

JANUARY 13, 2020  
CITY OF PLATO CITY COUNCIL  
REGULAR MEETING

The regular meeting of the City Council was called to order by Mayor Tracy Montgomery at 7:00p.m. on the 13<sup>th</sup> day of January, 2020, at the Plato Fire Hall.

City Council members present: Stacy Sohns, Dennis Oltmann, VeeAnn Wood and Neil Engelmann

City Staff present: City Clerk/Treasurer Gerri Scott and Public Works Director Scott Graupmann

Guests: Guests present for Oaths only

Oath of Office administered to Jamie Schlechter as Fire Chief

Oath of Office administered to Steve Vinkemeier as Fire Captain 3

Oath of Office administered to Ryan Harvey as Fire Secretary

Oath of Office administered to Jaidyn Cohrs as Fire Fighter

**Motion:** by SS to approve the agenda as presented. Second by VW. All in favor.

PRESENTATIONS/PUBLIC FORUM

none

ACTION RELATING TO GUEST(S) PRESENT

none

**Motion:** by NE to approve the minutes of the December 9, 2019, regular City Council Meeting. Second by DO. All in favor.

**Motion:** by NE to approve the minutes of the December 14, 2019, Special Budget Meeting. Second by DO. All in favor.

REPORTS

Fire Department – GS advised the Fire Department would like to place Fire District Funds in the City’s money market account to earn a higher rate of interest. Council was fine with this request and GS will set up the Fire District money market account in the accounting system. TM stated the Fire Department is questioning whether they need to reimburse the City for the time GS spends doing FD tasks. She has asked GS to keep track of time spent and also asked the FD to provide of list of tasks they do for the City. Upon receipt of that information, Council will discuss.

Park and Recreation/Plato Baseball – GS advised the Plato Baseball Club is applying to obtain 501(3)c status. She will be drafting a letter from the City in support.

Sheriff – none

Plato Planning Commission – none

Holiday Lights – SG has most of the lights taken down. He asked for assistance in determining what lights to keep for next year. Lights will be placed in totes in the Legion shelter closet. SG to build a shelf.

Community Hall (short term plan) – SG advised the painting is almost done. The urinal will be installed this week.

Ordinance Review – none

Liaisons Reports – SS reported the Lion’s Spring Brunch will be March 29 and the New Year’s Day pork chop dinner went well.

Treasurers Report – **Motion:** by NE to approve the Treasurer’s Report as presented. Second by SS. All in favor. Council was provided with a current bank account balance and internal transfer report.

Approve Claims – The following claims were reviewed for payment:

Check No.	Date	Vendor	Name	Amount
14510	1/13/2020	19	CITY OF GLENCOE	\$8,626.78
14511	1/13/2020	60	LANO EQUIPMENT	\$356.26
14512	1/13/2020	65	LITZAU EXCAVATING	\$3,629.00
14513	1/13/2020	90	MNSPECT	\$97.58
14514	1/13/2020	91	PERA	\$364.82
14515	1/13/2020	92	PLATO C STORE	\$135.26
14516	1/13/2020	120	WM MUELLER & SONS INC	\$750.00
14517	1/13/2020	342	GOPHER STATE ONE CALL	\$2.70
14518	1/13/2020	430	HOME SOLUTIONS	\$10.99
14519	1/13/2020	490	OMNI-SITE	\$828.00
14520	1/13/2020	544	GERALDINE A SCOTT	\$699.98
14521	1/13/2020	547	CENTURYLINK	\$312.13
14522	1/13/2020	562	GLENCOE FLEET SUPPLY	\$24.99
14523	1/13/2020	598	GRAUPMANN SCOTT	\$1,333.10
14524	1/13/2020	738	POTENTIA MN SOLAR FUND 1 LLC	\$331.70
14525	1/13/2020	743	ULINE	\$176.78
14526	1/13/2020	747	REC-TECH OUTDOOR SOLUTIONS	\$84.00
<b>FIRE DEPARTMENT:</b>				
3886	1/13/2020	92	PLATO C STORE	\$87.43
3887	1/13/2020	97	PLATO WOODWORK	\$32.51
3888	1/13/2020	453	CITY OF PLATO	\$156.06
3889	1/13/2020	562	GLENCOE FLEET SUPPLY	\$22.78
3890	1/13/2020	590	MN STATE FIRE CHIEFS ASSOC	\$80.00
3891	1/13/2020	598	GRAUPMANN SCOTT	\$33.00
3892	1/13/2020	600	EMER MED TRAINING SPECIALISTS	\$675.00
3893	1/13/2020	651	ULTIMATE SAFETY CONCEPTS INC	\$141.30
3894	1/13/2020	689	JEFFERSON FIRE & SAFETY	\$138.70
3895	1/13/2020	729	GREATER MN COMMUNICATIONS	\$19.24
3896	1/13/2020	763	NORTHERN STATES SUPPLY	\$131.00
<b>INTERIM CLAIMS PAID:</b>				
14490	12/20/2019	38	GLENCOE CO-OP ASSN	\$240.95
14491	12/20/2019	46	HAWKINS, INC	\$1,482.54
14494	12/20/2019	88	XCEL ENERGY	\$828.49
14496	12/20/2019	91	PERA	\$354.28
14497	12/20/2019	91	PERA	\$462.80
14498	12/20/2019	92	PLATO C STORE	\$138.82
14499	12/20/2019	239	MCLEOD CO-OP POWER	\$96.66
14500	12/20/2019	474	+T++MOBILE	\$106.10
14501	12/20/2019	504	MINI BIFF, LLC	\$121.89
14502	12/20/2019	544	GERALDINE A SCOTT	\$1,201.95
14504	12/20/2019	562	GLENCOE FLEET SUPPLY	\$150.13
14505	12/20/2019	598	GRAUPMANN SCOTT	\$1,332.97
14506	12/20/2019	652	CREEKSIDE SOILS	\$1,040.00
14507	12/20/2019	732	VISA	\$69.47
14508	12/20/2019	777	TOSHIBA BUSINESS SOLUTIONS USA	\$75.02
14492	12/20/2019	58	KOHL'S SWEEPING SERVICE	\$522.00
14493	12/20/2019	79	CENTERPOINT ENERGY	\$339.25
14495	12/20/2019	90	MNSPECT	\$287.70
14503	12/20/2019	549	VALLEY VIEW ELECTRIC INC.	\$50.72
14509	12/20/2019	780	SEATING/ATHLETIC FACILITY ENTER	\$49,700.00
	1/9/2020		US Treasury (online) December payroll tax deposit	\$1,239.46
	1/9/2020		Minnesota Revenue (online) 4 <sup>th</sup> Qtr withholding	\$518.00

