

City of Heidelberg
Monthly Meeting Minutes
January 04, 2021
6:00 PM
(Via conference call)

Heidelberg City Hall
31552 181st Avenue
Heidelberg, MN 56071

1. **Call to Order:** Meeting was called to order by Mayor Lori Weldon .
2. **Pledge of Allegiance:** Not recited over the phone.
3. **Attendance:** Mayor Lori Weldon, Administrator Missy Edwards Miller, Treasurer Nancy Pexa, and Councilmembers: Rachel Meger, Art Kasendorf, and Doug Kilian. Also present were Matt Graf and Steve & Becky Smisek.
4. **Awards/Recognitions:** None
5. **Swearing into Office:**
Matt Graf, Councilor
Lori Weldon, Mayor
Doug Kilian, Councilor
6. **Open Forum:** No Response
7. **Consent Agenda:** The Consent Agenda was sent out to all Council members before the meeting for their review. A motion was made by Rachel to approve the Consent Agenda. Doug seconded the motion. Aye's- 3. Opposed- none. Motion carried. (Matt lost internet connection just before the vote, therefore did not vote.)

The regular meeting was closed to open the public hearing.

8. **Public Hearing:** A Public Hearing was opened at 6:11 pm regarding Matt & Jeana Graf's Conditional Use Permit Application. Steve & Becky Smisek appeared for the Public Hearing. Steve Smisek stated he wanted to go back to the Open Forum part of the meeting as he was not able to access the previous meeting minutes to prepare himself for the Public Hearing. Missy stated the minutes must first be adopted by the Council to be official. The summary she sent him was what the council has. Everyone has the same information. She then read the portion of the minutes pertaining to the Graf C.U.P aloud.

Many questions and concerns were shared and discussed. Some of those included: Renting in R-1, can a shed be a dwelling, parking, is septic size appropriate, drug dealers moving in, no police in event of trouble, how will city regulate situation. It was decided to have the Building Inspector Corey Block look at the property in question before

proceeding further. The City Attorney will also be included at the next meeting. A motion was made by Rachel to continue the Graf CUP discussing until the next regular meeting. Seconded by Art. Ayes- all. Opposed- one. Motion carries.

The public hearing was closed, and the regular meeting re- opened.

9. Old Business:

No old business currently.

10. New Business:

- a. Annual Organization of Business for 2021 will be written in Resolution 2021-01 and is as follows:

OFFICIALS & INSTITUTIONS

City Attorney	Eric Brever w/ Wornson Goggins
City Fire & Rescue	New Prague Fire Protection
City Fire Representative	Ron Weiers
Official City Paper	New Prague Times
Official Depository	First State Bank & Trust
Road & Culvert Inspector	Don Hlavac
Weed Inspector	Doug Filzen
Building Inspector	Corey Block
Acting Mayor	Rachel Meger

WAGES

Mayor per Meeting	\$ 70.00
Council per Meeting	\$ 55.00
Treasurer Salary	\$ 525.00 Plus Meetings
Administrator Salary (Includes Website)	\$ 1,500.00 Plus Meetings
Mileage	\$.58 Per Mile
Snow Plowing	\$ 20.00 Per Plow
Road & Culvert Inspector Salary	\$ 200.00 Plus \$ 100.00 Per Inspection
Weed Inspector Salary	\$ 100.00 Plus \$ 50.00 Per Inspection

LICENSE FEES

Tobacco	\$ 500.00
Consumption & Display Permit	\$ 100.00
Liquor License: Combination /On-Sale	\$ 1,000.00
Liquor License: Off-Sale	\$ 500.00
Sunday Liquor	\$ 200.00
One Day Liquor	\$ 50.00
Adult Use	\$ 5,000.00
Adult Use Investigation Fee	\$ 1,500.00

APPLICATION FEES

Application for Rezoning	\$ 200.00
Application for Variance	\$ 200.00

Application for Conditional Use (CUP)	\$ 200.00
Application for Amendments to CUP/PUD	\$ 200.00
Application for Preliminary Plat	\$ 200.00
Application for Final Plat	\$ 200.00
Application for Liquor License	\$ 250.00

(All application fees are subject to an attorney fee.)

Using Current Build Permit Valuation Fee Schedule & Flat Fee Schedule.

OTHER CHANGES

Copies	\$.25 Per Copy
Copies of Full Council Packet	\$ 10.00
Copy of Comprehensive Plan	\$ 25.00

Any changes made to the items above are listed in the following:

- b. A payroll issue made council aware that a current policy was not in conformance with state law. Payroll policy has been changed to conform with State Law and will result in Resolution 2021-02. Council members will not lose pay due to illness or vacation. Art motioned to pay council for every meeting and deal with any habitual absenteeism at that time. Doug seconded the motion. Aye- all. Opposed- none. Motion carries.
- c. Due to the change of payroll from annual to quarterly, the Treasurer’s annual salary was increased by \$50.00 per year. A motion was made by Art to approve the increase in the Treasurer’s salary to \$525.00. Rachel seconded the motion. Ayes- all. Opposed- none. Motion carries.
- d. Since Council has not been meeting in person due to the pandemic, the snow has not been cleared from City Hall. Since City Hall is a public place with a message board and lending library, Council feels the area should be always accessible. Council will increase the salary for snow removal to accommodate the increase. Lori to verify the amount the contractor needs for the snow clearing. Missy will insert the amount into Resolution 2021-01 before publishing. Art made a motion the increase snow removal salary to be between \$200- \$400 per season running November thru April. Matt seconded the motion. Ayes-all. Opposed- none. Motion carries.

11. Claims: no claims outside of consent agenda

12. Adjournment: A motion was made by Art to adjourn the meeting. seconded the motion. Ayes- all. Opposed- none. Motion carried.

13. Meeting Schedule: The next regular meeting is scheduled for February 01, 2021 at 6:00pm. .