

A regular meeting of the City Council for the City of Fairfax, Minnesota was held on December 14th, 2021 at 7:00pm in the City Council Chambers.

Members: Brad Augustin, Brad Bastian, Steve Schmidt, Jared Firle

Absent: Josh Bunkers

Visitors: Nicholas Johnson, City Administrator
Joel Grejtak, Superintendent of Streets and Utilities
Scott Froehlich, Chief of Police
Aaron Walton, City Attorney
Owen Todd, City Engineer Bolton and Menk
Shane Traulich, City Engineer Bolton and Menk
Jeff Horton, Superintendent of GFW School District
Jim Cuff
Jill Pelzel
Marc Kiecker
Phil Nestande

The meeting was called to order.

The Pledge of Allegiance was recited.

The agenda was reviewed. A request was made to add an invoice for payment from Got Dirt for work completed on the storm sewer pond project in the amount of \$36,890. A motion was made by Bastian and seconded by Firle to approve the agenda with the addition. All voted in favor. None voted against. The motion was carried.

The consent agenda was reviewed. A motion was made by Schmidt and seconded by Bastian to approve the consent agenda. All voted in favor. None voted against. The motion was carried.

Consent Agenda:

1. Approval of Consent Agenda
2. Consider Approval of Minutes
 - a. November 11th, 2021 Council Meeting Minutes
 - b. November 11th, 2021 Special Council Meeting Minutes
3. Consider Approval of Claims for Payment
4. Consider Approval of Westberg Eischens Contract for 2021 Audit

A motion was made by Firle and seconded by Schmidt to open Truth in Taxation public hearing. All voted in favor. None voted against. The motion was carried.

There were no attendees for the public hearing. Nicholas Johnson presented information on the 2022 budget and levy. A motion was made by Bastian and seconded by Firle to close the public hearing. All voted in favor. None voted against. The motion was carried.

The Council reviewed Resolution 2021-19, a resolution adopting the 2022 levy and budget. A motion was made by Bastian and seconded by Schmidt to adopt the resolution. All voted in favor. None voted against. The motion was carried.

**City of Fairfax
Resolution 2021-19**

State of Minnesota)
County of Renville)
City of Fairfax)

Resolution Adopting the 2022 Final Levy and 2022 Final Budget

Be it resolved by the City Council of the City of Fairfax, County of Renville, State of Minnesota, that the following sums of money be levied in 2022, upon the taxable property in the City of Fairfax, for the following purposes:

General Fund	\$327,675.00
2015A Bond	\$32,503.00
2018A Bond	\$25,648.00
2019A Bond	\$89,174.00
Total Tax Levy	\$475,000.00

Be it further resolved by the City Council that the final 2022 budget is hereby adopted.

The City Administrator is hereby instructed to transmit a copy of this resolution to the Auditor of Renville County, Minnesota.

Adopted by the City Council for the City of Fairfax, Minnesota this 14th day of December, 2021.

Attest:

_____)
Mayor

City Administrator

Jeff Horton, Superintendent of GFW School District, presented information to the Council on the District's strategic plan and goals.

Owen Todd of Bolton and Menk presented information on a proposed street project for 2nd Avenue Southeast from 4th Street Southeast to 5th Street Southeast. The Council reviewed Resolution 2021-20, a resolution ordering preparation of report on the proposed street project. A motion was made by Schmidt and seconded by Bastian to adopt the resolution. All voted in favor. None voted against. The motion was carried.

City of Fairfax

Resolution 2021-20

Resolution Ordering Preparation of Report on Improvement

WHEREAS, it is proposed to improve 2nd Avenue Southeast between 4th Street Southeast and 5th Street Southeast and to assess the benefited property for all or a portion of the cost of the improvement, pursuant to Minnesota Statutes, Chapter 429,

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FAIRFAX, MINNESOTA:

That the proposed improvement, called 2nd Avenue Southeast Street Project be referred to Bolton and Menk for study and that that person is instructed to report to the council with all convenient speed advising the council in a preliminary way as to whether the proposed improvement is necessary, cost-effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate individual assessments for affected parcels.

