

**MELROSE CITY COUNCIL
REGULAR MEETING
THURSDAY, MAY 20, 2010 – 6:00 P.M.**

AGENDA

1. Call to Order/Roll Call/Pledge of Allegiance
2. Approval of Agenda
3. Consent Agenda
 - a. Approval of Minutes
 - b. Approval of Bills/Purchase Orders
 - c. Approval of Investments
 - d. Donation Resolutions:
 - 1) Resolution No.10-23 – Melrose Lions – Melrose Area Chamber
 - 2) Resolution No.10-24 – Jennie-O Turkey Store – Melrose Fire Department
 - 3) Resolution No. 10-25 – Melrose Lions – Maintenance of Youth Baseball Field
 - 4) Resolution No. 10-26 – VFW Post 7050 – Maintenance of Youth Baseball Field
 - 5) Resolution No. 10-29 – Melrose American Legion Post 101 – Maintenance of Youth Baseball Field
 - e. Gambling Resolution:
 - 1) Resolution No. 10-27 – Sauk River Chapter of Minnesota Deer Hunters
 - f. Fire Department Bad Debt Accounts
 - g. Resolution No. 10-30, Resolution Authorizing Execution of Agreement C.R.A.S.H. Task Force (Central Minnesota Reduction of Accidents for Safe Highways)
4. Reports
 - a. Police Department Monthly
 - b. City Attorney Report
 - c. General Fund First Quarter
 - d. Planning and Zoning Commission
 - e. Minnesota Engineering and Construction Services
5. Action Items
 - a. Comprehensive Plan Committee
 - b. Hiring of Part-Time Police Officer
 - c. 2010 Street Seal Coat Project
 - d. EMS Trauma, Triage and Transport Guidelines
 - e. Defensive Driving Course
 - f. Grass Cutting Notice

- g. Ordinance No. 5-20-2010, An Ordinance Amending Melrose City Code Chapter 95: Sections 95.37 and 95.38 of Trees, Shrubs, Landscaping, Weeds and Other Plants
 - h. Resolution No. 10-28, Resolution Authorizing Submitting Small Cities Development Program Application
 - i. Community Festival License
 - j. Resolution No. 10-31 Resolution Authorizing the Submission of a Request for Grant Funding From the Healthy Communities Partnership Program of the Initiative Foundation to Assist with the City's Comprehensive Plan Update Project
 - * k. Fire Department – 2011 FEMA Grant Application
 - * l. EMT Hire
6. Old Business
- a. Platting of Health Services District and Lions and Jaycee Community Park
 - b. Expansion to CentraCare Health System – Melrose Leased Property
 - c. Request For Proposals for Feasibility Study and Construction Plan and Specifications/Trunk Main Extensions
 - d. Comprehensive Plan Community Meetings
 - e. Organizational Assessment Update
 - f. Fifth Street North Street Condition
7. New Business
- a. Small Cities Development Program – Housing Rehab
 - b. Jennie-O Turkey Store Truck Re-routing Request
 - c. Schedule Special Meeting
8. Informational Items
- a. Schools and Conferences
 - b. Planning and Zoning Commission Meeting Minutes
 - c. CenterPoint Energy Correspondence
 - d. Public Utilities Commission Meeting Minutes
 - e. Installation of Playground Equipment in Lions/Jaycee Community Park
 - f. Purchases
 - g. DNR Grant
9. Adjournment
- * Amendments

**MELROSE CITY COUNCIL
REGULAR MEETING
THURSDAY, MAY 20, 2010 – 6:00 P.M.**

A.I. #1 CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE

The Melrose City Council met in a Regular Meeting on Thursday, May 20, 2010 at 6:00 p.m. at the Melrose City Center pursuant to due notice being given thereof. Present were Council Members Jenny Mayers, Tom Budde, Joe Finken, Tony Klasen, Mayor Eric Seanger, Public Works Director John Harren, and City Clerk Patti Haase. Assistant City Administrator/Treasurer Karen Thostenson was absent. Mayor Seanger presided thereat.

The Council then recited the Pledge of Allegiance.

Also in attendance were students of the American Government class from the Melrose Area High School.

