

MINUTES OF THE REGULAR MEETING
OF THE ADRIAN CITY COUNCIL HELD
IN THE COUNCIL CHAMBERS OF CITY
HALL MONDAY, JANUARY 26, 2015

CALL TO ORDER: The Regular Meeting was called to order by Mayor Wiese at 7:00 P.M.

ROLL CALL: Roll call indicated the following present:

Councilmember's: Robert Wiese, Don Shorter, Dean Von Holtum, Ron Lonneman, and Joe Hornstein
Dept. Heads: Administrator/Clerk-Treasurer Bruce A. Heitkamp, Utilities Superintendent Terry Miller, Public Works Superintendent Adam Henning, and Police Chief Shawn Langseth
City Staff: Deputy Clerk-Treasurer Rita Boltjes

CONSENT AGENDA: Motion by Shorter, second by Lonneman, motion carried to approve the following consent agenda items. RCV 5-yes, 0-no

FINANCES; Accounts Payable/Pledge Securities: The above motion carried to approve any transfers as noted on the Monthly Financial Report along with claims paid; check #16721-#16808 and the ACH payables as listed on the City Council Accounts Payable Listing: Total Expenditures: \$221,600.42

Fire Relief Assn Investments: Wells Fargo 12/31/14 Monthly, 12/31/14 Year End

MINUTES: The above motion carried to approve/acknowledge receipt of the following minutes/reports:

Approved:

Council	12/22/14
Park	1/12/15
Ambulance	1/10/15
Fire	1/7/15
Police	12/14
PUC	12/30/14 (Sp), 12/31/14 (Sp), 1/7/15 (Sp), 1/9/15 (Sp), 1/14/15 (Sp), 1/21/15 (Reg), 1/23/15 (Sp)
HRA	1/7/15
Community Development	1/15

PERMITS/LICENSES: The previous motion, which carried to approve finances and minutes, also approves the permit/licenses, as submitted, contingent upon the Utilities Superintendent, Police Chief, and ADA Inspector Boltjes' approval, as necessary, and submission of all pertinent information and documents, as required: Gambling (Resolution #496-2015) & Request for Use; City Street/Property.

2015 APPOINTMENTS, ASSIGNMENTS, AND DESIGNATIONS: Motion by Von Holtum, second by Shorter, motion carried to proclaim the 2015 appointments, assignments, and designations: RCV 5-yes, 0-no
Fire Department Appointments:

- Fire Chief – Ray Bullerman
- Assistance Fire Chief – Jim LeBrun
- Treasurer – Ron Lonneman
- Secretary – Shawn Langseth
- Maintenance Officer(s) – Dave Sieve & Tannar Heronimus (sharing duties)
- Training Officer – Brett Jackson

Councilmember Department & Board Assignments:

- Administration, Community Development, & Street - Wiese
- Fire Department & Police/Emergency Management – Lonneman
- Ambulance & Community Education – Shorter
- Park – Von Holtum
- HRA – Hornstein

Annual Designations:

- Acting Mayor (in the event Wiese is absent) - Lonneman
- Official Depository – Adrian State Bank
- City Attorney – Brian J. Daiker from Hedeem, Hughes & Wetering (prosecution services being outsourced to the Nobles County Attorney's Office (Kathleen Kusz – Nobles County Attorney))
- Emergency Management Director – Langseth
- Assistant Emergency Management Directors – Miller (1/1/15 – 6/30/15) & Henning (7/1/15 – 12/31/15)
- Official Publication - Nobles County Review

2015 VOLUNTEER BOARD TERMS; Park Board: Heitkamp explained that, to date, nobody illustrated interest in filling the one-year Park Board position opening.

EHLER'S & ASSOCIATES; Letter of Engagement: Motion by Lonneman, second by Von Holtum to appoint Ehler's & Associates as the City of Adrian's Dissemination Agent for the Issuer Continuing Disclosure, as required by the Securities and Exchange Commission (SEC) Rule 15c2-12 (the "Rule"). RCV 5-yes, 0-no

ANNEXATION, PLATS, ADDITIONAL PARKS, & AGRICULTURAL SERVICE DISTRICTS: The Council discussed changes to Adrian Corporate City Limits. Preliminarily and by consensus, the Council believed that every property receiving utility services from the Adrian P.U.C. should be annexed into the City. In addition to these areas, the Adrian well field and any acquired Adrian Industrial Development Corporation land is to also be annexed into Adrian's Corporate City Limits. An Agricultural Service District should be created for the agriculturally-acknowledged portions of the City. As a part of the discussion, no plans were made to add parks to the City. Heitkamp was directed to investigate and start the annexation process with City Attorney Brian J. Daiker. Additional information will be offered to the City Council as it becomes available.

STAFFING; Public Works Superintendent Hire: Motion by Von Holtum, second by Shorter, motion carried to acknowledge the hiring of Adam Henning as Public Works Superintendent for the City of Adrian and the Public Utilities Commission. Henning's official hiring date is January 26, 2015. RCV 5-yes, 0-no

Additional Hiring Decisions: Motion by Lonneman, second by Von Holtum, motion carried to grant the recently-appointed hiring committee the flexibility to hire an additional employee. Public Utilities Commission David Edwards and Wiese will discuss staffing needs and will direct City Hall Staff to place ads and prepare hiring packets, as needed. RCV 5-yes, 0-no

CITY STREET WORK: Wiese stated that he'll be visiting with Miller and Henning in regards to street maintenance. A street seal-coat project will be scheduled for the summer of 2015. Crack sealing is also needed as a part of the ongoing maintenance.

ADJOURNMENT: With no further business appearing, motion by Von Holtum, second by Lonneman, motion carried to adjourn the Regular Meeting at 8:22 P.M. RCV 5-yes, 0-no

/s/ Administrator/Clerk-Treasurer Bruce A. Heitkamp

/s/ Mayor Robert A. Wiese