

**ELYSIAN CITY COUNCIL
FEBRUARY 8, 2010
REGULAR MEETING
MINUTES
6:00 P.M.**

The Elysian City Council met in regular session on Monday, February 8, 2010, at City Hall at 6:00 p.m.

Members present were: Mayor David Rager; Councilmembers Tiffani Atherton, Mary Opsahl, Clinton Stoen; Clerk Administrator Patricia Nusbaum; City Attorney Jason Moran, and Administrative Assistant Lorri Kopischke. and Public Works Director John Roessler. Absent: Councilmember Roger Hanson.

Meeting was opened with the Pledge to the US Flag.

On motion by Stoen, seconded by Opsahl, all voting in favor, minutes of the January 11, 2010 meeting were approved as presented.

On motion by Atherton, seconded by Stoen, all voting in favor, to agenda was approved as presented.

Prior to the meeting Bolten and Menk Engineering had communicated that due to weather, they would not be present at the meeting.

Public Works Director John Roessler report:

1. Asked the Council to consider a monthly storm water fee to help alleviate the costs for storm water pond maintenance. Presently the city has 13 ponds, as more development occurs, more ponds. Council will discuss matter in the near future.
2. Discussion was held on the prior approval to allow John Roessler to take advantage of the State phased retirement program offer. Attorney Moran offered that an agreement was to be drawn between the City and the employee. Discussion was held on the rate of pay and benefits. On motion by Rager, seconded by Stoen, all voting in favor, to allow Roessler to work 1040 hours between June 1, 2010 and May 31, 2010 at his same rate of pay \$26.17 per hour with no city benefits being offered.

Clerk Administrator updates:

1. Reviewed the most recent information on the stimulus funds available. The funding appears that it could be a loan to the city if project meets the stimulus criteria.
2. Update on the most recent information on unallotments from the State.
3. Safety and Loss Control workshop for participation by employees and Council.

Other Business:

Councilmember Clinton Stoen and Edna Thayer, representatives from the Personnel Committee, presented the draft Personnel Policy. Various questions were answered. On

motion by Opsahl, seconded by Atherton, to approve the Personnel Policy with four questions to be considered for further research: 1) To include FMLA information; 2) To include alcohol testing as part of the drug policy; 3) Clarification on the section regarding retaliation, and; 4) To remove the word “commercial” from the prohibitive use section of the technology section of the policy. Questions will be forwarded to MN Valley Council of Governments who helped prepare the document and will be finalized at the next regular meeting.

Clerk Administrator Nusbaum presented the name of Mike Kauss, 6 Egret Lane, for approval to the Planning and Zoning Commission. Kauss will be asked to come to the next meeting so that all of the Council can meet him prior to approval consideration.

Discussion on the revenues and expenses of the Fire Department for years 2007 and 2008 have been reviewed with an amount being due the City of Elysian. On motion by Rager, seconded by Atherton, all voting in favor, to review the 2009 Fire Department revenue and expenses, along with the 2007 and 2008 balances, which will be provided to the council upon which the recommendation from the Council will go to the Joint Fire Board.

On motion by Atherton, seconded by Stoen, all voting in favor to offer Request for Proposals from engineering firms for engineering services for the City of Elysian which must be turned into City Hall by 5:00 p.m. on Monday, March 8, 2010, at which time a special meeting of the City Council will be held to publically accept and open the proposals. No action will be taken at the special meeting on the proposals.

Councilmember Stoen suggested and all were in agreement that pictures and biography of the Council members be placed on the elysianmn.com web site.

Resolution was presented by Councilmember Stoen, seconded by Councilmember Atherton, to approve Resolution 345/10 which begins the process of the City of Elysian to participate in the national flood insurance program as follows:

RESOLUTION 345-10

RESOLUTION TO APPLY TO PARTICIPATE IN THE NATIONAL FLOOD INSURANCE PROGRAM

WHEREAS, certain areas of Elysian City are subject to periodic flooding or flood-related erosion, causing serious damages to properties within these areas; and

WHEREAS, relief is available in the form of federally subsidized flood insurance as authorized by the National Flood Insurance Act of 1968; and

WHEREAS, it is the intent of the Council to require the recognition and evaluation of flood or flood-related erosion hazards in all official actions relating to land use in areas having these hazards; and

WHEREAS, this body has the legal authority to adopt land use and control measures to reduce future flood losses pursuant to authority of the State of Minnesota;

NOW, THEREFORE, BE IT RESOLVED, that this Council hereby:

