

CITY OF EVART  
REGULAR VIRTUAL COUNCIL MEETING

June 15, 2020

The meeting was called to order at 7:30 by Mayor Pro Tem Sandy Szeliga.

**Present (by roll call):** Mr. Carlson, Mr. Elliot, Mr. Hildebrand, Ms. Szeliga.

**Absent:** Mayor Joyce

**Present:** City Manager Sarah Dvoracek, Assistant City Manager Mark Wilson, Interim Finance Director Pepper Lockhart, Communications Director/Meeting Host Melissa Rohen, City Clerk Kathy Fiebig, City Attorney James White and Krysta Woycehoski (providing closed captioning).

**Guests:** Roger Elkins, John and Angela Hunter, Cathie Crew, Laurie Chase, Lori (no last name given).

**Amendments to and Approval of Agenda**

With no amendments offered, Mayor Pro Tem Szeliga moved to approve the agenda with support by Mr. Elliot.

Ayes: Mr. Elliot, Mr. Hildebrand, Ms. Szeliga, Mr. Carlson

Nays: none

Motion passed.

***Citizens' Comments (read by Meeting Host Rohen)***

*Roger Elkins: Welcome to new City Clerk Kathy Fiebig. I was disappointed that the council packet was not available online.*

**Approval of Consent Agenda**

B. Virtual Council Minutes – June 1, 2020

C. Virtual Workshop Minutes (City of Evart & Evart Township) – May 28, 2020

D. Vendor's List \$34,139.89

Mr. Carlson noted that in the Virtual Council Minutes for June 1 his name was listed twice on the Consent Agenda Approval vote.

A motion was made by Mr. Hildebrand to approve the Consent Agenda with the correction noted above. Support by Mr. Carlson.

Ayes: Mr. Hildebrand, Ms. Szeliga, Mr. Carlson, Mr. Elliot

Nays: none

Motion passed.

### **Unfinished Business**

#### **E. Request for Traffic Study Engineering Services – School Zone Safety Review**

City Manager Dvoracek is still gathering information. No action taken.

#### **F. Re-Opening Plan**

City Manager Dvoracek has submitted a COVID-19 safety plan for reopening the Splash Pad to the county for review. Once approved, the Splash Pad will reopen for daily use for 11 am until 7 pm.

She does not recommend opening Riverside West due to possible electrical issues as well as prohibitive safety requirements due to COVID-19. She suggested opening Riverside East for primitive camping, with water available but no public restrooms.

City Hall is open on a limited basis and the public can now safely meet with staff members. All COVID-19 safety measures are being taken.

Discussion followed on the resumption of in person council meetings and use of the community room at the Depot. It was decided that until the council feels it is safe to meet in person the community room will be unavailable for use by the general public.

City Manager Dvoracek remarked that due to COVID-29 restrictions, the airport space cannot safely accommodate the recent increase in City staff and suggested moving back to the Depot. Mr. Hildebrand suggested a hybrid approach with the staff that interacts the most with the public housed at the Depot and the rest of the staff remaining at the airport.

### **New Business**

#### **H. Special Land Use/Planning Commission – Daycare Center (110 W. Jefferson St.)**

Assistant City Manager Mark Wilson asked the council to accept the Planning Commission's recommendation to approve the daycare special use permit. Mr. Carlson asked if fencing or paved parking was required. Mr. Wilson stated that neither are required although the applicant does intend to fence the property.

A motion was made by Mr. Elliot to approve the special use permit as long as a fence is installed before the business opens. Support from Mr. Carlson.

Ayes: Ms. Szeliga, Mr. Carlson, Mr. Elliot, Mr. Hildebrand

Nays: none

Motion passed.

I. MacLellan Appraisal Results

Mr. Elliot suggested tabling this until 2021. Mr. Hildebrand noted that offering the property for sale does not mean the City must accept any offer. Mr. Hildebrand made a motion to offer the property for sale, with the stipulation that any offer be refused if the application does not fit the City's needs. Support by Mr. Carlson.

Ayes: Ms. Szeliga, Mr. Carlson, Mr. Hildebrand

Nays: Mr. Elliot

Motion passed.

J. Surplus Property/Surplus Property Policy – TABLED

K. Downtown Development Authority Budget 2020-2021

Mr. Hildebrand moved to approve the budget as presented with support from Ms. Szeliga.

Ayes: Mr. Carlson, Mr. Elliot, Mr. Hildebrand, Ms. Szeliga

Nays: none

Motion passed.

L. Resolution 2020-11/Annual utility rate increase

City Manager Dvoracek suggested an increase of 3% for water and 5% for sewer as of July 1. Mr. Hildebrand prefers to wait for the rate study to be completed before making any adjustments. Ms. Dvoracek and Mr. Elliot noted this will affect the first quarter and may then require a significant rate increase.

A motion was made by Mr. Hildebrand to complete the rate study and then adjust the rate. Support by Carlson.

Ayes: Mr. Hildebrand, Ms. Szeliga, Mr. Carlson

Nays: Mr. Elliot

Motion passed.

M. City Manager Evaluation/Contract

City Manager Dvoracek noted that she is summarizing the evaluations and needs one more response. Mr. Hildebrand recommended extending the contract and tabling the evaluation until complete. Motion to accept that recommendation by Mr. Carlson with support by Mr. Elliot.

Ayes: Mr. Hildebrand, Ms. Szeliga, Mr. Carlson, Elliot

Nays: none

Motion passed.

N. Request to add City Clerk, Kathy Fiebig, to city accounts

So moved by Ms. Szeliga with support by Mr. Hildebrand.

Ayes: Ms. Szeliga, Mr. Carlson, Mr. Elliot, Mr. Hildebrand

Nays: none

Motion passed

**Department Reports (*no action needed*)**

O. Accounts Payable (6/2/2020-6/15/2020)

P. Payroll Report (6/2/2020-6/15/2020)

Q. Summary of all Funds – May 2020

R. Department of Public Works Monthly Report – May 2020

S. Police Department Monthly Report – May 2020

***Citizens' Comments (read by Meeting Host Rohen)***

*Roger Elkins: I am extremely disappointed that the community room will not be open for public use.*

There being no further business, Ms. Szeliga moved to adjourn at 8:32 pm with support from Mr. Carlson.

Ayes: Mr. Carlson, Mr. Elliot, Mr. Hildebrand, Ms. Szeliga

Nays: none

Meeting adjourned.

Respectfully submitted,

A handwritten signature in blue ink that reads "Kathy Fiebig". The signature is written in a cursive style and is positioned above a horizontal line.

Kathy Fiebig

City Clerk