

City of Stewart Council Minutes

June 10th, 2024

7:00 pm Call to Order the Regular Council Meeting

Pledge of Allegiance

Roll call; Mayor: Jason Peirce - here
 Council Member: Carol Altrichter - here
 Council Member: James Eitel - here
 Council Member: Thomas Moon – absent
 Council Member: Daniel Broucek - here

Approval of Minutes;

Motion to approve May 2024 Meeting Minutes, Eitel/Altrichter, all in favor, motion carries

Consent of Agenda;

Motion to approve the agenda, Altrichter/Eitel, all in favor, motion carries

Approval of Treasurer Report and Balance Sheet;

-We are low on funds in general checking due to no state aid or property taxes

-To be safe until we get property taxes, Mayor Peirce is suggesting we move \$50,000 from General Savings to General Checking

Motion to approve the Balance Sheet, Eitel/Broucek, all in favor, motion carries

Motion to move \$50,000 from General Savings to General Checking, Eitel/Altrichter, all in favor, motion carries

Approval of Statement of Revenue and Expenditures;

-Mayor Peirce explained that the new reports are called different names and look very different than the previous reports that the council is used to

-It will take a little bit to get used to the new terminology and the new report styles

-The month of May amounts that are off are Auditing services, property taxes, and miscellaneous revenues

-Council member Altrichter asked Fire Chief Josh Cox what his \$975 bill was used to repair, he said it was used to repair the hoist

Motion to approve the Statement of Revenues and Expenditures, Altrichter/Broucek, all in favor, motion carries

Approval of Claims;

Motion to approve the payments, Altrichter/Eitel, all in favor, motion carries

Approval of Utility Billing Information;

Motion to approve Utility Billing Information, Altrichter/Broucek, all in favor, motion carries

Approval of Bank Reconciliations – General Fund, Rehab, Pop and Stewart-Fest

-Banyon is still working on these reports and getting things straightened out so we do not currently have these reports

Petitions, requests, and communications

Stewart Fest proposal;

-They are hoping to offer a movie in the park every third Thursday of the month from June through August

-The expectation is they would plug in a projector to use with their inflatable screen

City of Stewart Council Minutes

June 10th, 2024

Motion to approve the use of electricity and the park for a movie everything third Thursday,
Altrichter/Eitel all in favor, motion carries
Donation for Buffalo Lake Days;
-There is no interest in donating to Buffalo Lake Days

Ordinances and Resolutions;

Resolution 2024-46: Consolidation of Bank Accounts;
-This is formalizing what we talked about last month about consolidating the bank
Motion to approve the consolidation of bank accounts, Eitel/Broucek, Broucek-yeah, Eitel-yeah,
Altrichter-yeah, Peirce-yeah, all in favor, motion carries

Resolution 2024-48: Cactus Jacks Liquor License;
Motion to approve Altrichter/Eitel, Broucek-yeah, Eitel-yeah, Altrichter-yeah, Peirce-yeah, all in
favor, motion carries

Resolution 2024-49: Request for Vacation Time Payout – Mike Hansen;
Motion to approve, Altrichter/Broucek, Broucek-yeah, Eitel-yeah, Altrichter-yeah, Peirce-yeah, all
in favor, motion carries

Resolution 2024-51: Closure of Streets for StewartFest;
Motion to approve, Altrichter/Broucek, Broucek-yeah, Eitel-yeah, Altrichter-yeah, Peirce-yeah, all
in favor, motion carries

Reports of Officers, Boards and Committees;

1. Police Department Report –
Motion to approve the Police Dept Report, Altrichter/Broucek, all in favor, motion carries

Agreement to provide Law Enforcement Services

2. Emergency Services Report
 - A. Fire Department

Resolution 2024-44: Acceptance of Donation from Glencoe Regional Health
Motion to approve acceptance of donation, Eitel/Altrichter, Broucek-yeah, Eitel-yeah, Altrichter-
yeah, Peirce- yeah, all in favor, motion carries

