

MINUTES OF THE REGULAR MEETING  
OF THE ADRIAN CITY COUNCIL HELD  
IN THE COUNCIL CHAMBERS OF CITY  
HALL MONDAY, FEBRUARY 24, 2014

**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:

Mayor/Councilmember's: Robert Wiese, Don Shorter, Ron Lonneman, Dennis W. Kruger, and Dean Von Holtum

Dept. Heads: Administrator/Clerk-Treasurer Bruce A. Heitkamp and Utilities Superintendent Terry Miller

Absent: Police Chief Shawn Langseth,

City Staff: Deputy Clerk-Treasurer Rita Boltjes

**CONSENT AGENDA:** Motion by Kruger, 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 all the financial data provided. BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ADRIAN THAT THE FOLLOWING BILLS ARE DUE AND PAYABLE AND THAT THE MAYOR AND ADMINISTRATOR/CLERK-TREAS. ARE HEREBY AUTHORIZED TO MAKE PAYMENT FOR SAME AND BE IT FURTHER RESOLVED THAT THE FUNDS ARE SUFFICIENTLY PROTECTED BY FDIC AND PLEDGE SECURITIES: Total Expenditures: \$161,990.88 (Res #815, AP Bk 7)

**Fire Relief Assn Investments:** Wells Fargo 1/31/14 Monthly Report

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

Approved:

Council	1/27/14
Park	2/10/14
Ambulance	2/3/14
Fire	2/5/14
Police	1/14
PUC	no meeting
HRA	2/5/14
Housing Task Force Committee	2/3/14
Community Development	2/14

**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: Zoning, Gambling, Request for Use; City Street/Property, Optional Liquor-2:00 A.M.

**PERA PHASED RETIREMENT OPTION (PRO); 2014:** Heitkamp relayed a probable interest in the PRO if the City/PUC were to offer a program in 2014. The Council discussed the staffing impacts if employee(s) were to participate in the program. After discussion, Kruger moved, second by Shorter, motion carried to notify employees and offer the program; pending the agreed-upon cooperation of the Public Utilities Commission. RCV 5-yes, 0-no

**ADRIAN PARKS PROPOSAL; Summer Baseball Field Maintenance:** Heitkamp explained that a private individual performed baseball maintenance to the baseball field during the summer months. This individual is requesting payment to perform these baseball-related improvements in 2014. After discussion, Shorter moved, Von Holtum second, motion carried to approve this expense. The motion also carried to allow Heitkamp to approve subsequent field- maintenance expense requests as long as the request does not exceed a 10% annual increase. RCV 5-yes, 0-no

**FEMA FLOOD PLAIN MAPS; Update City Code and Public Hearing:** Boltjes and Heitkamp explained the process of updating FEMA's Flood Plain Maps for Adrian. The process requires the calling of a public hearing to share updated City Code with the public. After discussion, a motion was offered by Lonneman, second by Von Holtum, motion carried to proclaim a public hearing on Monday, March 24, 2014 at 7:00 P.M. for the purpose of explaining and acting upon Ordinance #77-2014, 2<sup>nd</sup> Series, Chapter 11. RCV 5-yes, 0-no

**ARNOLD MEMORIAL HEALTH CARE CENTER FUND; HVAC Debt Pay-Off:** Kruger moved, second by Von Holtum, motion carried to pay off the HVAC loan to Capitol One. RCV 5-yes, 0-no

**ANNEXATION; Procedures and Targets:** Heitkamp shared that City Attorney Brian Daiker advised a cooperative effort for annexation. Other means for annexation were possible but not without more time, effort, and expenses; for all involved. The Council discussed annexation and possible target areas. Any action regarding annexation was tabled until maps are presented to the Council and they have time to consider the options available.

**PROPERTY, VEHICLE, & LIABILITY INSURANCE; 2014 Renewal:** Lonneman moved, second by Von Holtum, motion carried to accept Adrian Insurance Agency's quote for the 2014 PVL policy. Prior to action, Boltjes explained that all of the department heads reviewed the coverage options. There was a savings acknowledged from the 2013 PVL policy. RCV 5-yes, 0-no

**EQUIPMENT REVOLVING-STREET FUND; Case Tractor Purchase Proposal:** Miller explained the existing 1997 Case 570 LXT loader tractor had nearly 8,000 hours on it and was need of being replaced. Miller requested to replace the existing tractor with a Case 570N XT Tier IV loader tractor with approximately 5 hours. Miller requested the use of the State of Minnesota contract with Titan Machinery to ascertain the best price. Miller explained the cost exceeded the balance in the Equipment Revolving-Street Fund. Miller advised the board to pay the balance from the Equipment Revolving-Street Seal Coat Fund. A seal coat was planned for 2014 but the balance should cover that expense. Miller also stated the Public Utilities Commission may be interested in assisting with the loader tractor purchase too; as the PUC departments also use the tractor. After discussion, Kruger moved, second by Lonneman, motion carried to authorize Miller to purchase the tractor if Miller believes the funds are available. RCV 5-yes, 0-no

**ADJOURNMENT:** With no further business appearing, motion by Von Holtum, second by Kruger, motion carried to adjourn the Regular Meeting at 8:46 P.M. RCV 5-yes, 0-no

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

/s/ Mayor Robert Wiese