A.I. #2 APPROVAL OF AGENDA

A motion was made by Ms. Mayers, seconded by Mr. Budde and unanimously carried that the agenda be approved as amended.

A.I. #3 CONSENT AGENDA

The following items were considered for approval under the Consent Agenda:

- a. the minutes from the Council's April 15 Regular Meeting, April 15 Special Joint Meeting with the Utilities Commission, and May 11 Local Board of Appeals and Equalization Meeting minutes.
- b. list of bills in the amount of \$247,749.52 ([See attached list](#))
- c. list of investments for the month of April ([See attached list](#))
- d.
 - 1) [Resolution No. 10-23](#) – donation from the Melrose Lions to the Melrose Area Chamber: \$2,500 towards the Riverfest Celebration and \$60 towards Chamber membership dues.
 - 2) [Resolution No. 10-24](#) – donation from Jennie-O Turkey Store in the amount of \$1,500 towards the Melrose Fire Department for equipment.
 - 3) [Resolution No. 10-25](#) – donation from the Melrose Lions in the amount of \$600 for the maintenance of the youth baseball field.
 - 4) [Resolution No. 10-26](#) – donation from VFW Post 7050 in the amount of \$200 for the maintenance of the youth baseball field.
 - 5) [Resolution No. 10-29](#) – donation from Melrose American Legion Post 101 in the amount of \$450 for the maintenance of the youth baseball field.

The Melrose City Council and staff would like to thank the youth baseball team for soliciting donations.

- e. 1) [Resolution No. 10-27](#) – Resolution Approving Gambling License to the Sauk River Chapter of Minnesota Deer Hunters for an exemption from lawful gambling license to conduct a raffle on September 25, 2010 at the Melrose American Legion, 265 East County Road 173, Melrose, Minnesota.
- f. The following is a list of Fire Department uncollectible accounts that have been submitted to Revenue Recapture and are recommended to be charged off:

<u>Name</u>	<u>Amount</u>
Theresa Bolstad	<u>\$125.00</u>
TOTAL	<u>\$125.00</u>
- g. [Resolution No. 10-30](#) – Resolution Authorizing Execution of Agreement C.R.A.S.H. Task Force (Central Minnesota Reduction of Accidents for Safe Highways)

A motion was made by Mr. Finken, seconded by Mr. Budde and unanimously carried to approve the Consent Agenda as submitted.

A.I. #4 REPORTS

- a. Police Chief John Jensen presented the Police Department’s April monthly report. There were a total of 190 calls in April compared to 234 in the prior year. There were 71 verbal warnings and 8 written warnings, with a total of 17 citations written. Year to date, there have been 815 calls, which is 76 calls less than at the same time last year. Chief Jensen reminded residents to obtain dog or cat license for their pets. Licenses can be purchased at the City Center. Also discussed was the occupancy issue at the 500 Block of East Main Street. Chief Jensen informed the Council that Sister Adela is working to obtain suitable housing for the family.
- b. City Attorney Scott Dymoke presented his report on the project he has been working on for the City:
 - 1) Rose Park – Office work reviewing applicable state statutes and City Code Sections regarding evidence of title for manufactured homes and applications for manufactured home moving permits. Prepared affidavits for use as evidence of title when person claiming ownership of manufactured homes apply for a moving permit, but cannot produce a certificate of title. Reviewed City zoning regulations to confirm that unoccupied manufactured homes may not be stored in City residential or industrial districts.
- c. In the absence of the Assistant City Administrator/Treasurer, Public Works Director Harren presented the General Fund Financial First Quarter Report. He noted that revenues are at 7% of budget due to the City not receiving any LGA or property taxes until the second and fourth quarters of the year. Mr. Harren noted that the City does, however, designate funds at the beginning of each year to cover the first six months of expenses. Overall revenues totaled \$244,749, expenses totaled \$907,427, or 25%, of the budgeted amounts.
- d. Planning and Zoning Commission/Council Member Klasen reported on the Commission’s May 11 meeting. The main focus of the meeting was the Comprehensive Plan update process including committee formation and the first of several community meetings to be held beginning in June. These topics will be discussed later in the meeting.

