MINUTES
CITY COUNCIL MEETING

JULY 14, 2014

Mayor Jeff Thompson called the meeting to order at 6:00 p.m. Council members present were Kay McDaniel, Donavan Mayer, Jean Soine, and Gene Beavers. Others present were Renee Eckerly, City Administrator; Ron Mergen, Public Works Director; Jennifer Welling, Administrative Assistant/Zoning Specialist; Bill Spooner, City Attorney; Eric Glenz, Spooner & Glenz; Ashley Peck, Press; Chuck DeWolf, Bolton & Menk, Inc.; JoLyn Lindquist, Social Media Specialist; Paul Wegner, Chief of Police; Neil Herzberg, Caren Carlson, and Larry Carlson.

The Pledge of Allegiance was recited. Council members gave verbal activity reports.

Mergen announced that the City is accepting donations for the second phase of the splash pad at Gazebo Park.

City Attorney, Bill Spooner introduced Eric Glenz as a new partner in his firm. The law firm is now called Spooner & Glenz.

CONSENT AGENDA

Motion to approve the minutes from the June 2, 2014 Planning Commission meeting.

Motion to approve the following vouchers:

07/02/2014	Voucher	88536-88542	$11,365.26
07/08/2014	Voucher	88636-88708	$699,349.31
		TOTAL	$710,714.57

Motion was made by Beavers to approve the Consent Agenda. Seconded by Soine and unanimously carried.

BOY SCOUT EAGLE PROJECT – LARRY CARLSON

Larry Carlson, Boy Scout was in attendance to request that the Building Permit fee of $140.00 be waived for two baseball dugouts at the Paynesville Elementary School that he is going to construct with a local contractor for his Eagle Project. A written request, letter of support, building permit application, and applicable fees were presented. Per the Building Official, the actual Building Permit fee cost is $144.02. Carlson is fundraising $3,000.00 - $3,500.00 for the baseball dugouts at the Elementary School which will start in September or the spring of 2015. Thompson suggested that this be tied into the recreation program and make a contribution through Community Education for this project. Eckerly stated that this type of waiver (waiving a Building Permit Fee) has never been done, but could be made specific to this motion only. It was suggested to just donate money to the Eagle Scout Project. Spooner stated that the City is not allowed to do such. Thompson asked when a decision would need to be made. Carlson would like the financial commitments before starting the project. Eckerly noted that a permit is necessary before they start cement work. No action was taken.

LOT SPLIT – STANG

An application for two lot splits submitted by Bruce and Bernie Stang, Stang Precision were presented. They wish to split Lot 2, Block 1, of Ranch View Addition in half and also split the south 50' off of Lot 3, Block 1, of Ranch View Addition, which would be combined to their lot with their existing building on it. They wish to construct an additional building just to the south of their existing building. Their existing building is in a TIF District and they do not want to lose any increments and must meet the lot coverage of 50%; therefore, a split is necessary. The Planning Commission has reviewed this and recommends approval.

Motion was made by Soine to set the Stang Lot Split Public Hearing for Monday, August 11, 2014 at 6:30 p.m. Seconded by Beavers and unanimously carried.

CHAMBER OF COMMERCE – HARVEST & MARKET DAY PARADE/STREET CLOSURE

The Harvest & Market Day Parade Permit and Temporary Street Closure Applications were submitted by the Chamber of Commerce to host a parade on Saturday, August 23, 2014 from 6:00 p.m. to 10:00 p.m. They plan to use the same parade route and line up area as the Town & Country Days Parade. The Police Chief has reviewed this and has denied the request due to the on-going road construction.

Wegner stated that he talked with Connor Moore and Ron Mergen regarding the parade in reference to the timing of the street project. The parade would not be cohesive to the street project and its timing. There is also a significant cost to the City for another parade.

Motion was made by Soine to deny the Chamber of Commerce Harvest & Market Day Parade Permit Application. Seconded by Mayer and unanimously carried.

IRRIGATION PIVOT REPAIR – HYDRO ENGINEERING

An invoice in the amount of $19,377.67; payable to Hydro Engineering for work completed on the irrigation pivot was presented. Mergen reported that there was a malfunction in the program and the irrigation pivot was damaged. Insurance will cover the damages and the company has fixed the programming error. Eckerly stated that the City has a $1,000.00 deductible.

Motion was made by Beavers to approve the invoice in the amount of $19,377.67; payable to Hydro Engineering with funds to come from the Sewer Capital Improvement Fund. Seconded by Mayer and unanimously carried.

JOINT POWERS AGREEMENT FOR HIRING OF LIFEGUARDS

A Joint Powers Agreement For Hiring Of Lifeguards between the City of Paynesville, Paynesville Township, and the Koronis Lake Association was presented. This is an annual agreement and there are no recommended changes for this contract except for the dates have been modified. It was suggested that the amount requested from the Township and Lake Association be increased in 2015.

Motion was made by Soine to approve the Joint Powers Agreement For Hiring Of Lifeguards between the City of Paynesville, Paynesville Township, and the Koronis Lake Association. Seconded by McDaniel and unanimously carried.

GAMBLING – PAYNESVILLE YOUTH ATHLETICS, INC.

