MINUTES
REGULAR CITY COUNCIL MEETING

APRIL 25, 2012

Mayor Jeff Thompson called the meeting to order at 6:00 p.m. Council members present were Jeff Bertram, Jean Soine, Dennis Zimmerman, and Gene Beavers. Others present were Renee Eckerly, City Administrator; Ron Mergen, Public Works Director; Jennifer Welling, Administrative Assistant; Stephanie Hormann, Cable Coordinator; Chuck DeWolf, Bolton & Menk, Inc.; Bill Spooner, City Attorney; Ellarry Prentice, Press; Lieutenant Bob Dickhaus, Stearns County; Joe Schmitz, Casey Meagher, Mark Eckerly, Bob McDaniel, Doris Wendlandt, Darlene Loven, Kay McDaniel, Bruce Elfering, and Chuck DeWolf

The Pledge of Allegiance was recited.

Soine led the Council in prayer. Council members gave verbal activity reports.

Lieutenant Bob Dickhaus, Stearns County gave a Police Department report that included the following:

- Crime statistics
- Abundance of stray cats
- Overtime
- Transcription pilot project has been fully implemented and all data is being sent to the County

CONSENT AGENDA

Motion to approve the minutes from the following meetings: March 14, 2012 Public Works Committee, January 23, 2012 Safety Committee, and January 5, 2012 Park & Tree Board.

Motion to approve the following vouchers:

4/19/12	#84031-84032	$ 2,531.92
	#84033-84040	$ 4,494.72
	#84041	$ 1,399.23
	#84042-84047	$ 1,447.76
	+ACH	$ 5,985.89
4/20/12	#84048-84109	$204,929.29
Total		$220,788.81
Payroll:		
4/19/12	#84027-84030	$ 3,415.89
	Direct Deposit	$ 8,900.97
	Direct Deposit	$ 3,866.08
ACH:	None	

Motion to approve the resignation from Dusty Veldkamp as Emergency Management Director effective June 1, 2012.

The delay in payment to the Fire Department was questioned. It was suggested that an exit interview be conducted with Veldkamp. It was stated that one will be completed in the Public Safety Committee.

> **Motion was made by Bertram to approve the Consent Agenda. Seconded by Zimmerman and unanimously carried.**

ANNUAL SAFETY TRAINING DAY

In the past the City has held their annual Safety Training Day on Columbus Day (Monday, October 8, 2012). Every year employees are trained on Employee Right To Know, AWAIR, Bloodborne Pathogens, Ergonomics/Lifting, and Emergency Action Plan and every other year employees are trained on First Aid and CPR. The Safety Committee has met and recommends closing City Hall for annual Safety Training Day and to train employees on First Aid/CPR presented by Ridgewater College in the amount of $480.00.

Motion was made by Zimmerman to close City Hall for annual Safety Training Day on Monday, October 8, 2012 and to train employees on First Aid/CPR presented by Ridgewater College in the amount of $480.00. Seconded by Soine and unanimously carried.

INSURANCE AGENT CONTRACT

Renee Eckerly met with Gary Rothstein and discussed a flat fee of $3,000.00. Rothstein said that he feels the 5% that he received the last 2 years is a fair value for his work; even though there is a lot of work behind the scenes that he does with the City's policy and he is getting 10% from his other cities he works with. Past fees:

2010 insurance was $78,588.00, Agent $3,929.40
2011 insurance was $76,899.00, Agent $3,844.95

Resolution 2012-17 Appointing A City Agent was presented. The Budget & Finance Committee has reviewed this and recommends approval.

Motion was made by Zimmerman to contract with Central Minnesota Insurance Agency, Gary Rothstein, Agent at compensation service of an annual fee equal to 5% of the annual insurance premium with the appointment effective until June 30, 2014. Seconded by Soine and unanimously carried.

Motion was made by Beavers to approve Resolution 2012-17 Appointing A City Agent. Seconded by Soine and unanimously carried.

(Please see Attachment #1 – the above-referenced Resolution which has been made a part of these minutes.)

TEMPORARY STREET CLOSING – LADIES NIGHT OUT

The PEP Committee has submitted a Temporary Street Closing Application for Friday, May 11, 2012 to close Augusta Ave. from James Street to the alley from 4:00 p.m. to 11:00 p.m. for Ladies Night Out. Bob Dickhaus and Assistant Fire Chief, Ron Mergen have approved this with the understanding that they contact the Public Works Department for signage and barricades prior to the event.

Motion was made by Beavers to approve the Temporary Street Closing Application for Friday, May 11, 2012 to close Augusta Ave. from James Street to the alley from 4:00 p.m. to 11:00 p.m. Seconded by Soine and unanimously carried.

EDEN VALLEY PARADE PARTICIPATION

The City has been invited to participate in the Eden Valley, Valley Daze Parade on Saturday, June 23, 2012 at 7:00 p.m. The participation fee is $30.00. No action taken, but to thank them for the invitation was suggested.

IRRIGATION RATE/AGREEMENTS

The Public Works Committee has reviewed this and recommends basing the irrigation rate on maintenance and repair and electrical charges; therefore, increasing the rate by $1.00 per year for the next five years. Irrigation Agreement Exhibit C was presented.

Motion was made by Bertram to approve the irrigation rate increase of $1.00 per year for the next 5 years:

January 1, 2012	**$31.00 per acre**
January 1, 2013	**$32.00 per acre**
January 1, 2014	**$33.00 per acre**
January 1, 2015	**$34.00 per acre**
January 1, 2016	**$35.00 per acre**

Seconded by Zimmerman and unanimously carried.