- e. Mike Nelson with Minnesota Engineering and Construction Services addressed the Council and reintroduced himself and his company. Mr. Nelson is a former Bonestroo employee and has started an engineering company known as Minnesota Engineering and Construction Services located in Cold Spring. Mr. Nelson is familiar with the City of Melrose and was involved in the design of Twelfth Avenue East. He also oversaw the design of the lift station near Eleventh Avenue East, which is planned to ultimately allow for the removal of the small station at the south end of Twelfth Avenue East and located on Kraft Drive.

A.I. #5 ACTION ITEMS

- a. Mayor Seanger reported that City staff, the Planning and Zoning Commission, and Planning Consultant Tina Goodroad of Bonestroo, have been discussing a preliminary schedule for the comprehensive planning process which is expected to officially begin by early June with an anticipated completion date of February 2011. To adhere to this schedule, it is necessary to hold the first full committee meeting in early June and the first community meeting before the last week of June. This will enable staff and the consultant to undertake some of the Comprehensive Plan activities over the summer based on the input received at the first community meeting and to prepare for a second community meeting in late summer or early fall. At its May 11 meeting, the Planning and Zoning Commission met to discuss Comprehensive Plan Committee membership. Each Member was asked to bring to the meeting a listing of residents whom they felt could represent multiple elements/segments of the City as representatives on the Committee. To function as efficiently as possible in an attempt to meet the February 2011 completion goal, the Commission decided that a small representative committee will work best. The Committee will consist of the seven Commission Members with Member Klasen serving as the Council's representative. In addition, over the next several days, staff will be contacting the individuals recommended by the Commission in an attempt to solicit the participation of seven additional Committee members. Staff will serve in an auxiliary capacity.

The Planning and Zoning Commission recommends Council appointment of the following 14 members to the 2030 Comprehensive Plan Committee:

Kevin Thomes, Chair – Planning and Zoning Commission
Henry Ahrens, Vice Chair – Planning and Zoning Commission
Tony Klasen – Planning and Zoning Commission and Council
Jeanne Kraemer – Planning and Zoning Commission
Dave Rodahl – Planning and Zoning Commission
Tim Gillet – Planning and Zoning Commission
Randy Dufner – Planning and Zoning Commission
Dick Christenson – Melrose Area Development Authority/Community Opportunities
Committee
Dina Pierskalla
Kent Brown
Rachel Dymoke
Mary Schwieters
Stacey Austing-Jacobson

While the Planning and Zoning Commission, along with the Planning Consultant, believe the proposed small, but representative, Committee will allow the Comprehensive Plan updating process to proceed with maximum efficiency and achieve the goal of a February 2011 completion, the Commission requested Council approval to add a member or two if an element or area of the City is not represented or there is strong interest for additional participation.

Staff members led by Planning and Development Director Walz will serve the Committee in an auxiliary capacity.

A motion was made by Ms. Mayers, seconded by Mr. Budde and unanimously carried concurring with the Planning and Zoning Commission's recommendations for Committee composition.

- b. Mayor Seanger stated that Police Chief Jensen is seeking Council approval to begin the hiring process for a second part-time Police Officer. Chief Jensen has spoken with Sauk Centre Chief Friedrichs and he is in agreement that there is a need for an additional part-time officer. Gordon Stevens, a Melrose Police Reserve Officer, is graduating from Alexandra Technical College with a degree in Criminal Justice on May 14. Mr. Stevens was named the Law Enforcement Student of the Year and Alexandria Technical College Student of the Year. The rate of pay is recommended to be at Start on the Police Officer wage scale, which is \$17.34 per hour.

A motion was made by Mr. Budde, seconded by Mr. Finken and unanimously carried approving the hiring of part-time Police Officer Stevens.

- c. Mayor Seanger noted that the City of Melrose has submitted Request for Proposal to select engineering consultants to prepare plans and specifications for the 2010 Street Seal Coat Improvements in the City. Two proposals were received by the deadline of Monday, May 10 at 2:00 p.m. A third quote from Minnesota Engineering and Construction Services was mailed out on Friday, May 7; however, the proposal was not received before the deadline, therefore, was not eligible for consideration. The low quote received was from Bonestroo in the total amount of \$701.

