

Pennock City Council Meeting
Tuesday, January 5, 2016

Pennock City Council held their regular monthly meeting on Tuesday, January 5, 2016 at 7:00 p.m. at the Community Center. The following members were present Mayor Kevin Crowley, Council members Dave Miller and Terry Thole. Absent were Jeff Arends and Bruce Bastin. Also present were Gaylen Thompson and Deputy Ross Johnson.

Mayor Crowley called the meeting to order at 7:00 p.m.

Motion by Council member Miller to approve the December 1st Budget minutes and the December 1st Council minutes, Council member Thole seconds the motion. The motion passed.

The bills were presented. Motion by Council member Thole to pay all the bills, Council member Miller seconds the motion. The motion passed.

Deputy Ross Johnson presented the sheriff's report. For the month of December there were 52.5 hours.

OLD BUSINESS

Mayor Crowley mentioned the results on the Natural Gas Survey that was sent out on the back of the Utility Bills the end of November. Out of a 188 residents and businesses there were 80 that responded "yes", 12 that responded "no" and 96 with no response.

NEW BUSINESS

Mayor Crowley presented the following appointments for office. Council member Thole made a motion to accept the following appointments; Council member Miller seconds the motion. The motion passed.

City Attorney – Jay Liedman
Mayor – Kevin Crowley
Deputy Mayor – Dave Miller
Signers on Checks – Kevin Crowley or Dave Miller and Dawn Johnson
City Administrator/Clerk-Treasurer – Dawn Johnson
Deputy Clerk – Tiffanie Krieger
Fire Board – Kevin Crowley and Bruce Bastin
Civil Defense – Mike Schackman
Grader and Snowplow – Terry Thole
Mowing – Gaylen Thompson
Water and Sewer System – Gaylen Thompson and Terry Thole
Wastewater – Terry Thole

Wastewater Consultant – Woody Nelson
Community Center – Jeff Arends and Bruce Bastin
Official Newspaper – Kerkhoven Banner
Building Inspector – Mike Jacobson
Official Depository – Heritage Bank noting that Mayor Crowley holds an officer position with Heritage Bank along with being the Mayor for the City of Pennock
Zoning Administrator – Terry Thole
Personnel Director – Dave Miller and Bruce Bastin

West side of town – Council member Bruce Bastin
East side of town – Council member Dave Miller
South side of town – Council member Jeff Arends
Parks – Council member Terry Thole

Residents are encouraged to contact these representatives with problems and concerns.

Animal Control Officer Troy Hamstad was not present to review the contract. Council member Miller made a motion to renew the contract for another year; Council member Thole seconds the motion. The motion passed.

The Employees and Elected Officials Out-of State Travel Policy were reviewed. Even though the city does not travel outside the State of Minnesota as per Minn. Stat. §471.661, requires the City to have a policy in place. Council member Thole made a motion to approve the Policy; Council member Miller seconds the motion. The motion passed.

Council member Thole made a motion to renew the 2016 membership for MN Rural Water Association along with equipment fund contribution; Council member Miller seconds the motion. The motion passed.

Council member Miller made a motion to continue paying the two city Maintenance employees an hour per day every month for reading the meters, checking wells and other miscellaneous duties; Council member Thole seconds the motion. The motion passed.

Council member Thole made a motion to give Clerk Johnson permission to pay bills monthly that are not received prior to Council meetings to avoid late charges, Council member Miller seconds the motion. The motion passed.

Council member Thole made a motion to accept the collateral pledge from Heritage Bank NA for excess deposits from Federal Home Bank and Champaign County Illinois Community Unit also to accept the safekeeping of the original pledge certificate at U.S. Bank Money Center; Council member Miller seconds the motion. The motion passed.

Council member Thole made a motion to approve the Credit Card Policy for the City; Council member Miller seconds the motion. The motion passed.

Council member Miller made a motion to accept the renewal of the Self-Insured Accident Plan for Volunteers; Council member Thole seconds the motion. The motion passed.

Mayor Crowley mentioned that it was time to renew the League of Minnesota Cities Insurance Policy. Motion by Council member Thole to renew the Umbrella Liability Policy and do not waive the Municipal Tort Liability Statue; Council member Miller seconds the motion. The motion passed.

Motion by Council member Miller to reject the West Central Utility Coordinating Committee 2016 Associate Membership Contribution; Council member Thole seconds the motion. The motion passed.

Mayor Crowley mentioned that the 2016 Local Board of Appeal and Equalization will be held on Tuesday, April 5, 2016 at 7:00 p.m. at the Pennock Community Center.

It was mentioned that the March 1st Council meeting will be changed to Wednesday, March 2nd due to the Caucuses. The April 5th Council meeting will be at 7:30 p.m. following the Board of Appeal & Equalization, the May 3rd Council meeting will be changed to Monday, March 9th due to Clerk Johnson gone to the Clerks Institute and the November 1st meeting will be discussed at a later date.

Maintenance employee Thole mentioned that the snow blower is starting to wear so it might need some attention soon.

Being no further business Council member Thole made a motion to adjourn the meeting; Council member Miller seconds the motion. The motion passed. Meeting was adjourned at 7:30 p.m.

Official minutes will be approved at the February 2, 2016 Council meeting.

Dawn Johnson
Administrator/Clerk-Treasurer