**FIRE DEPARTMENT:**

3874	12/20/2019	79	CENTERPOINT ENERGY	\$234.00
3875	12/20/2019	92	PLATO C STORE	\$151.89
3876	12/20/2019	249	CROWN DOORS LLC	\$354.08
3877	12/20/2019	453	CITY OF PLATO	\$570.18
3878	12/20/2019	580	ADVANCED FIRST AID INC	\$874.24
3881	12/20/2019	688	ALLINA HEALTH SYSTEM	\$350.63
3882	12/20/2019	689	JEFFERSON FIRE & SAFETY	\$3,000.00
3884	12/20/2019	729	GREATER MN COMMUNICATIONS	\$48.03
3885	12/20/2019	781	TIMBER GARAGE DOOR	\$747.00
3879	12/20/2019	604	MED COMPASS/MOBILE HEALTH SER	\$3,575.00
3880	12/20/2019	655	BRUCH NATHAN	\$68.38
3883	12/20/2019	715	BRENDA SCHULTZ CLEANING SERV	\$240.00

**Motion:** by NE to approve payment of the above-stated claims, with the addition of Ken’s Excavation for \$2,739.00 and State of MN Dept of Public Safety for \$100.00. Second by SS. All in favor.

UNFINISHED BUSINESS:

GS provided information on the County right of way on main street as it relates to the damaged tree. GS to do letter to homeowner.

NEW BUSINESS:

The 2019 Holiday Schedule was reviewed and no additions/changes proposed for 2020. **Motion:** by VW to approve the 2020 Holiday Schedule, same as 2019. Second by NE. All in favor.

The 2019 Appointments were reviewed and re-established for 2020. **Motion:** by DO to adopt the 2020 Appointments as discussed. Second by VW. All in favor. **RESOLUTION: 2020-01**

The 2019 Boards, Committees and Liaisons were reviewed and re-established for 2020. **Motion:** by SS to adopt the 2020 Boards, Committees and Liaisons as discussed. Second by NE. All in favor. **RESOLUTION: 2020-01**

The 2019 Fees, Licenses, Rentals were reviewed and set for 2020. **Motion:** by NE to adopt the 2020 Fees, Licenses, Rentals Schedule as discussed, effective immediately. Second by DO. All in favor. **RESOLUTION 2020-02**

Discussion in regard to the water and sewer rates for 2020. Letter from the City of Glencoe in regard to new sewer rates was reviewed. **Motion:** by NE to adopt the sewer and water rates as determined, to be effective March 1, 2020. Second by DO. All in favor. **RESOLUTION: 2020-03**

MAINTENANCE REPORT:

- Discussion held in regard to snowplowing and the complaint raised by a resident in the 2<sup>nd</sup> Avenue NW cul-de-sac. SG to have a conversation with the resident.
- The skid steer committee presented its recommendation to the council to purchase a Kubota at \$31,500 to replace the Bobcat. **Motion:** by VW to purchase the Kubota machine as recommended by the committee, with the money to be internally borrowed from the money market fund and payment plan to be set up at next budget meeting. Second by NE. All in favor.
- SG would like to order the ten tables for the hall at \$145 each. Funds were budgeted for this purchase. There is a total of 28 total tables that still need to be replaced. **Motion:** by VW to purchase the ten tables. Second by SS. All in favor.
- SG would like to purchase finish and supplies to put a second coat on the community hall floor for a total of \$1,005. **Motion:** by SS to purchase the finish and supplies needed for the floor. Second by VW. All in favor.
- SG stated the Fire Department is purchasing 4 road barricades and he would like the City to purchase another 3 barricades. Council was fine with him doing so.

CLERKS REPORT

- A complete 2020 budget document was provided to the Council.
- GS stated she is working on the computer operating system upgrade. There was an issue with the accounting software that needed to be resolved first.
- The annexation process on the small strip of land owned by Mike Hawkins is complete.
- City audit will be first week of March -Monday and Wednesday. Pre-audit meeting will take place tomorrow.
- In follow-up to the unlicensed vehicles at 209 2<sup>nd</sup> Avenue NW, one has been removed. The other is still there as they are working on title issues. Will continue to monitor.
- Discussion in regard to the utility account for 217 McLeod Avenue. GS provided some history and the resident's current plan to pay. Per council discussions, GS to advise the account needs to be paid in full by the end of February. If it is not, water service will be disconnected. No extensions. GS to invite the resident to the next council meeting if there is any issue as it relates to this deadline.

OTHER

none

**Motion:** by VW to adjourn meeting. Second by NE. Meeting adjourned at 9:47 pm.

Tracy Montgomery  
Mayor

Gerri Scott  
Clerk/Treasurer