A motion was made by Mr. Klasen, seconded by Ms. Mayers and unanimously carried authorizing the low bidder, Bonestroo, to proceed with plans and specifications along with solicitation of quotes per the request for proposal.

- d. Mayor Seanger reported that Minnesota Statutes, Section 144.604 requires that EMS providers transport major trauma patients with a compromised airway immediately to the nearest designated trauma hospital if one exists within 30 minutes of transport. If no trauma hospital exists within 30 minutes, patients are to be transported to the closest hospital. By July 1, 2010, all licensed ambulance services will be required to have written, age-appropriate, Triage and Transport guidelines consistent with the Statewide Trauma System requirements and approved by the EMSRB. Ambulance Coordinator Jenn Tschida and Human Resources Technician Diane Gruber have drafted the Trauma, Triage and Transport Guidelines for the Melrose Ambulance Department with the assistance of Medical Director Dr. Carl Melling and have received approval of the Guidelines from the Emergency Services Regulatory Board (EMSRB).

A motion was made by Mr. Finken, seconded by Mr. Budde and unanimously carried approving the Trauma, Triage and Transport Guidelines for Melrose Ambulance.

- e. Mayor Seanger noted that Ambulance Department Members Holly Berscheit and Bailey Vogel both need to take the Defensive Driving Course which is offered through the Minnesota Highway Safety Center at a cost of \$366 per person for a total of \$732. The date of the course is June 16.

A motion was made by Mr. Budde, seconded by Ms. Mayers and unanimously carried approving Ms. Berscheit and Ms. Vogel to attend the driving course.

- f. Mayor Seanger reported that a notice was sent by Streets/Parks Supervisor Mark Maus to the property owner at 413 North Fifth Avenue East, requesting that the grass be cut by no later than May 24, 2010. As per City Code 95.38, all property owners shall be responsible for the removal, cutting, or disposal and elimination of weeds, grasses, and rank vegetation or other uncontrolled plant growth on their property that, at the time of notice, is in excess of 10 inches in height. The grass has now been cut, however it is recommended that the Council approve the destruction order as it then becomes effective for the entire growing season, meaning that if any time after the issuance of the notice a violation reoccurs, the City shall abate the weeds without further notification to the property owner. It should be noted that any unpaid grass cutting bills can, and will be, certified against the property prior to year-end.

A motion was made by Ms. Mayers, seconded by Mr. Budde and unanimously carried approving the destruction order.

- g. Mayor Seanger noted that due to the increasing number of property foreclosures, there has become a problem with properties, in some stage of the foreclosure process, of not keeping lawns trimmed. Given the time it takes to work through the procedure for notice and appeal, the City needs to intervene sooner. Intervening earlier will save cost and effort, as the lawns will not be as overgrown by the time the City is able to abate the problem. Therefore, staff is recommending City Code 95.38 be amended stating: "All property owners shall be responsible for the removal, cutting, or disposal and elimination of weeds, grasses, and rank vegetation or other uncontrolled plant growth on their property that, at the time of notice, is in excess of 8 inches in height."

Ms. Mayers then introduced Ordinance No. 5-20-2010, An Ordinance Amending Melrose City Code Chapter 95: Sections 95.37 and 95.38 of Trees, Shrubs, Landscaping, Weeds and Other Plants and approved the codification of Melrose City Code, Chapter 95. ([See attached ordinance.](#)) The motion was seconded by Mr. Klasen with a roll call vote recorded as follows:

FOR: Council Members Mayers, Klasen, Budde Finken and Mayor Seanger
AGAINST: None

- h. Mayor Seanger noted that the Minnesota Department of Employment and Economic Development (DEED) has contacted the Stearns County Housing and Redevelopment Authority (HRA) which submitted the request for an extension of Small Cities Development Program – Housing Rehab funding for the cities of Melrose and Brooten requesting that the City of Melrose submit a resolution authorizing the request for the funds it recently received. The cities of Melrose and Brooten have been approved for an additional \$206,950 in 2010 funding to be used to rehabilitate 10 owner-occupied homes – five in each City.