Resolution 2024-45: Redistribution of donation to Relief Association
Motion to approve redistribution of donation, Altrichter/Eitel, Broucek-yeah, Eitel-yeah, Altrichter-
yeah, Peirce -yeah, all in favor, motion carries

Resolution 2024-47: Acceptance of Donation from Brownston Polar Bears
Motion to approve donation, Eitel/Broucek, Broucek-yeah, Eitel-yeah, Altrichter-yeah, Peirce -yeah,
all in favor, motion carries

Resolution 2024-52: Donation from Beich Family
Motion to approve donation, Eitel/Altrichter, Broucek-yeah, Eitel-yeah, Altrichter-yeah, Peirce -
yeah, all in favor, motion carries

Resolution 2024-53: Donation Redistribution to Relief Association
-Should stay with the city

City of Stewart Council Minutes

June 10th, 2024

-Fire Chief Cox would like to set a date for Township Budget on August 20th, 2024 at 6:30pm

-Mayor Peirce is asking if someone in the Fire Dept is willing to help get invitations sent out

Motion to set special meeting for Township Budget meeting on August 20th at 6:30pm, Altrichter/Broucek, all in favor, motion carries

Motion to approve Fire Department Report, Altrichter/Eitel, all in favor, motion carries

B. EMR Department

-3 medicals

-Restocked the van and ordered additional supplies

Motion to approve EMR Department Report, Eitel/Altrichter, all in favor, motion carries

3. Public Works Reports

A. Maintenance Report

-Council member Altrichter asked if anything is being done with the stumps

-Nate let her know they have been working on them since Sunday

-Mayor Peirce asked if we have tried out the Silversmith tablet for GPS capabilities, Nate will look into that going forward

B. Hood for softball fence

-It would have cost around \$6,000 to get that set up based off of last year's bid

-Netting could be put up like the batting cage netting

-Another option is plexiglass from Crow River Glass

C. Resolution 2024-50: Approval of Bid for Street Repair/Maintenance;

-Nate's recommendation for the bids is Borgen

-The cost of this will be \$90,000 and only \$20,000 has been budgeted, so there is not enough money set aside for this

-Nate will prioritize what needs to be done to cut down on costs this year

-Resolution 2024-50 tabled for now

-A resident brought up blight concerns asking if we are going to crack down on mowing

-Mayor Peirce let them know that it is being worked on

Motion to approve Maintenance Report, Altrichter/Eitel, all in favor, motion carries

D. Water/Waste Water Report

-Mike let everyone know that 2 lines failed for copper in the tests and now more tests need to be done

E. Resolution 2024-54: Water Tower Service Contract;

-This work will be done on the tank

-It will cost \$259,850.00, and can be paid back of 5 years at \$51,970.00 per year

-Mayor Peirce stated that we need to be in compliance by 2030, so some of the work can be pushed off a couple years

-It will be 2026 before we can apply for funding

-The routine work on water tower: painted every 5 years, cleaned every 2 years, inspected every year

-We currently have enough for one payment out of the water tower improvement fund

City of Stewart Council Minutes

June 10th, 2024

-They will do all of the work right now and then charge us interest free over the next 5 years

-Mayor Peirce stated that we need to come up with a plan to fund it before we approve it

-Resolution 2024-54 tabled for now and rediscuss in July

-Mike and Laura will work together to figure out how we can find a way to make \$150,000 over the next five years

Motion to approve Water/Waste Water Report, Altrichter/Eitel, all in favor, motion carries

Building & Planning & Zoning Permits

Approved Building Permits;

Unfinished business;

Employee Review,

Taylor Hesse;

Motion to take Taylor off of her probation, Altrichter/Broucek, all in favor, motion carried

Michael Hansen;

Motion to approve step increase for Mike Hansen, Altrichter/Eitel, all in favor, motion carried

Miscellaneous;

ADJOURN

Motion to Adjourn at 8:47, Altrichter/Broucek, all in favor, motion carried

Jason Peirce - Mayor

ATTEST:

Laura Ranieri, City Clerk – Treasurer