Adopted by the City Council this 14th day of December, 2021.

Attest:

Mayor

City Administrator

Owen Todd of Bolton and Menk presented the Preliminary Engineering Report for the proposed street project for 2nd Avenue Southeast from 4th Street Southeast to 5th Street Southeast. The proposed project consists of removing the existing roadway and replacing with new subgrade and surfacing along with curb on both sides, limited sanitary sewer work on the east side, and storm sewer improvements with a new line and catch basins. A motion was made by Bastian and seconded by Firlie to adopt the resolution. All voted in favor. None voted against. The motion was carried.

City of Fairfax

Resolution 2021-21

Resolution Receiving Feasibility Report and Calling Hearing on Improvement

WHEREAS, pursuant to resolution of the council adopted December 14th, 2021, a report has been prepared by Bolton and Menk with reference to proposed improvement of 2nd Avenue

Southeast between 4th Street Southeast and 5th Street Southeast and this report was received by the council on December 14th, 2021, and

WHEREAS, the report provides information regarding whether the proposed improvement is necessary, cost-effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate individual assessments for affected parcels.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FAIRFAX, MINNESOTA:

1. The council will consider the improvement of such street in accordance with the report and the assessment of abutting property for all or a portion of the cost of the improvement pursuant to Minnesota Statutes, Chapter 429 at an estimated total cost of the improvement of \$252,161.
2. A public hearing shall be held on such proposed improvement on the 11th day of January, 2022, in the council chambers of the city hall at 7:00 P.M. and the city administrator shall give mailed and published notice of such hearing and improvement as required by law.

Adopted by the City Council this 14th day of December, 2021.

Attest:

Mayor

City Administrator

The Council reviewed a request from Jill Pelzel to detach 12 feet of a parcel with ID of 31-01415-00 and attach it to a parcel with ID of 31-01420-00. After discussion, the consensus of Jill and the Council was to limit the length of the 12 foot detachment to match the property lines of PID 31-01420-00 and PID 31-01430-00. The Council reviewed Resolution 2021-22, a resolution approving a subdivision of property. A motion was made by Schmidt and seconded by Firlle to adopt the resolution. All voted in favor. None voted against. The motion was carried.

CITY OF FAIRFAX, MINNESOTA
RESOLUTION 2021-22

CERTIFICATION OF APPROVAL OF SUBDIVISION
AND LOT COMBINATION

WHEREAS, the City of Fairfax has elected to be governed by the provisions of Minn. Stat. § 272.162; and

WHEREAS, Jill C. Pelzel is the record owner of the following parcels, located in the City of Fairfax, Renville County, Minnesota:

Parcel 1. That part of Lot 2, Block 10, Fairfax Council Replat in the City of Fairfax, Renville County, Minnesota, described as follows: Commencing at a point 140 feet North of the Southwest corner of Block 10, Fairfax Council Replat; thence in an Easterly direction and parallel to First Avenue Southwest a distance of 200 feet; thence due North to a point 175 feet South of the Southerly line of Lincoln Avenue West; thence Westerly and parallel to Lincoln Avenue West a distance of 200 feet to the East line of Third Street Southwest; thence Southerly, along said Third Street Southwest to the point of beginning;
PID 31-01415-00

Parcel 2. Lot 4, Block 10, Fairfax Council Replat, City of Fairfax, Renville County, Minnesota.
PID 31-01420-00

Parcel 3. The West Sixty Feet (W 60') of Lot Five (5), Block Ten (10), Fairfax Council Replat, to the City of Fairfax, Renville County, Minnesota.
PID 31-01430-00

WHEREAS, Jill C. Pelzel has submitted an application to the City for approval to split the southerly 12 feet of the westerly 160 feet from Parcel 1 adjacent to and directly north of Parcels 2 and 3, and combine that southerly 12 feet from Parcel 1 with the respective adjacent portions of Parcels 2 and 3, as described herein; and

WHEREAS, on December 14, 2021, the Fairfax City Council met and considered the application, and approved the lot split and combination of the subject Parcels as described herein.

