

**Minutes of the Regular Meeting of the Bird Island City Council  
March 9, 2020 at 6:30 PM**

Council members present: Sander, Seidl, Prokosch, Engelmann, Schneider

The meeting was called to order by Mayor Sander.

A motion was made by Engelmann and seconded by Prokosch to authorize payment of the claims and approve the minutes from the last regular meeting. Passed unanimously.

- 2019 Audited Financial Report Sara Oberloh, CPS with Oberloh & Oberloh, Ltd., was present to review the 2019 audited financial report. Because the City's population is under 2500, we are allowed to report on a cash basis. Management and Auditor responsibilities were identified, and no material misrepresentations were noted. No legal compliance issues were found and the two internal control findings (due to limited staff) were cited. The Statements of Balances, Cash Receipts, Disbursements and Changes in Balances for all Funds were reviewed. The unassigned fund balance at year end was 117.8% of the subsequent year's budgeted disbursements; which is above the State Auditor's recommendation, and the 75% that Standard & Poors uses for bond rating purposes. The Enterprise Funds (water, sewer, storm), as a whole, have an adequate fund balance; however, the water system's high debt causes an annual deficit, and money is annually transferred from the General Fund to the Storm Water Fund to help pay debt. The goal is to have Enterprise Funds be self-sustaining via user fees. Staff will research the possible need to raise water user fees to cover future deficits.
- Land Use Permits Pat & Laura Posl submitted a land use permit application to construct an attached garage to the front of their house. The garage would be set back 35' from the Cherry Avenue curb. The required setback is 15' from the property line. A motion was made by Engelmann and seconded by Prokosch to approve the land use permit, provided the final placement of the stakes is at least 15' from the front property line. Passed unanimously.
- Kibble Equipment is constructing an addition on the west side of its main building. A motion was made by Engelmann and seconded by Prokosch to approve the land use permit as presented in the application. Passed unanimously.
- Amend Winter Parking Ordinance 220 Discussion continued regarding the possibility of amending Winter Parking Ordinance 220. Two proposals were submitted for the Council's consideration; one covers only snowplowing events, and the second includes other events (sweeping, seal coating, parades, etc...) in which vehicles should be off the streets. Council members agreed with an ordinance that includes all "no parking" events, but were in disagreement as to whether notification should be included for "plowable" snow events. Different types of notifications were discussed, and if included in the ordinance, would have to be utilized for enforcement to happen. A motion was made by Schneider and seconded by Seidl to adopt Ordinance 221, an Ordinance regulating parking on City Streets, with no notification included for plowable snow events. Schneider, Seidl and Sander voted in favor; Prokosch and Engelmann were opposed. Motion carried.
- Crack Filling In September 2019, the Council accepted a crack filling proposal from Northwest Asphalt & Maintenance. It appears the company has over-booked their services, and will not be coming to Bird Island. Staff has requested "per pound" bids from other companies for consideration at the next Council meeting.
- Overflow Pipe The overflow pipe on the water tower is in need of repairs. A preliminary estimate of \$2500 was received from Elevated Welding service to repair the pipe. A motion was made by Engelmann and seconded by Prokosch to approve up to \$3000 to repair the overflow pipe. Passed unanimously. With prior authorization, PFA system replacement funds could possibly be used for this purpose.

- Citywide Clean Up** The Council revisited the idea of hosting a citywide clean-up day(s). There was discussion on whether collection should be curbside or at a central location. Also, would fees be collected from customers, or would City taxes pay for the service? Staff will consult with West Central Sanitation as to their thoughts, and possible cost estimates for their services.
- Ball Park Contract** A motion was made by Prokosch and seconded by Engelmann to approve the 2020 Ball Park Complex Contract with no changes from the 2019 contract. Passed unanimously.
- Undesignated Foundation Funds** The EDA Board is recommending that undesignated/interest earnings from the Community Improvement Foundation Fund be utilized for economic development purposes. A motion was made by Engelmann and seconded by Prokosch to earmark current undesignated/interest earnings for economic development purposes, if needed, and upon approval of usage by the City Council Passed unanimously.
- Truck Parking** Staff was instructed to purchase “no truck parking” signs to be placed on residential streets in the Highway Commercial District. In addition, trucks exceeding four tons per axle are prohibited from parking on any restricted street (non-truck route).
- Hazardous Buildings/Nuisances** The Council was updated on the 860 Hwy. Ave. demolition project, and nuisances present at 1060 Hwy. Ave. were discussed. A nuisance abatement letter will be sent to the owner, to include repair/replacement/razing of the hazardous garage/shed this spring, as promised. Guidelines for the new County HRA/EDA Blight Removal Program will be sent to property owners who may have hazardous buildings on their lots.

Meeting adjourned.  
Deb Lingl, City Administrator