1. Assures the Federal Emergency Management Agency that it will enact as necessary in those areas having flood or flood-related erosion hazards, adequate land use and control measures with effective enforcement provisions, including:
 - a. Require permits for all proposed construction or other development in the community so that it may determine whether such construction or other development is proposed with the floodplain.
 - b. Review proposed development to assure that all necessary permits have been received from those governmental agencies from which approval is required by Federal State law.
 - c. Review and maintain all permit applications to determine whether proposed building sites will be reasonably safe from flooding.
 - d. Review and maintain all permit applications to ensure that any development activities are consistent with criteria set forth in Section 60.3 of the National Flood Insurance Program Regulations.
2. Vests the City Administrator with the responsibility, authority, and means to:
 - a. Assist the Administrator, at his/her request, in his/her delineation of the limits of the area having special flood or flood-related erosion hazards.
 - b. Provide such information as the Administrator may request concerning present uses and occupancy of the floodplain or flood-related erosion areas.
 - c. Cooperate with federal, state and local agencies and private firms which undertake to study, survey, map and identify floodplain or flood-related erosion areas, and cooperate with neighboring communities with respect to management of adjoining floodplain and/or flood-related erosion areas in order to prevent aggravation or existing hazards.
 - d. Submit on the anniversary date of the community's initial eligibility an annual report to the Administrator on the progress made during the past year within the community in the development and implementation of floodplain management measures.
 - e. Upon occurrence, notify the Administrator, in writing, whenever the boundaries of the community have been modified by annexation or the community has otherwise assumed or no longer has authority to adopt and enforce floodplain management regulations for a particular area. In order that all Flood Hazard Boundary Rate Maps accurately represent

the community's boundaries, include within such notification a copy of a map of the community suitable for reproduction, clearly delineating the new corporate limits or new area for which the community has assumed or relinquished floodplain management regulatory authority.

- f. Ensure that the community's Flood Insurance Rate Maps are maintained and kept current by providing the Federal Emergency Management Agency with any new or updated flood risk data or any modified data reflecting natural or man-made changes to the floodplain.
3. Appoints City Administrator to maintain for public inspection and to furnish upon request, for the determination of applicable flood insurance risk premium rates within all areas having special flood hazards identified on a Flood Hazard Boundary Map or Flood Insurance Rate Map, any certificates of floodproofing, and information on the elevation (in relation to mean sea level) of the level of the lowest floor (including basement) of all new or substantially improved structures, and include whether or not such structures contain a basement, and if the structure has been flood proofed the elevation (in relation to mean sea level) to which the structure was floodproofed;
4. Agrees to take such other official action as may be reasonably necessary to carry out the objectives of the program.

Resolution was presented by Councilmember Stoen, seconded by Councilmember Atherton, with the following vote being taken:

Voting in the affirmative: Stoen, Atherton, Opsahl, Rager.

Voting in the negative: None.

Adopted by the Elysian City Council this 8th. day of February, 2010.

Patricia Nusbaum, Clerk Administrator David Rager, Mayor

A hearing on the proposed flood ordinance will be held at the next regular meeting.

Attorney Moran addressed the Council regarding a bill in the amount of \$9,781.50, from the State of Minnesota Office of Administrative Hearings for the annexation hearing and process. Moran will make another contact as to the consideration of a reduced amount, and will report at the next regular meeting.

On motion by Stoen, seconded by Atherton, all voting in favor, bills, payroll, and transfers were approved in the amount of \$112,218.75.

Mayor Comments

The Personnel and Budget Committees are now completing their first year. The personnel handbook was outdated and, I believe, needed to be redone. My hope was that

a comp time plan and/or salaries could be initiated to address the overtime that the City was incurring.

My suggested direction for the Budget and Finance Committee in this initial year was the budget. I believe they did an excellent job in working with the City to lower our tax levy which should in turn lower our real estate taxes in 2010. We will know in the next several weeks how much that impacted real estate taxes for all of us.

What I would like to see in 2010 from the Budget and Finance Committee is not only an expanded coverage of the budget for 2011 but exploration of spending in our City. Maybe we can check with other government agencies to see if there is a way to lower our costs on everything that we purchase for the operation of our city. I would like to see suggestions brought to the Council on anything that would lower our cost of operation.

Lowering our taxes and water bills cannot be accomplished without being very careful and cognizant of what we are spending everyday.

David

Visitors Comments:

1. Pat Quiram – 305 4th. Street NW – Concerned about the letterhead used by the City. At the bottom of the letterhead it states “Home of Elysian Area Historical Museum”. She stated that the entity was fictitious and did not exist and wanted it removed from the letterhead. Matter will be on next month’s agenda.

Motion made by Stoen, seconded by Atherton, all voting in favor, meeting adjourned at 7:45 p.m.

Attest:

David Rager, Mayor

Patricia Nusbaum, Clerk Administrator