

City of Heidelberg
Monthly Meeting Minutes
January 06, 2020
6:00 PM

Heidelberg City Hall
31552 181st Avenue
Heidelberg, MN 56071

1. **Present:** Mayor Lori Weldon, Administrator Missy Edwards Miller, Council Members; Therese Hlavac, Art Kasendorf, Rachel Meger, Shaun Prochaska and Treasurer Nancy Pexa.
2. **Also, Present:** City Attorney Eric Brever.
3. **Call to Order:** Meeting was called to order by Mayor Lori Weldon.
4. **Minutes:** The minutes were read from the December 30th special meeting. **Motion** was made by Therese to approve the minutes. Art seconded the motion. Ayes- all, Opposed- none. Motion carried.
5. **Oath's of Office:** All members signed and oath for their specific position and were sworn into office.
6. **Annual Organization of Business:** The following were entered into Resolution 1-2020

OFFICIALS & INSTITUTIONS

City Attorney	Eric Brever/ Wornson Goggins \$ 80 hr.
City Fire and Rescue	New Prague Fire Protection
City Fire Representative	Ron Weiers
Official City Paper	New Prague Times
Official Depository	First Bank and Trust
Road/Culvert Inspector	Don Hlavac
Weed Inspector	Doug Filzen
Building Inspector	Corey Block
Acting Mayor	Rachel Meger

WAGES

Mayor per Meeting	\$70
Council per Meeting	\$55
Treasurer Salary	\$ 475 + meetings
Administrator Salary	\$ 1500 + meetings (salary & website wage combined)

Mileage	.58 mile
Snow Plowing	\$15/ \$60
Road/Culvert Inspector Salary	\$200 + \$100 per inspection
Weed Inspector Salary	\$100 + \$50 per inspection

Motion made by Art, seconded by Shaun to set official positions and wages. These abstained from voting on husbands' inclusion on wages. With all in favor, motion carried.

LICENSE FEES

Tobacco License	\$ 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 Permit (PUD)	\$ 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.)

OTHER CHARGES

Copies	\$.25/page
Copy of full Council Packet	\$ 10.00
Copy of Comprehensive Plan	\$ 25.00

Motion made by Rachel, seconded by Art to set the fees as follows. With all in favor, motion carried.

7. New Business:

- A. Mayor to contact Ron Weiers to confirm he will be the official Fire Rep for city again this year.
- B. Council will open meetings with the Pledge to the Allegiance. Administrator to contact American Legion to see about obtaining a flag and pole for the building.

- C. Council will adopt Robert's Rules of Order at the start of each meeting.
- D. Therese to inquire with church about park property.
- E. Administrator will begin sending out a Consent Agenda Packet the Friday before each meeting.

8. Unfinished Business:

- A. Administrator contacted LMC about "Equipment Breakdown" coverage on Insurance Policy. Underwriter was out for the week. It was suggested to city to pay the premium and then cancel that section and request a refund upon underwriters return.
- B. Two organizational workshops are scheduled for 02/22 and 04/18 at Wornson Goggins Law Office at 9 am. Council to adopt a calendar, create a list of priorities.

9. Bills:

The following bills were submitted for payment:

PO Box- 1 year \$ 194.00
NP Fire Protection \$ 1,511.98 (2nd half of 2019)
LMC Casualty Ins. \$ 1,824.00

Motion made by Rachel to pay the bills. Seconded by Art. Ayes- all. Opposed- none.
Motion carried.

10. Adjournment: There being no further business, a **Motion** was made by Rachel to adjourn the meeting. Shaun seconded the motion. Ayes- all, Opposed- none. Motion carried.

11. Meeting Schedule: The next regular City Council meeting will be held on Monday, February 03, 2020 at 6:00 PM at City Hall.