Mr. Finken then introduced Resolution No. 10-28, Resolution Authorizing Submitting Small Cities Development Program Application. ([See attached resolution](#)) The motion was seconded by Mr. Budde with a roll call vote recorded as follows:

FOR: Council Members Finken, Budde, Mayers, Klasen and Mayor Seanger
AGAINST: None

- i. The Council next gave consideration to approving the Community Festival License Application for John Dough's Pizza for the Melrose Fire Department Fundraising Event to be held Saturday, July 24 at the Sauk River Park. This event must comply with City Code Chapter 113.23(C) which deals with Community Festivals – Public Property.

A motion was made by Ms. Mayers, seconded by Mr. Klasen and unanimously carried approving the Community Festival License contingent upon the City Clerk receiving the proper fees and documentation.

- j. Mayor Seanger reported that staff has submitted a preliminary grant application to the Initiative Foundation for matching funding through the Healthy Communities Partnership Program to assist with the costs associated with the Comprehensive Plan update project. The preliminary grant request, which is the first of the two-step process, was approved with the Initiative Foundation inviting a full proposal from the City. Submission of the proposal must be accompanied by documentation from the City authorizing the grant application.

Mr. Budde introduced Resolution No. 10-31, Resolution Authorizing the Submission of a Request for Grant Funding From the Healthy Communities Partnership Program of the Initiative Foundation to Assist with the City's Comprehensive Plan Update Project. ([See attached resolution](#)) The motion was seconded by Ms. Mayers with a roll call vote recorded as follows:

FOR: Council Members Budde, Mayers, Finken, Klasen and Mayor Seanger
AGAINST: None

- k. Consideration was given to authorizing the Melrose Fire Department to submit the necessary application for the necessary application for the 2011 Firefighter Assistance Grant through FEMA, which is a 95% (FEMA) and 5% (Fire Department) match, requesting funding for turnout gear and a breathing air compressor. Fire Chief Kraemer will be submitting the application in the amount of \$70,000 (\$66,500 FEMA/\$3,500 Fire Department)

A motion was made by Mr. Klasen, seconded by Ms. Mayers and unanimously carried approving the Fire Department to submit an application for the 2011 FEMA Fire Grant in the amount of \$70,000.

- I. Mayor Seanger reported that Ambulance Coordinator Jenn Tschida is requesting approval to hire two new members, Katie Rademacher and Natasha Hennen, to the Melrose Ambulance Department. She has conducted interviews with both candidates. Both are attending nursing school and are already EMT-certified. Hiring of these two individuals is contingent upon their passing the pre-employment physical and agility tests. The hiring of these individuals would bring the Ambulance membership to 21. They are able to have up to 30 members.

A motion was made by Mr. Finken, seconded by Mr. Budde and unanimously carried appointing Ms. Rademacher and Ms. Hennen to the Ambulance Department contingent upon passing the pre-employment physical and agility test.

A.I. #6 OLD BUSINESS

- a. Mayor Seanger reported that at the Council's March 18 meeting, Planning and Development Director Walz informed the Council that CentraCare Health System – Melrose (CCHS-M) as part of its requirement to abandon unneeded utilities easements and to dedicate the necessary new ones as part of its expansion project was considering a re-plat of the health care campus with its assortment of lots, blocks, and plats and vacated streets and alleys. At that time, Director Walz inquired whether the City should pursue the platting of the multi-parcel Lions & Jaycee Community Park in conjunction with the CentraCare platting project if the cost were deemed reasonable.

He was directed to get a cost estimate from CentraCare for the City's portion. The cost from Westwood Professional Services for the coordinated platting services with CentraCare for the Lions & Jaycee Community Park is \$2,600.

A motion was made by Mr. Budde, seconded by Mr. Finken and unanimously carried approving the collaboration with CentraCare for the platting of Lions & Jaycee Community Park property.

However, the Council directed staff to negotiate with CentraCare to absorb more of the cost for the platting services.

