

CITY COUNCIL MEETING  
CITY OF SWANVILLE

Minutes of the Swanville City Council meeting held in the Swanville Center on Tuesday, January 5, 2016. The meeting called to order 7:00 p.m. with the following members present: Sandy Lange, Jay Bartkowicz, Jim Molitor, Norm Carlson, and Tony Maciej. Also present: Pat Zeis and Jenna Peterson, Mark Hallen, Brenda Schmidt, Bob Denny, Lonny Hutchins, and reporter Sheila McCoy

Minutes of the Swanville City Council meeting held Tuesday, December 8, 2015 were reviewed. A motion was made by Jim Molitor to approve the minutes as printed. Jay Bartkowicz seconded the motion. All members voted in favor, motion carried.

The treasures report was given. A motion was made by Jim Molitor and seconded by Norm Carlson to approve the treasurer's report. All members voted in favor, motion carried.

Pat Zeis and Jenna Peterson was present to report to the council that Morrison County Soil and Water could not commit to verifying that a driveway could be put on the Forest Hill Lane lot because of the time of year. Mayor Lange contacted the city attorney on annexing the land to the east of the Forest Hill Lane lots should the driveway become a road. The attorney stated that the city may have certain restrictions on the driveway and try to annex the adjoining property after the driveway becomes a road to the adjoining land. Jim Molitor presented an appraisal of the lots that came to \$15,000.00. Mayor Peterson made a motion to sell lots 28, 29, 30 on Forest Hill Lane for \$15,000.00 with the stipulation that the lot will be used as a driveway and not a road, with the approval of MC Soil and Water, and if at some point the adjoining land develops to the east of the city lots, the city would take steps to try to annex the land into the city. Jim Molitor seconded the motion. All members voted in favor, motion carried.

City maintenance man, Lonny said he put up the new signs on Forest Hill Lane. Lonny also stated that he will get the other bids for the addition and repair work on the city park building. Tabled the addition and repair work for now.

Mayor Lange stated the city will start working on a wellhead protection plan. Minnesota Department of Health will help the city with this plan. Mayor Lange made a motion to appoint Lonny Hutchins and Jim Molitor as co-managers for the City of Swanville's Wellhead Protection Plan. Jay Bartkowicz seconded the motion. All members voted in favor, motion carried.

This being the first meeting of the year, the following organizational actions are made:

1. Jim Molitor will be acting Mayor in the absence of Mayor Lange.
2. The First State Bank of Swanville will be the designated depository of the City.  
The Morrison County Record will be the designated official newspaper of the City.
3. The regular meeting date for the City Council meeting is the first Tuesday after the first Monday of each month at (7:00pm) Special meeting only after proper notification and publication.
4. The Bond of the City Clerk/Treasurer will be set at \$12,000.00.
5. Assigned duties to the following Council Members and Citizens of the Community:

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Community Center- Julie Hollermann  
City Park-Duane Johnson and Sandy Lange  
Streets and Sidewalks- Tony Maciej and Jay Bartkowicz  
Springbrook Cemetery-Julie Hollermann and Lonny Hutchins  
City Weed Inspector-Jim Molitor and Lonny Hutchins  
Rural Fire Assoc. Rep-Sandy Lange and Tony Maciej  
Police Service-Sandy Lange and Jim Molitor

7. City Attorney-The law office of Peters & Churchwell
8. City Engineer-Widseth, Smith & Nolting
9. Representative on the Senior Center board-Norm Carlson
10. Planning and Zoning Committee-Sandy Lange, Jay Bartkowicz, Val Sobania, John Dragseth, Duane Johnson, Jeff Thoma and Lonny Hutchins.
11. Well Head Managers-Lonny Hutchins and Jim Molitor

A motion was made by Jay Bartkowicz to accept these actions as stated. Tony Maciej seconded the motion. All members voted in favor, motion carried.

#### Salaries for Employees and Council Members for 2016

1. Mayor's salary-\$1800.00 annually+\$15.00 per hour for special meetings.
2. Council Members salaries-\$900.00 annually+\$15.00 per hour for special meetings.
3. Clerk/Treasurer salary-\$1050.00 monthly+\$15.00 per hour for special meeting.
4. Cleaning Community Center-\$125.00 monthly
5. Maintenance Man Salary-\$33280.00 annually + 60% Health care+Disability Ins.+2 weeks paid vacation Jim Molitor made a motion to raise maintenance salary to \$36,000.00. Mayor Lange seconded the motion. All members voted in favor, motion carried
6. Substitute Maintenance Man Salary-new\$16.00 per hour
7. Park Helper/Center Cleaner-\$10.50 per hour
8. Mileage at present 50c a mile

A motion was made by Norm Carlson to leave the all other salaries as is. Jay Bartkowicz seconded the motion. All members voted in favor, motion carried.

Mayor Lange stated she would like to become a member of the Morrison County Safety Group which meets in Royalton about once a month. Council was in agreement for her to join.

Bob Denny was in attendance at the council meeting to voice his opinion on ice spots on the city streets and sidewalks not shoveled. Council will consider his advice.

Brenda Schmidt was present to voice her concern about semitrailers traveling on DeGraff Avenue, not obeying the stop signs, and jake braking within the city limits. Council member Molitor stated he will visit with a representative from JennieO.

Mark Hallen, city engineer, was present to give the maintenance man a revised drawing of the curb stops from the 2013 water project.

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The following claims were presented for payment. Members of the council were furnished with a listing, Norm Carlson a motion to approve the claims. Tony Maciej seconded the motion. All members voted in favor, motion carried.

The next regular monthly meeting will be held Tuesday, February 2, 2016 at 7:00pm.

There being no further business, a motion was made by Tony Maciej and seconded by Jay Bartkowicz to adjourn. All members voted in favor, motion carried. Meeting adjourned 8:20pm.

Julie Hollermann, City Clerk/Treasurer