

Monday, December 2nd, 2019
Hartland City Council Meeting

In Attendance: Nancy Toot, Warren Johannsen, Linda Pederson, Megian Bell, Tia Malouff

Absent: Kely Routh, Andy Flatness

Others in Attendance: Raymond Toot, Linda Johannsen, Tammi Staloch

Acting Mayor Nancy Toot called the meeting to order at 6:30 pm.

Motion to approve the agenda, approve the general meeting minutes from November, and approve the accounts payable was made by Linda, seconded by Warren; motion carried. November 23rd emergency meeting minutes were not motioned for approval.

Public Input:

- None

Fire Dept.:

- 1 documented fire call for a structure fire.
- Fire Dept has hired and will pay for a Santa for Santa Day.

City Maintenance:

- None

City Clerk Updates:

- 2020 Levy needs to be finalized and voted on for submission. The 2020 proposed budget and the 2019 Loss and Profit were reviewed. The 2019 Loss and Profit included all paid out bills through today's date. LGA will go up in 2020 and is a real number. The budget proposed at September's Council meeting, as a preliminary, has no need for change and Allyson tries to stay in sync with the loss and profit from the previous year. 4% was proposed at the September Council Meeting. Last year's levy was 2%. Unless there are unexpected legal or other expenses, everything should be OK at 1%-2% for the upcoming year. Wages will not change in 2020. Utilities may change due to Excel might propose an increase. A 2% increase would bring in just shy of \$3000. 1% would bring in \$1500. If anything out of the ordinary does arise, there are reserves. Seal coating will be coming out of reserves and not a budget issue. Megian made a motion for 1%, Warren seconded; motion carried.
- A Resolution needs to be made designating a polling place. It will be City Hall again. Nancy signed as acting mayor. Tia will submit.
- Tia looked into online billing for utility billing. It is possible without having online banking. There are two options. First option is signing up with Banyon's partner Payment Service Network. They interface with Banyon so payments will automatically get posted into Banyon, they provide a customer portal for residents

and direct deposits will be sent to the city within 3 business days. There is a \$1300 one-time fee to Banyon, which may drop down to \$995 since Hartland is a smaller city, and \$195/yr. There is also a \$149 one-time fee to Payment Service Network, \$14.95/month charge or \$39.95/month for paperless billing option, and a \$89 yearly fee for security compliance. Residents will also be charged a 2.75% transaction fee. The second option is a third-party company called GovNetPay, which is a private company that works with cities and government agencies to process debit and credit cards. It is free to the city and the processing fee will be paid by the resident/cardholder. Tia is still waiting to hear back on what percentage the processing fee will be. There is no customer portal or interfacing so the city gets a notification email daily of the payments and will need to manually enter in the charges into Banyon. There is still the option to sign up for paperless billing through Banyon, with a \$595 one-time fee and \$195 yearly. There are approximately 5 residents that have voiced an interest in online paying. Tia will leave GovNetPay's contact info.

- The auditor for the year-end financial statements needed addressing. Cost is \$8400 to hire Lance Skov. Linda motioned to move forward with Hill, Benda, Skov and Bernau, Megian seconded; motion carried.

- Tia's resignation was accepted by the Council Members. Allyson presented a proposal that her business will cover the city clerk duties. Brooke will be in the office 2 days a week, 2 hours each day, and all other work will be done remotely at Allyson's office. Emails will be checked daily and the cost is the same as Tia's monthly wages. Linda motioned to accept Allyson's proposal, Warren seconded; motion carried.

Council Concerns:

- None

Mayor Updates:

- None

Miscellaneous:

- Matt Staloch and Heath Spencer called Megian so she could pass information on to the other Council Members that Heath's insurance company is willing to name Hartland as additionally insured on the policy, they'd be willing to send the policy to the city's attorney and email the Council Members a copy of the insurance policy. Allyson also spoke to Heath and gave him the city attorney's contact information. Direct resident complaints should be sent to Spencer Moving Co. Matt Staloch spoke to Nancy and said the move date is now December 10th regardless. Matt says it is not up to him though and in the end, it is up to Heath and the power company. Heath did not mention to Megian, during the phone call, that December 10th was a go, to move the house. Raymond Toot said there are 2-3 inches of black top to the street, there should be at least a foot of frost to move the house and he's heard rumors the truck is 65 tons, which is more than enough to bust the surface of the road.

Council Members want written verification in writing that Spencer Movers will cover the whole cost to repair the roads and not patch them, regardless of what

their insurance company covers. In the Emergency Meeting, authority was given to Heath to determine if the ground was frozen enough. It was mentioned to show Spencer Movers insurance policy to the city lawyer, but it would be a big bill from the lawyer and the necessity was questioned. The city will get revenue from the house through the water bill; however, the levy will not be affected, and the city does not gain more money by the house moving into town except for its water bill. Council Members just want the road back to the way it was before the house was moved in and want a letter emailed to everyone with this verification. Specifically, the email needs to have Spencer Movers insurance policy and verification in writing that Spencer Movers guarantees the roads will be repaired and not patched, if there is damage and regardless of the insurance company. And the ground needs to be frozen, although that is in Spencer Movers benefit. All Council Members are in agreeance with the email letter. Megian will send Tammi Staloch everyone's email addresses so she can forward to Heath.

Allyson spoke with Jack at Freeborn Mower, and they cannot dictate when a house can be moved by. If the ground isn't frozen enough, Freeborn Mower can't make the movers move the house, therefore December 10th isn't set in stone by the electric company.

There should be no need for another meeting after Spencer Movers sends the email.

-Next meeting is Monday, January 6th at 6:30pm

-Linda motioned to adjourn the meeting at 7:43, Megian seconded; motion carried.

Tia Malouff, Hartland City Clerk