NOW THEREFORE, pursuant to Minn. Stat. § 272.162, the Fairfax City Council hereby resolves:

1. The following lot split and combination is approved:

Parcel 1 shall become:

That part of Lot 2, Block 10, Fairfax Council Replat in the City of Fairfax, Renville County, Minnesota, described as follows: Commencing at a point 140 feet North of the Southwest corner of Block 10, Fairfax Council Replat; thence in an Easterly direction and parallel to First Avenue Southwest a distance of 200 feet; thence due North to a point 175 feet South of the Southerly line of Lincoln Avenue West; thence Westerly and parallel to Lincoln Avenue West a distance of 200 feet to the East line of Third Street Southwest; thence Southerly, along said Third Street Southwest to the point of beginning; EXCEPTING the South 12 feet of the West 160 feet thereof.

Parcel 2 shall become:

Lot 4, Block 10, Fairfax Council Replat, City of Fairfax, Renville County, Minnesota;

AND

The South 12 feet of the West 100 feet of the following parcel: That part of Lot 2, Block 10, Fairfax Council Replat in the City of Fairfax, Renville County, Minnesota, described as follows: Commencing at a point 140 feet North of the Southwest corner of Block 10, Fairfax Council Replat; thence in an Easterly direction and parallel to First Avenue Southwest a distance of 200 feet; thence due North to a point 175 feet South of the Southerly line of Lincoln Avenue West; thence Westerly and parallel to Lincoln Avenue West a distance of 200 feet to the East line of Third Street Southwest; thence Southerly, along said Third Street Southwest to the point of beginning;

Parcel 3 shall become:

The West Sixty Feet (W 60') of Lot Five (5), Block Ten (10), Fairfax Council Replat, to the City of Fairfax, Renville County, Minnesota;

AND

The South 12 feet of the East 60 feet of the West 160 feet of the following parcel: That part of Lot 2, Block 10, Fairfax Council Replat in the City of Fairfax, Renville County, Minnesota, described as follows: Commencing at a point 140 feet North of the Southwest corner of Block 10, Fairfax Council Replat; thence in an Easterly direction and parallel to First Avenue Southwest a distance of 200 feet; thence due North to a point 175 feet South of the Southerly line of Lincoln Avenue West; thence Westerly and parallel to Lincoln Avenue West a distance of 200 feet to the East line of Third Street Southwest; thence Southerly, along said Third Street Southwest to the point of beginning;

SEAL

Brad Augustin, Mayor

Attest: _____
Nicholas Johnson, City Administrator

Phil Nestande of Got Dirt, contractor for the storm sewer pond project, was present to discuss the status of the work. Phil stated he wouldn't be able to get the work done by the December 31, 2021 due date. An invoice from Got Dirt in the amount of \$36,890.00 was also reviewed. The Council and Phil discussed options. A motion was made by Bastian and seconded by Firlle to extend the final project deadline to June 1st, 2022 and hold 20% retainage of the total project to date from the submitted invoice with the remainder paid out. All voted in favor. None voted against. The motion was carried.

Nicholas Johnson and Joel Grejtak presented an updated quote for a SCADA system for the water and wastewater facilities. The previous quote presented to Council had inaccuracies and did not include all the items as previously discussed. The new quote from Automatic Systems is \$110,069.00. Johnson recommended the City utilize the ARPA grant funding to cover the cost. A

motion was made by Firlle and seconded by Bastian to approve the purchase. All voted in favor. None voted against. The motion was carried.

The Council reviewed a contract for Distributed Energy Resources Interconnection Process management services with STAR Energy. A motion was made by Bastian and seconded by Schmidt to approve the contract. All voted in favor. None voted against. The motion was carried.

The Council reviewed an amendment to the Personnel Policy to provide HSA and FSA account options for City staff. A motion was made by Firlle and seconded by Bastian to approve the amendment. All voted in favor. None voted against. The motion was carried.

Staff reports and financial information was received.

A motion was made by Firlle and seconded by Bastian to adjourn the meeting. All voted in favor. None voted against. The motion was carried.

Attest:

Mayor

City Administrator