A Minnesota Lawful Gambling LG220 Application For Exempt Permit from the Paynesville Youth Athletics, Inc. to conduct a raffle on September 19, 2014 at the Paynesville Area High School, 801 West Hwy. 23, Paynesville, MN 56362 was presented.

Motion was made by Mayer to approve the Minnesota Lawful Gambling LG220 Application For Exempt Permit from the Paynesville Youth Athletics, Inc. to conduct a raffle on September 19, 2014. Seconded by Soine and unanimously carried.

HOUSING STUDY

The City has received two Housing Study proposals:

Community Partners Research, Inc.	$12,900.00
Maxfield Research, Inc.	$12,875.00

The Planning Commission was given a presentation, reviewed the proposals, and recommends approving Community Partners Research, Inc. for the reason that they appear to have worked with more communities the size of Paynesville. The study will take approximately 60-90 days to complete. The last study was completed in 2008. A housing study is a part of the Comprehensive Plan. Ag Star has a grant program and Eckerly will apply for grant funds. The funds for the study would be taken from reserves.

Motion was made by Soine to approve the housing study proposal from Community Partners Research, Inc. in the amount of $12,900.00. Seconded by Mayer and unanimously carried.

2014 STREET IMPROVEMENT PROJECT

DeWolf reported that Minnesota Street has been paved with seeding and turf restoration to follow. The water main on Hwy. 55 has hit rock; alternatives will be looked at.
Payment Estimate No. 2 in the amount of $153,389.28; payable to Kuechle Underground, Inc. for work completed through July 2, 2014 was presented.

> **Motion was made by Beavers to approve Estimate No. 2 in the amount of $153,389.28; payable to Kuechle Underground, Inc. Seconded by Soine and unanimously carried.**

On the County project – due to the low bid, sidewalks will be replaced. The time line for the project to be finished is by September 1, 2014. Phase one will take 4-6 weeks. This project will include the alley behind Nucara.

WATER TREATMENT PLANT EXPANSION PROJECT

DeWolf reported that the contractor is moving forward and the clear well is closer to being complete. The contractor is also preparing to remove the filter. Payment Estimate No. 6 in the amount of $367,847.60; payable to Magney Construction, Inc. for work completed through June 30, 2014 was presented.

> **Motion was made by Beavers to approve Payment Estimate No. 6 in the amount of $367,847.60; payable to Magney Construction, Inc. Seconded by Mayer and unanimously carried.**

WASTEWATER TREATMENT RE-SCOPE PROJECT

DeWolf stated that this project is near completion with just a few punch list items remaining. An open house is being scheduled.

AIRPORT

A letter from Bolton & Menk, Inc. regarding the 2014 Airport Beacon Improvement Bids was presented. The apparent low bidder was Electrical Systems, Inc. from Brainerd, MN in the amount of $47,250.00. The engineer's estimate was $50,000.00. This project would be funded 90% with a Federal Grant and an additional 5% from a State Grant. This City's cost would be $2,362.50.

> **Motion was made Beavers to approve the bid from Electrical Systems, Inc. in the amount of $47,500.00 for the 2014 Airport Beacon Improvements; contingent upon being awarded the Federal Grant. Seconded by Soine and unanimously carried.**

An invoice in the amount of $10,908.33; payable to the Minnesota Petroleum Service for the fuel system upgrade was presented. This amount has been reviewed by Bolton & Menk, Inc. and the costs are consistent with their proposal. The fuel system is 100% complete.

> **Motion was made by Mayer to approve the invoice in the amount of $10,908.33; payable to the Minnesota Petroleum Service for the fuel system upgrade. Seconded by Beavers and unanimously carried.**

TELECOMMUNICATIONS TOWER – GROUND LEASE

A Ground Lease between the City of Paynesville and Stearns County for the Telecommunications Tower was presented. The Lease is for 25 years at $1.00 per year. The location of the tower is at 16896 283rd Ave., Paynesville, MN 56362 (on the City's water tower property). The Lease has been approved by Stearns County.

> **Motion was made by Beavers to approve the Ground Lease between the City of Paynesville and Stearns County for the Telecommunications Tower. Seconded by Soine and unanimously carried.**

GRANDSTAND/BASEBALL STADIUM/STORM SHELTER

The Budget & Finance Committee reviewed a possible financial contribution to the storm shelter as an investment in the saving of resident's lives. The Committee recommended a $25,000.00 contribution; $5,000.00 a year for the next 5 years to start in 2015. It was suggested that a Joint Powers Agreement be drafted with the School and that this should be through a joint Park & Recreation Board.

> **Motion was made by Soine to approve a $25,000.00 contribution ($5,000.00 a year for the next 5 years) to the storm shelter as an investment in the saving of resident's lives. Seconded by McDaniel and passed 4:1 (Thompson, yes; Soine, yes; Mayer, yes; McDaniel, yes; and Beavers, no).**

Beavers stated that he voted no due to the need of a more organized Park & Recreation Board.

INFORMATIONAL

Thompson reviewed the following informational items: June Police Reports, June Liquor Store Reports, and Stearns Co. Environmental Office – Notice of Public Hearing.

There being no further business, the meeting was adjourned at 6:47 p.m.

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Renee Eckerly, City Administrator