

**CITY OF SPARTA**  
**FINANCE MEETING AGENDA**  
**June 7, 2017**

**CITY HALL**

**6:00 p.m.**

- 1. Call Meeting to Order**
- 2. Consent Agenda: Consisting of Minutes of the Regular Meeting of May 3, 2017**
- 3. Consideration of Investment Policy**
- 4. Consideration of Assessing a Late Fee for License Renewals for Received After Due Date of April 15th**
- 5. Items for Future Consideration**
- 6. Adjourn**

A possible quorum of the Common Council may be in attendance at this meeting but no action will be taken by the Council.

Posted: 6-5-17

**CITY OF SPARTA**  
**FINANCE MINUTES**  
**May 3, 2017**

**PRESENT:** Kevin Riley, Norm Stanek, Josh Lydon

**ABSENT:** None

**ALSO PRESENT:** Mark Sund, Todd Fahning, Mayor Button, Dave Kuderer, Jim Church, Alli Karrels, Dennis Johnson, Brad Gilbertson, Vicki Riley, Pat Mulvaney

Chairman Riley called the meeting to order at 6:01 p.m.

**A motion was made by Josh Lydon and seconded by Norm Stanek to approve the Consent Agenda consisting of the minutes of the regular meeting of April 5, 2017. Motion carried 3-0.**

Mark put together a draft of an Investment Policy for the Committee to review. We do get asked from rating companies to provide one but we really didn't have one to hand out. We can go over this for consideration at next month's meeting.

Tanner Hensel did an internship last year at City Hall and is interested in coming back this summer to get his credits to graduate. He was getting paid \$8.00/hr and he will be receiving that again this summer. Holly Larsen also expressed an interest in shadowing various departments of the City this summer. She has worked previously at the Aquatic Center and this year will be working there part time. She will not be receiving any pay for shadowing the departments. **A motion was made by Josh Lydon and seconded by Norm Stanek to approve the internship of Tanner Hensel for the summer at a rate of \$8.00/hr and to approve having Holly Larsen shadow various departments of the City for the summer without pay. Motion carried 3-0.**

Items for future consideration were:

License renewals are due April 15<sup>th</sup> per our ordinance and there are a lot that come in late. We would like to consider charging a fee for being late next year.

**A motion was made by Josh Lydon and seconded by Norm Stanek to adjourn at 6:11 p.m. Motion carried 3-0.**

Respectfully submitted,

Julie Hanson  
City Clerk

## LICENSES AND PERMITS 12.02(12)

military, or religious organization where the activity which would otherwise be licensed is conducted for the benefit of the members or for the benefit of the public generally.

(13) RENEWAL OF LICENSES. All applications for renewal of licenses hereunder shall be made to the City Clerk by April 15.

(14) CONSENT TO INSPECTION. An applicant for a license under this chapter thereby consents to the entry of police or authorized City representatives upon licensed premises at all reasonable hours for inspection and search, and consents to removal from the premises and introduction into evidence in prosecutions for violations of this chapter all things found therein in violation of this chapter or State law.

(15) REVOCATION OF LICENSES.

(a) Except as provided in Sec.12.03(11), any license issued under this chapter may be revoked for cause by the City Council. No license shall be revoked except upon written verified complaint filed with the City Council, by the Mayor, a member of the Council, the Chief of Police or a City resident. The licensee shall be served with a copy of the written charges and shall be given an opportunity to be heard before the City Council. The licensee shall be given notice of the hearing before the City Council which shall be not more than 20 nor less than 5 days after notice, except as otherwise agreed between the parties.

(b) At such hearing the licensee shall be entitled to be represented by counsel, shall have the right to present and cross-examine witnesses and, upon request, may have subpoenas issued by the Mayor or presiding officer of the City Council to compel the attendance of witnesses.

(c) After hearing the evidence, the City Council may revoke such license or impose a limited period of suspension. The determination of the Council shall be final.

(d) The Mayor or City Council may suspend the license of a licensee hereunder without hearing for not to exceed 10 days.

(e) The Police Department shall repossess any license revoked hereunder.

(16) PAYMENT OF FEES. No license under this chapter shall be issued to applicants with unpaid, overdue, delinquent or otherwise outstanding fines, forfeitures, penalties, assessments, personal property taxes and/or user fees owed to the City. (Amended # 858, 09/18/12).