CITY COUNCIL TEAM TRAINING

The email from the LMC regarding two options on Council relations training was presented. No action was taken and Eckerly will continue to research other options.

POLICE CHIEF POSITION

Thompson announced that the Council held a Working Session on April 17, 2012 to discuss options, but could not take action during that session.

Zimmerman stated that he appreciated individuals talking to him about the situation.

Eckerly reported that Paynesville Township discussed the contract and voted 3:0 to not extend the contract, but Pietsch would like to meet with the City and County to discuss a new contract and that the $75.00 fee is too excessive.

There was some discussion on the hiring process, pay scale, having an officer on the interviewing committee, working with the County.

There was further discussion on the effects on the union, salaries, job description, hiring internally or seeking externally.

A time line was questioned. Eckerly stated that the Council could make and approve changes to the job description, discuss the wage scale and union contract and then list for 30 days. The County could work with the City through the hiring and interviewing process and then bring the final three back to the full council for a second interview.

Who will serve on the Interview Committee, including questions, and pointing was discussed.

It was suggested to present a package and checklist with what has been done and what has to be done next and the May 9, 2012 City Council meeting.

> **Motion was made by to Beavers to hire a police chief and start the hiring process after the May 9, 2012 City Council meeting. Seconded by Soine and passed 3:2 (Thompson, yes; Soine, yes; Beavers, yes; Zimmerman, no; and Bertram, no).**

OPPORTUNITY PARK

A letter from Land & Lease Development, LLC was distributed. Eckerly reported that McDonalds will not start until 2013 and will not sign a Purchase Agreement until end of 2012. Land & Lease would like an extension until December 15, 2012. Representatives from Land & Lease will be at the May 9, 2012 City Council meeting. Eckerly further reported that she contacted other cities that have worked with Land & Lease and they reported it is a slow and long process, but in the end rewarding the worth it.

It was reported that the Planning Commission also discussed this and the Commission recommended moving forward with the infrastructure and street and let the purchase agreement expire.

The 429 process was discussed.

Opportunity Park Plat is being paid for out of the EDAP fund 220. To date there have been $48,105.03 in expenses from 2011 and 2012 which has put EDAP into a negative balance. In order to cover the negative balance, It was suggested to take $60,000 from General Fund reserves 100 to cover the Opportunity Park Plat expenses. This would be paid back to General Fund 100 when the land is sold.

> **Motion was made by Soine to transfer $60,000 from the General Fund reserves 100 to EDAP 220. Seconded by Zimmerman and unanimously carried.**

HWY. 23

DeWolf reported the following:

- Concrete is being poured
- Utility work complete
- Punch list is being created

Renee reported the following:

- Paving being done

- MnDOT presented sign options to the Ad Hoc Enhancement Committee including:
  - Costs of signs
  - Signs will be the City's cost
- There is $50,000.00 - $100,000.00 for landscaping for the City
- Ribbon cutting – with the Governor and Commissioners will be around July 4th

Z MOWER BIDS

Four bids were received for a 2012 Z Mower with the apparent lower bidder being Lake Henry Implement in the amount of $9,853.00. Mergen confirmed that this unit meets all specifications.

Motion was made by Bertram to purchase a 2012 Z Mower in the amount of $9,853.00 from Lake Henry Implement. Seconded by Beavers and unanimously carried.

WASTEWATER TREATMENT FACILITY RE-SCOPING PROJECT

DeWolf reported that the City is still waiting on MPCA. Staff has met with AMPI on their Agreement.

Expenses are coming in for the Wastewater Facility Plan Construction Fund 570. In order to cover these expenses and avoid negative interest, Ron Mergen would like to transfer $200,000 from Sewer Fund 115, $160,000 from Sewer Equipment Replacement Fund 116, and $340,000 from Preareation Replacement Fund 117 for a total of $700,000 to the WW Facility Plan Construction Fund 570. This is to avoid a monthly transfer. Fund balances are

115 Sewer Fund	$731,720.42
116 Sewer Equipment Replacement Fund	$567,733.33
117 Preareation Replacement Fund	$446,524.84

Motion was made by Zimmerman to transfer $200,000 from Sewer Fund 115, $160,000 from Sewer Equipment Replacement Fund 116, and $340,000 from Preareation Replacement Fund 117 for a total of $700,000 to the Wastewater Facility Plan Construction Fund 570. Seconded by Beavers and unanimously carried.

INFORMATIONAL

Thompson reviewed the following informational items: Overtime Reports, May and June Meeting Schedules, 2011 Consumer Confidence Report, AFSCME Council 65 & City of Paynesville Grievance Arbitration Regarding Pay Week Change Set For July 17, 2012 at 9:00 a.m. In The City Council Chambers. Lois Roback will tentatively be attending the May 9, 2012 City Council meeting to give a PAHCS report. West Central Sanitation April Garbage Rates, March Liquor Revenue & Expenses, Incode Financial Reports, and Capital Improvement Breakdown Report (emailed to Council) a copy can also be obtained from the accounting department at City Hall and MnDOT – Corridor Investment Management Strategy (CIMS).

Eckerly reported that the next Community Visioning meeting will be held on May 15, 2012 at 6:00 p.m. Mergen reminded all of the Spring Clean Up and Household Hazardous Waste Collection on April 28, 2012.

There being no further business, the meeting was adjourned at 6:56 p.m.

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Renee Eckerly, City Administrator