

**CITY OF FISHER
MEETING MINUTES
Monday, December 11, 2017
Fisher School Library
7:00pm**

Council Members Present: Jennifer Dahlen, Laurie Anderson, Alissa Larson, Adam Wagner, Wayne Schull
City Staff Present: Amy Theis, Mike Theis, Ken Robinson, Taylor Amiot (AE2S), Delmar Peterson

1. **Meeting was called to order by Acting Mayor Larson at 7:01pm.**
2. **Additions/Corrections were made to the agenda.**
3. **Approve Minutes from November 6, 2017 meeting.**
Anderson made a motion to approve the minutes from November 6, 2017. Wagner seconded the motion. Motion carried.
4. **Fisher Forum:**
5. **Public Works:**
 - A. **Olson salary recommendation**
Tabled until next month. This will find out the last time Olson had a raise.
6. **Fire & First Responders:**
 - A. **Ambulance Replacement**
No report.
 - B. **Cooperative effort with EGF Fire Department**
The department is a bit conflicted about another agency taking over.
 - C. **Resignation**
Delmar Peterson submitted his resignation effective January 1, 2018.
 - D. **SCBA Replacement**
This scheduled meetings with Erik Quirk to compare the estimate he received from Grand Forks Fire Equipment with options offered as part of the State of Minnesota's cooperative purchasing contract. Quirk failed to attend.
7. **Police:**
 - A. Residents are being respectful of the winter parking ordinance
 - B. Dealt with a suicidal student
8. **COUNCIL UNFINISHED BUSINESS**
 - A. **Delinquent Utilities**
This reported account #29 as the only account 60 days or more past due. This residence was voluntarily disconnected and will be required to pay the balance prior to reconnection.
 - B. **Drainage Issue at Elm St. and Memorial Drive**
Amiot didn't have much to report. Installing a new larger culvert could cost \$5K+, and while it won't hurt anything it may not help much. Snow removal on Elm push to the west. Very little grade from Erickson's/Lundstrom's culvert to Bruer's culvert. Schull asked if there were any options between doing nothing and putting in an entire storm sewer system. It appears that this is only an issue during spring thaw. The current circumference is 24" culvert, the maximum it could be 36". This will try to schedule a meeting with Rich Sanders, Township, and the Watershed boards.

- C. Greater MN Transportation Alternatives Solicitation Letter of Intent (Sidewalk grant request)**
Amiot and Theis met with Darren Laesch, MN DOT's District Planning Director, and Troy Schroeder, NWRDC Transportation Planner, to review the City's Letter of Intent. It was implied that our chances of receiving grant funding would be greatly improved if Fisher School completed a Safe Routes to School plan. Superintendent Hanson was brought into the meeting and will work with Schroeder to get that plan completed. This will strengthen the City's letter of intent for 2018. Other considerations that were discussed were the Railroad crossing, needing a Resolution from the County Board, a Resolution from the City to maintain, a local commitment of dollars, and a letter from the railroad. It was recommended to complete the letter of intent again in October of 2018. Shared use path more favorable. This will check in with Mr. Hanson on a regular basis.
- D. Planning and Zoning Committee**
Theis has tried to contact Brian Beiswenger without success. Theis will try to schedule a meeting in mid-January with those interested and Council hopes another name can come from group.
- E. Personnel Policy**
Theis made changes/additions to the policy presented by Mayor Dahlen making it specific to Fisher. Anderson and Larson will meet to review the policy prior to full Council approval.
- F. Set date/time for performance**
Due to Chief Peterson's resignation, no review will be completed.

9. COUNCIL NEW BUSINESS

- A. 2018 Liquor License for American Legion 242**
Larson made a motion to approve the 2018 On Sale, Off Sale, and Sunday Liquor Licenses for the Fisher American Legion 242. Anderson seconded the motion. Motion carried.
- B. Payroll Direct Deposit**
According to the MN Department of Labor and Industry, employees cannot be required to accept wages via direct deposit. Theis contacted Bremer and it is a simple process and would cost the City \$15 per month for the first 5 employees and an additional \$1 per month for additional employees. Mayor Dahlen was concerned about the cost. Schull stated that if the majority of employees wanted it, the cost to the City was minimal. *Schull made a motion to approve payroll direct deposit. Wagner seconded. Motion carried.*
- C. Resolution 2017-09 2018 Fee Schedule**
The fee for Water per 1,000 gallons was increased to \$12.50 which was approved by motion at the 11/6 meeting. Theis recommended an increase from \$0.44 to \$0.67 in the State Fee. The purpose of the state fee is to cover the costs of the water testing and MN Department of Health's connection supply fee. The City is not covering those costs at \$0.44 but will be able to at \$0.67. *Schull made a motion to approve Resolution 2017-09 2018 Fee Schedule. Larson seconded. Motion carried.*
- D. 2018 Final Levy**
Council set the preliminary levy at \$137,065.91 which is a 5% increase from 2017. Council has the option to decrease the final levy amount. Theis provided a budget summary and general fund revenue budget with proposed increases of 5%, 3%, 2%, and 1% which shows how it will affect the budget overall. Theis reminded Council that the City does have \$375,000 in reserves. Schull would like to the levy remain at \$130,538.96 or a 0% increase. Dahlen would like to see the levy at 2% increase. *Larson motioned to set the 2018 levy at \$132,823.40 or a 1.75% increase from 2017. Wagner seconded. Motioned carried.*
- E. 2018 Final Budget**
Theis informed the Council of a few minor changes to line items. Mayor Dahlen asked what was budgeted for street repairs and Theis had not budgeted anything for repairs to streets. Larson suggested \$25,000 for 2018 street repair expenditures. *Larson made a motion to approve the 2018 Budget with the approved changes. Anderson seconded. Motion carried.*
- F. 2018 Meeting Schedule**
The 2018 meeting schedule presented by Theis was approved with the September meeting being moved from the 10th to the 5th of September.

10. Council Issues:

Dahlen had questions regarding Greenwood Cemetery. The land is owned by the City of Fisher but decisions are made and business is conducted by the Greenwood Cemetery Association. Questions about general liability insurance, directors and officers liability insurance, whether the Association is a public or private non-profit, does the Association have non-profit status, what are the tax reporting/filing requirements are just a few. Theis will look into this and try to provide some answers.

11. Approve December Disbursements:

Schull made a motion to approve the disbursements in the amount of \$93,691.24. Wagner seconded the motion. Motion carried.

12. Adjourn:

Larson made a motion to adjourn. Anderson seconded the motion. Motion carried. Meeting adjourned at 8:18pm.

Respectfully submitted,

Amy Theis
Clerk-Treasurer