- b. Mayor Seanger reported that another matter for consideration is a sliver of unused City-owned, but unleased, land located between the north line of the CentraCare-leased property and the south line of the Chris Addition 2 plat containing East Village Townhomes. The City may wish to have this approximate 15,000 square foot remnant included in the CentraCare lease and plat. While the City would retain an easement over this property, its value to CentraCare would be long-term in that it could be used for setback purposes when and if it is ever decided to continue with expansion construction north of the 2009 clinic addition. The property might also be used for parking in the future or any similar non-structure uses.

A motion was made by Ms. Mayers, seconded by Mr. Budde and unanimously carried to have staff inquire whether CentraCare wishes to include this parcel remnant in its lease and plat.

- c. Mayor Seanger next reported that the City of Melrose submitted Request for Proposal to select engineering consultants for the 2011 Twelfth Avenue East Water and Wastewater Trunk Main Extension. The City received four proposals for engineering services for the trunk main extensions from the intersection of Eleventh Avenue East and County Road 65 southeasterly to the intersection of Twelfth Avenue East and County Road 65, then south to the Lake Wobegon Trail. The low proposal was from Minnesota Engineering and Construction Services in the amount of \$11,000. Mayor Seanger stated that he preferred awarding the work to either WSB in the amount of \$15,000 or Bonestroo in the amount of \$15,300 due to them having performed work for the City in the past. Council Member Budde concurred with Mr. Seanger's statement.

After a lengthy discussion and input from Minnesota Engineering and Construction Services and WSB, a motion was made by Mr. Budde to award the bid to WSB in the amount of \$15,000. Mayor Seanger seconded the motion with a roll call vote recorded as follows:

FOR: Council Member Budde and Mayor Seanger
AGAINST: Council Members Klasen, Mayers and Finken

Motion failed.

A motion was then made by Mr. Klasen to award the bid to the low bidder, Minnesota Engineering and Construction Services. Ms. Mayers seconded the motion with a roll call vote recorded as follows:

FOR: Council Members Klasen, Mayers and Finken
AGAINST: None
ABSTAIN: Council Member Budde and Mayor Seanger

Motion passed.

- d. Mayor Seanger stated that as noted in the first issue of the ***Comprehensive Plan Update*** newsletter sent with the recent utility bills, the participation of the City's residents in the comprehensive planning process is essential for its success. Getting involved in the planning process is a great way to help shape the future of the Melrose community and to help determine what kind of community we want for ourselves and for our children. In mid-June, the first of several public community meetings on the Comprehensive Plan update will be held at the Melrose City Center. All Melrose residents are encouraged to attend and participate in this meeting to plan for the Melrose of 2030. The exact date of the public community meeting will be determined shortly and published in the Melrose Beacon and posted on Mel-TV and throughout the community.

- e. Mayor Seanger reported that David Unmacht with Springsted, Inc. visited with each Department Head and/or Supervisor on May 14 as he continues his work on the organizational assessment. It is hopeful to have the draft study completed by early to mid-June and the final document by end of June.
- f. Mayor Seanger noted that Bonestroo has completed the Fifth Street North Condition Report. In summary, the street has reached its designed life span early due to heavier traffic than anticipated in 1992. On pages 6-8 of the report, Bonestroo identified seven options along with associated costs. The Council will discuss the options at budget time and incorporate the estimated cost of the preferred option into the Five Year Capital Improvement Plan.

