE ROUTES TO SCHOOL PRESENTATION**

Intern Dillon Petrowitz and four other MSU students put together a safe routes to school plan. Also present were students Nathan Paris and Marissa Hansen. Petrowitz stated the main goal is to improve health and safety to and from school. An audit of the current

situation of block surrounding school involved incomplete ADA compliant curbs for crosswalks, one bike rack for students, upkeep of overgrowth on sidewalks, and additional safety patrol. Surveys showed main transportation to school is vehicles; parents stating reason is safety concerns of intersections. Short – term recommendations include: infrastructure needs, promotional events, safe crosswalks, and TAP funding. Long-term recommendations include: policy implementation going forward, adopting a sidewalk policy, Main St. railroad crossing, and funding. Blaisdell asked what the cost would be for short-term recommendations. Petrowitz replied it's roughly \$16,000.00 for infrastructure surrounding the school. Petrowitz added his group did submit a letter of intent for a matching grant to MnDOT which has been given consent to move forward on final grant submittal. He also added this funding wouldn't be available till 2020 if awarded. The Council thanked the students for the presentation. It was the consensus of the Council to apply for the funding.

## VI. CONSENT AGENDA

1. Minutes of last Regular Meeting on November 23, 2015
2. Accept Accounts Receivable
3. Audit City Bills for Payment
4. PRGC Financials

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

## VII. PUBLIC FORUM

Resident Ron Bruegger was present to ask some questions about line items on the passed PRGC Budget. He questioned the other revenue being \$11,500.00. Rogers and Blaisdell explained this is part recycling, John Deere Rebate program, and other misc. items. Next he questioned if the \$6500.00 was fully committed by JAGA. Blaisdell explained that is an estimate but yes they are helping with updating clubhouse and landscaping. Then asked about food sale increase. Council stated this was increased due to the autofryer put in place. Last he asked where the lawn mower lease was coming from. Rogers explained the capital outlay line item of about \$14,000.00.

## VIII. NOTICES AND COMMUNICATIONS

1. Mailing from Bolton & Menk

## IX. COUNCIL REPORTS

Grisim stated the Utility Board discussed separate checkbooks again.

## X. ADMINISTRATOR REPORTS

Rogers gave reports:

- November Bank Reconciliation along with PSN update
- Life Insurance Program included for FT employees
- PRGC membership drive this week
- Mr. Adams from school would like joint meetings with school board again

## XI. OLD BUSINESS

1. 2016 Budget Meeting
  - A. Resolutions 2015-40

Rogers stated the overall general fund tax levy increased 4.98%. This as a whole is about \$54.00 per person monthly and \$647.00 per person annually. Majority expenditures for 2016 are broken out as 35% police/fire, 24% accounting, 24% street dept., and 10% council/elections. Major revenues for 2016 are broken out as 55% LGA, 19% property taxes, 10% franchise fees, and 8% PILOT/transfers.

Rogers also wanted to point out Utility Board adopted Water and Electric budgets tonight as well with the recommendations from the MRES Rate Study.

Motion by Blaisdell, seconded by Bartelt to approve Resolution 2015-40. Voting in favor: Grisim, Blaisdell, Bartelt, and Santo; voting against: none; absent: Sprengeler.  
Motion carried.

## XII. NEW BUSINESS

1. Annual Apointments
  - A. Resolution 2015-41

Rogers pointed out that the only thing needed is acting Mayor and Official Newspaper. Also stated Council Meetings will be the second Monday of each month through March where they will re-evaluate. Blaisdell said he would be acting Mayor. Council wanted Rogers to look into rates for newspaper since receiving a letter from Lake Region Times.

Motion by Bartelt, seconded by Blaisdell to approve Acting Mayor but tabled Official Newspaper. Voting in favor: Grisim, Blaisdell, Bartelt, and Santo; voting against: none; absent: Sprengeler. Motion carried.

2. Boards & Commissions Appointments
  - A. Resolution 2015-42

Rogers stated all the boards are full with only one opening remaining on the Park Board. Santo asked resident Dan Seys in the crowd if he would be interested; he stated he would be on the board which meets quarterly. In addition, there were two applications –

Rosemary Schroeder and Bernadette Sack – for HRA board which you need to decide on as well. Santo stated he would like to see Sack remain on the HRA board since in the process of Elevator project which she is familiar with. Council decided Seys will fill Park Board and Sack will fill HRA Board.

Motion by Blaisdell, seconded by Bartelt to approve Resolution 2015-42. Voting in favor: Grisim, Blaisdell, Bartelt, and Santo; voting against: none; absent: Sprengeler. Motion carried.

Rogers also asked the council if they are sticking with the same representatives per board. Blaisdell is for Utility Board/Planning and Commission, Grisim is Park Board, Santo is Nursing Home Board, Bartelt is for Planning and Commission/EDA Board, and Sprengeler is HRA Board.

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

### 3. Letter from Mike Kennedy – RK & T Proposal

Rogers stated a proposal from Smith, Tollefson, Rahrck and Cass - attorneys for RK&T Development – has been brought forward to the City. It involves conveying 19 unsold properties in the Northwood Division to the City. There is about \$190,000.00 back taxes, penalties, and interest on these properties which would have to be paid before deeded back to City. Rogers did add a possible option - the City, County, and School forgiving this dollar amount. Rogers also asked the council who is going to handle these properties if this is the path we take plus this is a TIF District. Blaisdell stated couldn't we hire someone and Bartelt explained that costs money plus real estate agents don't make much on empty lots; therefore, probably wouldn't find one interested. Santo would like to table till we find out more information in regards to this proposal. Council agreed.

Motion by Bartelt, seconded by Grisim to table this proposal. Voting in favor: Grisim, Blaisdell, Bartelt, and Santo; voting against: none; absent: Sprengeler. Motion carried.

## XIII. ADJOURNMENT

Blaisdell made motion to adjourn, seconded by Grisim at 8:00pm. Voting in favor: Grisim, Blaisdell, Bartelt, and Santo; voting against: none; absent: Sprengeler. Motion carried.

Respectively signed by

Date 1/11/2016

/s/ Andrea Moen

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Andrea Moen

Deputy Clerk

City of Janesville