**City of LeRoy MN – Council Meeting Minutes, January 7, 2019**

A regular meeting of the LeRoy City Council was called to order by Mayor Brian Thiel on Monday, January 7, 2019, at 6:30 PM at the LeRoy Community Center with the following members present: Mayor Brian Thiel, Council Members Kathleen Gottschalk, Ashley Huntley, Gene Miller, Jan Whisler, and City Clerk Patty White.
Also attending: Scott Osmundson, Deputy John Wade, and Craig Jacobson

White administered the oath of office to Mayor Thiel, Council Member Ashley Huntley, and Council Member Gene Miller.

All present stood and recited the Pledge of Allegiance.

Council reviewed the appointments to the standing committees. Thiel suggested having Miller and Whisler switch their respective appointments to water & sewer and streets and alleys. Both Miller and Whisler requested to remain on their respective committees. Thiel noted he would be assigning himself to the library board; Huntley would no longer be serving on the library board. Appointments to the standing committees for the new year were made as follows:

* Kathleen Gottschalk-Police & Public Safety, Personnel Committee, Acting Mayor
* Gene Miller-Water & Sewer, Prairie Visions, EDA
* Ashley Huntley-Parks & Recreation, Ambulance Board, Legal & Accounting, Fire Protection, Fire Relief
* Jan Whisler-Streets & Alleys, Public Buildings, Police & Public Safety, EDA, Cemetery & Tree Boards
* Brian Thiel-Technology Committee, Legal & Accounting, Personnel Committee, Library

Motion by Whisler, second by Huntley to approve the appointments to the standing committees. Motion carried 5-0.

Council reviewed the appointments to the appointed committees. Thiel noted he would hold off on the appointments to the library board until term limits can be ascertained. Whisler questioned about the city attorney and why the council has never seen this person. Thiel noted this discussion will be deferred until later in the meeting. Miller questioned about the city auditor. He questioned if a search should be done for a new auditor expressing cost as the basis for this discussion. Appointments to four of the appointed committees were made as follows:

* City Attorney-Tom Baudler of Baudler, Maus, Forman & King, LLP
* Official City Newspaper-Mower County Independent
* Official Depositories-First National Bank, LeRoy; First State Bank Minnesota, LeRoy
* City Engineer-Jones, Haugh & Smith

Motion by Miller, second by Gottschalk to approve the appointments to these four appointed committees. Motion carried 5-0.

Motion by Miller to appoint Mayor Thiel, Councilor Gottschalk, and Clerk White as official signatories for the city checking account and to allow on-line inquiry access for all the city’s bank accounts. Second by Huntley. Motion carried 5-0.

Council further discussed the city auditor. Motion by Miller to send out RFPs for the city auditor for the audit for the year ended 12/31/18. Second by Huntley. Motion carried 5-0.

Appointments to four appointed committees were made as follows:

* Fire Relief Assn. Board Reps-Ashley Huntley, Patty White
* Fire Dept. Personnel Committee-Ashley Huntley, Patty White, Scott Osmundson, Dan Feather
* City Personnel Committee-Brian Thiel, Kathleen Gottschalk, Steve Carlin, Rita Miller
* Administrative Fine Board-Gerald Payne, James Loven, Roger Dietrich, Shirley Whisler-alternate

Motion by Gottschalk, second by Miller to approve the appointments to these four appointed committees. Motion carried 5-0.

Scott Osmundson presented the slate of officers for 2019 for the LeRoy Volunteer Fire Department. The officers include Fire Chief-Scott Osmundson; Assistant Chief-Dan Feather; Captain-Caleb Hovde; Lieutenant-Tim Freerksen; Fire Marshall/Emergency Management-John Jones; Training Officers-Dan Hanson and Isaiah Opseth; Secretary-Bob Drees. Motion by Miller, second by Whisler to approve the slate of officers for the LeRoy Volunteer Fire Department for 2019. Motion carried 5-0.

Council reviewed the items included in the consent agenda. Craig Jacobson reported that Wildwood Grove is at full occupancy; Miller posed a question about a bill for LeRoy City Lines insurance. Motion by Huntley, second by Gottschalk to approve the consent agenda. Motion carried 5-0.

No one present had anything to report during Public Input Time.

During Standing Committee Reports Huntley reported the LeRoy Area Ambulance Service will not be increasing the per-capita billed to each entity in the ambulance service area for the coming year. Miller noted the EDA residential lot on Atkins Street has been sold; construction on a new home will begin as weather permits.

Deputy John Wade introduced himself to council. Deputy Wade is the new assigned deputy for LeRoy. Deputy Wade reported he began patrolling LeRoy in late December. He handed out a written report and explained how he will be completing this report in the future. The council thanked Deputy Wade for his report and welcomed him.

In Old Business:

* Thiel reported the cameras ordered for the security improvements are in short supply. The cameras will be installed by On-Site Computers once all the cameras are received.

Employee Requests to Attend Upcoming Conferences:

* White requested attendance to the Minnesota Clerks and Finance Officers Association annual conference to be held in St. Cloud March 19 through March 22. White requested, in the absence of Maintenance Supervisor Jones for Sweeney to attend the MRWA Conference March 5 through March 8 in St. Cloud and for Jones to attend Water School to be held in Rochester March 12 through March 14. Motion by Huntley, second by Miller to approve the attendance at these respective conferences to the three city employees. Motion carried 5-0.

2019 Wage/Benefit Package:

* Gottschalk presented general recommendations from the personnel committee. The committee is recommending doing away with the formal employee evaluation forms; employees will receive three or four informal reviews during each year by one member of the personnel committee and one member of the city council. They felt this would be a better way to gauge employee productivity. The committee would also like to see specific dollar rates and benefit provisions to be adopted for each job class.
* Thiel noted this is a lot of information to review at this time; he would like council to review this information and further review this at the February council meeting.
* Whisler thanked White for the information she gathered from surrounding communities on rates of pay and benefits paid. Insurance packages were further discussed.

Land Use Permits:

* Council reviewed one land use permit.
1. Lots 5 & 6 & 10’ adj on the south, Block 32, Original Village, 135 East Atkins-Build house and shop

Motion by Huntley, second by Gottschalk to approve said permit. Motion carried 5-0. It was noted that tax abatement has been requested on this parcel.

The Communications File was reviewed; items included:

* The group reviewed the public library meeting minutes from their November meeting.
* A letter from Mediacom indicating rate increases was reviewed.
* Thiel reported he had contacted both Shelly Russell from Mitchell County Regional Health Center and Robin Schluter from Regional Health Services of Howard County to provide any words from their organizations about the sorts of medical and health services each entity is providing now for our residents and any new developments that each entity could share. Responses were received from both Ms. Russell and Ms. Schluter.

Streets:

* There was nothing to report.

Water & Sewer:

* There was nothing to report in the absence of Jones on the sewer maintenance/repair under Main Street.

Ongoing Items:

* It was the consensus of the council to remove the water & sewer service extension update from the agenda; this item can be added back to the agenda if new information or requests are made.

Being no further business to come before the council, the meeting was adjourned on a motion by Whisler, second by Gottschalk at 8:00 PM.

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 Brian Thiel, Mayor

Attest:

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 Patty A. White, City Clerk-Treasurer