

**MINUTES  
REGULAR WASECA CITY COUNCIL MEETING  
MONDAY, FEBRUARY 1, 2010**

**CALL TO ORDER/ROLL CALL**

1 The regular City Council meeting was called to order by Mayor Roy Srp at 7:00 a.m.

Councilmembers present:

Mayor Roy Srp	Les Tlougan
John Clemons	Cindy Coy
Larry Johnson	Mark Christiansen (arrived 7:45 p.m.)

Absent: Allan Rose

Staff present:

Crystal Prentice, City Manager  
Teresa Walters, Finance Director  
Mary Buenzow, Records Secretary

**MOMENT OF SILENT PRAYER/PLEDGE OF ALLEGIANCE**

2 A moment of silent prayer was observed. The Pledge of Allegiance to the Flag was recited.

**APPROVAL OF AGENDA**

3 Councilmember Coy requested adding Region 9 under the Commission Reports, item 11A.

It was moved by Coy, seconded by Clemons, to approve the agenda as amended; the motion carried 5-0. (Rose absent, Christiansen not yet present).

**VISITORS, REQUESTS AND COMMUNICATIONS**

4 None

**Mayor Srp asked if there was anyone in the audience, not on the agenda, who wished to address the Council at this time.**

**Cheryl Taylor, 928 3<sup>rd</sup> Street SW**, addressed the Council and stated she wished to thank the City Manager and Council for their help on an issue with an apartment building in the City. Her mother lives in the building and there have been issues and Ms. Taylor stated she chose to follow the chain of command. Ms. Taylor also stated she is proud to have been selected to serve on the Human Rights Commission.

**PUBLIC HEARINGS**

5 None

**ROUTINE BUSINESS**

**6a Resolution No. 10-03 – Waseca Firefighters Relief Association bylaws amendment**

A memorandum from the Finance Director explained the City has provided a death benefit to the estate of deceased active members of the Waseca Fire Department upon death. The Office of the State Auditor has determined that death benefits cannot be paid out of the Special Fund. Based on this information, the Waseca Fire Relief Association voted to remove Section 6.2.3 Death Benefit from its bylaws and is asking for Council approval of this amendment.

It was moved by Tlougan, seconded by Johnson, to adopt Resolution No. 10-03, A RESOLUTION OF THE WASECA CITY COUNCIL APPROVING AMENDED BYLAWS OF THE FIRE RELIEF ASSOCIATION; the motion carried 5-0.

**6b Resolution No. 10-04 – Authorizing Rural Fire District contract**

The City Manager explained the City’s five-year agreement with the Waseca Area Rural Fire Protection District expired December 31, 2009. Staff has been meeting to work out the details for a three-year contract. The City Manager read aloud the details of the agreement.

Mayor Srp asked whether the representatives from the Fire Protection Board who were present in the audience, had any comments. There were none.

It was moved by Coy, seconded by Tlougan, to adopt Resolution No. 10-04, A RESOLUTION OF THE WASECA CITY COUNCIL AUTHORIZING RURAL FIRE DISTRICT CONTRACT; the motion carried 5-0.

**UNFINISHED BUSINESS**

7 None

**NEW BUSINESS**

**8a Appointment to Community Ed Advisory Board**

Openings exist on the Community Ed Advisory Board. An application was received from Jennifer Williamson, who is interested in appointment to this Board.

It was moved by Johnson, seconded by Tlougan, to appoint Jennifer Williamson to the Community Ed Advisory Board; the motion carried 5-0.

Staff stated one vacancy remains on the Community Ed Advisory Board.

**8b Change Order No. 5 – Project #0803**

Utilities Director Carl Sonnenberg explained the change order for the Wastewater Conveyance Project #0803 in the amount of \$3,913.88.

It was moved by Coy, seconded by Srp, to approve Change Order No. 5 in the amount of \$3,913.88 for Wastewater Conveyance Project #0803; the motion carried 5-0.

**8c Change Order No. 3 – Project #0812**

Utilities Director Carl Sonnenberg explained the change order for the Wastewater Treatment Project No. 0812 in the amount of \$33,506.00.

It was moved by Clemons, seconded by Tlougan, to approve Change Order No. 3 in the amount of \$33,506.00 for the Wastewater Treatment Project #0812; the motion carried 5-0.

