

MINUTES OF THE REGULAR MEETING
OF THE ADRIAN CITY COUNCIL HELD
IN THE COUNCIL CHAMBERS OF CITY
HALL MONDAY, JUNE 25, 2012

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

ROLL CALL: Roll call indicated the following present:

Mayor/Councilmember's: John Faber, Robert Wiese, Don Shorter

Absent: Ron Lonneman, Dennis W. Kruger

Dept. Heads: Administrator/Clerk-Treasurer Bruce A. Heitkamp, Utilities Superintendent Terry Miller, Police Chief Shawn Langseth

City Staff: Deputy Clerk-Treasurer Rita Boltjes

Guests: Auditor Jim Gilman, Adrian Care Center's Andy Huhta, Adrian Care Center's Chris Knoll, Resident's Merlyn Inglett, Don Wolf, and Mary Steenhoven

2011 AUDIT/FINANCIAL REPORTS: Gilman presented the 2011 Audit/Financial Report for the City of Adrian and the Public Utilities Commission. Gilman informed the Council that funds were well maintained and the financial condition of the City of Adrian was in favorable condition in comparison to similar-sized Cities. The assets of the City exceeded its liabilities. The City decreased the existing debt principal in 2011. Gilman was issuing an unqualified opinion in connection with the audit; which is the best-allowed rating for a City. At the end of discussion, Shorter moved, second by Wiese, motion carried to approve the 2011 audit report, as illustrated by Gilman (and his accounting firm, Conway, Deuth, & Schmiesing). RCV 3-yes, 0-no

ADRIAN CARE CENTER; Administrator Introductions: Huhta and Knoll requested the opportunity to introduce themselves. Huhta is the acting administrator of the Adrian Care Center. Knoll was an administrator-in-training at the Care Center. Knoll is hoping to one day become an administrator of a care facility; possibly the Adrian Care Center. Huhta explained that financial conditions at the Care Center have improved. Census has recently increased. After several questions were answered, the Council thanked Huhta and Knoll for their visit and the meeting continued to proceed.

NON-CONFORMING USE QUESTION; Kennel Request: Steenhoven presented the Council with a Non-Conforming Use Application. However, the application did not have approval signatures from 75% of the neighboring residents within 300 feet of her residence; as required. Heitkamp provided Steenhoven with a map of the affected neighbors in an effort to assist. Steenhoven then exited the meeting with a better understanding of her application requirements.

CONSENT AGENDA: Motion by Wiese, second by Shorter, motion carried to approve the following consent agenda items. RCV 3-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: \$106,612.00 (Res #776 AP Bk 7)

Fire Relief Assn Investments: Merrill Lynch 5/31/12

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

Police; Parking Restriction Recommendation: Langseth forwarded that efforts have increased in enforcing parking violations. Langseth identified that City Code limited truck parking (1 ½ ton to Semi) in areas that were only "identified by signs". Langseth asked the Council's opinion of that section of the Code and then advised the "sign" reference be removed so the enforcement of all trucks included parking off of City streets. By consensus, the Council directed staff to present a new parking ordinance that eliminated the sign reference.

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, Moving, Out-Door Dance Permit, Request for Use of City Street/Property, Gambling, and Temporary On-Sale Off Premises Liquor License.

Male Dancing Show: Langseth forwarded a request that came from a local bar. The bar's staff has requested Langseth's input in regards to having a male dance show. Langseth understood that a portion of the dancer's proceeds would come in the form of patron's tips. Langseth stated the show possibly wouldn't violate the "Adult Business" code enforcement. However, Langseth further explained that patron contact with the dancers could violate City Code Section 5.90. The Council agreed and directed Langseth and City Staff to forward the Council's concerns to the bar.

GARBAGE CLEAN-UP (GC) RATE INCREASE: Motion by Shorter, second by Wiese, motion carried to approve the current fee (no increase) for GC on the utility refuse charge. RCV 3-yes, 0-no

LEASE OF CITY-OWNED PROPERTY; Henning Construction: Heitkamp explained that J. Scot Henning replied with lease requests for the City-owned lots (Original Plat, Block 6, N. ½ of Lot 16, all of Lots 17 & 18). Henning's requested the use of the property for the expenses related to maintaining the lots. After discussion, and by consensus; the Council directed Heitkamp to forward the Council's final lease decision to Henning Construction for a one (1) year [July 1, 2012 to June 30, 2013] lease agreement at the cost of Henning's recommended maintenance upgrades. After the first year, Henning's would be charged for the use of the property with increases agreed to; as needed.

2012 ELECTIONS: Wiese moved, second by Shorter, motion carried to approve the listing of election judges, as well as, any that may volunteer prior to election time and to further set wages for judges, the head judge, and meals. RCV 3-yes, 0-no

TOWNSHIP AMBULANCE AND FIRE AGREEMENTS: Motion by Shorter, second by Wiese, motion carried to approve and maintain the current fire call charge for the first two hours of services and the same charge for each additional hour thereafter; this is billed/paid by the property owner. The Fire Department per section rate will remain the same for 2013 and 2014. The motion also approved the Ambulance Board's recommendation to maintain the per section rate for 2013 and 2014. RCV 3-yes, 0-no

EQUIPMENT REVOLVING REQUEST; Different City Hall Copying Machine: Heitkamp requested use of the City's Equipment Revolving-Admin funds to purchase a different copier. Heitkamp has submitted an RFP and will replace the present copier in early to mid July, 2012. After explanation, Wiese moved, second by Shorter, motion carried to approve the use of the City's Equipment Revolving-Admin funds for the copier. RCV 3-yes, 0-no

EARLY RETIREMENT INCENTIVE; P.U.C. Request: As explained during the Consent Agenda, the Public Utilities Commission (P.U.C.) requested a month to consider the operational affects of the proposed Phased Retirement Option; offered by the Public Employment Retirement Association (PERA) and the employers. Heitkamp informed the Council that Boltjes and he held meetings with eligible employees. The employees offered questions and are awaiting the Council/PUC's decision regarding the program.

ADJOURNMENT: With no further business appearing, motion by Wiese, Shorter second, motion carried to adjourn the Regular Meeting at 8:12 P.M. RCV 3-yes, 0-no

Administrator/Clerk-Treasurer Bruce A. Heitkamp

Mayor; John W. Faber