A.I. #7 NEW BUSINESS

- a. Mayor Seanger reported that correspondence was received from Dan McElroy, Commissioner for the Minnesota Department of Employment and Economic Development (DEED), informing the City that an extension with additional funding had been granted for last year's Small Cities Development Program (SCDP) – Housing Rehab Program for the joint application of the cities of Melrose and Brooten. This application, submitted by the Stearns County HRA in behalf of the cities of Melrose and Brooten, was approved for an additional \$206,950 in 2010 funding to be used to rehabilitate 10 owner-occupied homes – five in each city. The basis for the extension's approval by DEED was the abundance of applicants in both cities whose needs could not be met due to a lack of funding in the 2009 program. Candidates for the 2010 Melrose rehab funds will be selected from the 2009 pool of qualified applicants which exceeded funds available for 2009 improvement projects. Unfortunately, even after the five 2010 projects are completed in Melrose, there will remain a substantial number of qualified applicants with worthy projects which will not be undertaken due to a lack of funding. City staff was informed that because of its three SCDP – Housing Rehab Programs in less than 10 years, it is unlikely it will be considered for additional funding for several years.
- b. Mayor Seanger noted that at some time prior to May 1993, Jennie-O Foods, Inc., now known as Jennie-O Turkey Store, Inc. (JOTS), entered into an understanding with the City in response to citizen complaints regarding feathers from the live-haul trucks littering the roadway, primarily Main Street, between the JOTS live-haul facility at the east end of the City and the processing facility adjacent to downtown. Property owners along Main Street had requested the City work with JOTS to resolve the issue and had suggested such alternatives as putting netting over the trucks to contain the feathers. The eventual resolution was an understanding that during non-winter months, JOTS trucks loaded with live turkeys would travel from the east end live-haul site to the main plant by taking a route which went east from the City along County Road 65 then returned to the plant via I-94 and South Second Avenue East. This has worked well for many years. However, JOTS inquired about the possibility of again using Main Street as the main access between the live-haul staging area and the processing plant.

Being aware of the past feather issue concerns, JOTS is contending that those feathers which would be lost along the proposed Main Street entry to the plant would be vacuumed up on a daily basis. A search of City records found only limited reference to the matter, but those records do note that in a Special "Committee of the Whole" Meeting of the Council on May 6, 1993 that "It was noted the feather issue had been discussed in the past and Jennie-O trucks were rerouted so as to reduce the amount of feathers in the City."

City staff, through resident complaints, was informed that JOTS had resumed the practice of using Main Street as the "new" live-haul route. When Processing Plant Manager Jerry Primus was contacted on May 10 about the route and the feather complaints, he said that the route selection was dictated by the JOTS corporate office and that he had no control over the route. He also noted that the processing plant is regarded as a separate operating enterprise from the live-haul operation. When staff spoke to the live-haul facility personnel, they were informed that the live-haul staff had been receiving numerous complaints from residents and that the directive to use Main Street as the shortest route due to its cost savings came directly from JOTS top management and, since it was a corporate decision, they could do little about it locally, however, steps were being taken to mitigate the situation. Staff and Council will continue to monitor the issue and review at its June meeting.

- c. The Council gave consideration to scheduling a Special Meeting to discuss budget issues/LGA cuts. It was the consensus of the Council to postpone the scheduling of the special meeting at this time. The Council, at its June regular meeting, will give consideration to scheduling a special meeting to discuss the budget issues/LGA cuts, and the organizational assessment. Council Member Klasen also requested that the Council review and discuss the ordinance regulating single-family occupancy and residential property.

A.I. #8 INFORMATIONAL ITEMS

The following informational items were then discussed:

- a. The following is a list of schools and/or conferences where registrations were made:
 - 1) Complying With the FLSA – May 26 in St. Cloud. Registration: N/A.
Attending: Human Resource/Payroll Technician Diane Gruber.
- b. Planning and Zoning Commission's April 8 Regular Meeting minutes.
- c. Correspondence from CenterPoint Energy – Summary of responses from the 2009 Community Leaders Survey.
- d. Utilities Commission's April 12 Regular Meeting and April 27 Special Meeting minutes.
- e. Streets/Parks Supervisor Mark Maus has set Monday, June 7 as the day for installing the playground equipment at the Melrose Lions & Jaycee Community Park.

- f. The following are purchases that are presented as Informational Items: Streets/Parks Supervisor Maus has obtained two quotes for the purchase of Traffic Zone Paint. The low quote was received from Diamond Vogel in the amount of \$1,533.61 including tax. Due to budget constraints, staff has elected to only paint the crosswalks on those streets that have higher traffic volume. The reduced painting of crosswalks will save approximately \$506 in material costs.
- g. The Fire Department received a \$1,000 grant from the Department of Natural Resources (DNR) which will be credited towards the purchase of helmets, hose, and nozzles.

A.I. #9 ADJOURNMENT

A motion was made by Mr. Finken, seconded by Mr. Klasen and unanimously carried that the meeting be adjourned at 7:10 p.m.

PATRICIA HAASE – CITY CLERK