**8d Replacement of Finance Assistant position**

Included in the Council material was a memorandum from the Finance Director explaining that Finance Assistant Nancy Bennett has given notice that she will be retiring. This leaves a critical position vacant and Ms. Bennett does a lot of complex duties that an accountant would do. Ms. Bennett has worked for the City for 28 years and has a lot of knowledge and completes many complex tasks. The Finance Department does not have staff with the accounting background and knowledge needed to complete the tasks necessary for this position. Staff recommends eliminating the Finance Assistant position and creating and hiring an Accountant.

After some discussion, it was moved by Clemons, seconded by Johnson, to approve eliminating the Finance Assistant position and create and hire an Accountant; the motion carried 5-0.

Councilmember Clemons commented he is in favor of this, but cannot go without saying that other Staff also go far and above their job descriptions.

Mayor Srp and the Council thanked Nancy Bennett for her years of service to the City and stated we will miss her and were fortunate to have her as an employee.

**8e DOER Pay Equity Report**

The Finance Director explained the City is required to prepare a Pay Equity Report every three years. In an effort to save the City money, the report was prepared by City Staff and indicates the City is in compliance with pay equity requirements per the Department of Employee Relations (DOER).

It was moved by Coy, seconded by Tlougan, to accept the 2009 Pay Equity Compliance Report submitted to DOER on January 28, 2010;

## DISCUSSION

Councilmember Coy commented that although the City received a 97.8% compliance rating, this means that women are being paid at 98 cents to the \$1.00. There is room for growth, but this is a very high rating.

## CONSENT AGENDA

- 9 It was moved by Clemons, seconded by Coy, to approve the Consent Agenda as presented; the motion carried 5-0 and included the following actions:
- a. Minutes – Regular City Council meeting – January 19, 2010 – were accepted and placed on file.
  - b. Minutes – City Council work session – January 19, 2010 – were accepted and placed on file.
  - c. Pay Request – Invoices #175438, #175440 – Bonestroo – was authorized for payment.
  - d. Pay Request #6 – S. M. Hentges – Project #0803- was authorized for payment.
  - e. Pay Request #7 – Robert L. Carr – Project #0812 – was authorized for payment.
  - f. Change Order of Substantial Completion Date – Project #0803 – was approved as presented.
  - g. Payroll & expenditures – January 2010- was authorized for payment.

## CITY MANAGER’S REPORT

- 10 The City Manager reported the Traffic Safety Board will be holding a public hearing this Wednesday, February 3, 2010 at 6:00 p.m. to consider parking issues on 3<sup>rd</sup> Avenue NE, and also a request for No Parking on portions of 3<sup>rd</sup> Street SW and on Johnson Avenue.

## COMMISSION REPORTS

- 11 The following reports were given:
- Joint Government meeting – Councilmember Christiansen was absent, no report given.
  - EDA – Councilmember Coy stated there has been no EDA meeting since the last report.
  - Fire Relief Association – Councilmember Johnson reported the Fire Relief Association has primarily been working on the bylaws amendment which was presented to the Council this evening.
  - Region 9 – Councilmember Coy provided an update of the activities and functions of Region 9 and stated they are currently working on an Economic Development Plan.

**ANNOUNCEMENTS**

- 12 **Mayor Srp commented there were people in the audience who were not present earlier this evening during the Visitors portion of the agenda, and he asked whether they wished to address the Council.**

**John Anton, 300 15<sup>th</sup> Avenue NE**, addressed the Council and explained City Staff has been working on issues at his apartment complex and he wished to thank the Building Inspector in particular.

Mr. Anton continued by saying there are a number of other problems at this apartment building, i.e. poor maintenance of the property, injuries due to a lack of snow removal and other items that could be avoided. He stated the residents appreciated the City's quick response to their concerns, and they are hopeful the City will continue to keep the pressure on the owner and manager of this building.

Mayor Srp thanked Mr. Anton and the residents for bringing their concerns to the Council and stated the Building Inspector, Chief of Police and other staff are working on these issues. The City Manager added a lot of the concerns have been referred to the County.

*Councilmember Christiansen arrived at this time – 7:45 p.m.*

Mr. Anton commented he and other residents have had some problems at the Neighborhood Service Center and encouraged the Council to consider the City offering a free food shelf and a free clothes closet.

Mayor Srp thanked Mr. Anton and the residents of this apartment building for attending the meeting and expressing their concerns.

**Miscellaneous announcements**

Councilmember Tlougan commented it is Snow Week at Waseca High School this week.

**ADJOURNMENT**

- 13 There being no further business to be brought before the Council, it was moved by Coy, seconded by Tlougan, to adjourn the meeting at 7:49 p.m.; the motion carried 6-0.

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R. D. SRP  
MAYOR

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MARY BUENZOW  
RECORDS SECRETARY