MINUTES
CITY COUNCIL MEETING

AUGUST 10, 2020

Mayor Jeff Thompson called the meeting to order at 6:00 p.m. Council members present were Shawn Reinke (via Zoom), Neil Herzberg, Len Gilmore, and Alicia LaBeau. Others present were Belinda Ludwig, City Treasurer/Acting City Administrator; Jennifer Welling, Administrative Assistant/Zoning Administrator; Ron Mergen, Public Works Director/Acting City Administrator; Bill Spooner, City Attorney with Spooner & Glenz; Chuck DeWolf, Bolton & Menk, Inc.; Kristin Leither, Social Media Specialist; Paul Wegner, Police Chief; Donavan Mayer, and Nan Mayer.

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

Ron Mergen reported on the following:

- Fly In support lunch served approximately 450 burgers, 200 hotdogs and sold 30 plus plane ride tickets
- August 7, 2021 is set for the next Airport Fly In and Airshow
- The fishing pier, Veterans Park and Gazebo Park have been very busy
- Ampe Park is being updated in the Park Comprehensive Plan to include restrooms, shelter, trail system, and playground
- Compost Site has had steady usage and donations

Belinda Ludwig reported the following:

- Filing for Council ends tomorrow
- Filings to date include 1 for hospital board, 2 for mayor, and 3 for City Council
- Driver's License fees have tripled in June and July
- LGA is expected to be less than last year
- The preliminary budget will be presented at the next meeting

Motion to approve the following meeting minutes: April 27, 2020 Airport Board, April 28, 2020 Public Safety Board, July 7, 2020 Budget & Finance Board, July 27, 2020 Regular City Council, May 5, 2020 Liquor Board, July 13, 2020 Regular City Council, and July 2, 2020 Park & Tree Board.

Motion to approve the following vouchers:

7/27/2020	Brown, Ethan - check reissued	101194	-$738.11
7/27/2020	Payroll Checks	101501-101504	$5,158.70
7/27/2020	Payroll Direct Deposit		$33,213.65
7/27/2020	Payroll Taxes	101505-101506	$1,552.27
7/27/2020	Payroll - Fed		$7,213.81
7/27/2020	Payroll - State		$2,027.70
7/27/2020	Payroll - TASC		$226.91
7/27/2020	Payroll - PERA		$4,124.65
8/5/2020	Vouchers	101507-101570	$376,363.13
		Total:	$429,142.71

Motion was made by Herzberg to approve the Consent Agenda. Seconded by Gilmore and unanimously carried.

AIRPORT – JOHNSON LEASE, KRAEMER LEASE & QT POD

Mergen presented the Tee Hangar Leases between the City of Paynesville and Alan Johnson and a second Tee Hangar Lease between the City of Paynesville and Jeff Kraemer.

Mergen further presented two quotes for a new fuel terminal. Below is an excerpt of minutes from the July 27, 2020 Airport Board meeting:

> QT Pod Information was reviewed. The existing QT pod, model m3000 is no longer supported and the company is recommending the m4000 model. Two cost estimates were reviewed:
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> | | | |
> |---|---|---|
> | Westmor | $14,631.00 | |
> | QT Pod Petroleum | $14,295.00 | with a $1,995.00 discount |
>
> It was noted that several other airports were contacted and QT was recommended. Whereas, Fuel Master was not recommended and they never responded to the request for a quote. It was also noted this is CARES fund grant eligible. After a short discussion,
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> > Motion was made by Thompson to approve the quote from QT Petroleum in the amount of $14,295.00 with the $1,995.00 discount and recommend such to the City Council. Seconded by Bailey and unanimously carried.
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> **Motion was made by LaBeau to approve the Tee Hangar Leases between the City of Paynesville and Alan Johnson and the City of Paynesville and Jeff Kraemer. Seconded by Herzberg and unanimously carried.**
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> **Motion was made by Herzberg to approve the quote from QT Petroleum in the amount of $14,295.00 with the $1,995.00 discount. Seconded by LaBeau and unanimously carried.**

ORDINANCE NO. 14, 3RD SERIES – TOBACCO CHAPTER 10

Ordinance No. 14, 3rd Series and summary for such regarding tobacco business regulations were presented. This is a part of the City's business regulation, which was inadvertently omitted from the codification of the City Code. It was intended that this would be part of the City Code, but it was left out accidentally by the codifiers. This ordinance needs to be amended due to, effective August 1st the Legislature has changed some provisions of the statute on tobacco, primarily changing the age from 18 to 21, along with a few other minor things.

Regarding the administrative penalty provision, Bill Spooner has used the dollar figures that were in the old ordinance. That is an ordinance that was adopted in the 1990s and those fine amounts may be out of touch with current standards. The second half of that paragraph regarding the fine for underage sales is a new statutory provision that I have put in, and that may reflect more what other cities are doing on the other administrative fine provisions. Spooner thought that he would leave it to others to decide whether those fines should be increased similarly to the fines for underage sales. Discussion to be held on the fine amounts. This amendment has been posted for 10 days.

> **Motion was made by LaBeau to approve Ordinance No. 14, 3rd Series. Seconded by Gilmore and unanimously carried.**

Motion was made by LaBeau to approve the Official Summary of Ordinance No. 14, 3rd Series, An Ordinance Regulating Tobacco Sales Within The City of Paynesville, MN. Seconded by Reinke and unanimously carried.

(Reinked attended in person at 6:10 p.m.)

ORDINANCE NO. 16, 3RD SERIES – TOBACCO CHAPTER 20

Ordinance No. 16, 3rd Series regarding offenses, minors, and tobacco and tobacco related products was presented. This amendment is being competed to comply with the Legislature changes effective August 1st. This amendment has been posted for 10 days.

Motion was made by Herzberg to approve Ordinance No. 16, 3rd Series. Seconded by LaBeau and unanimously carried.

2019 STREET IMPROVEMENT PROJECT

DeWolf reported that seeding and weed control remains. Payment Estimate No. 11; payable to Voss Plumbing & Heating of Paynesville, Inc. in the amount of $9,430.17 for work completed through July 31, 2020 was presented.

Motion was made by Gilmore to approve Payment Estimate No. 11; payable to Voss Plumbing & Heating of Paynesville, Inc. in the amount of $9,430.17. Seconded by Reinke and unanimously carried.

AIRPORT T-HANGAR PROJECT

DeWolf reported that some punch list items remain to be completed on the project. DeWolf presented Payment Estimate No. 6; payable to Voss Plumbing & Heating of Paynesville in the amount of $5,333.30 for work completed through July 31, 2020.

Motion was made by Herzberg to approve Payment Estimate No. 6; payable to Voss Plumbing & Heating of Paynesville in the amount of $5,333.30. Seconded by LaBeau and unanimously carried.

2020 SEALCOAT PROJECT

DeWolf reported that the project it complete and presented Payment Estimate No. 1; payable to ASTECH Corp. in the amount of $80,455.01 for work completed through July 31, 2020.

Motion was made by to Gilmore approve Payment Estimate No. 1; payable to ASTECH Corp. in the amount of $80,455.01. Seconded by Reinke and unanimously carried.

COVID-19

Ludwig has received a number of emails regarding a County COVID-19 Small Business Relief Program:

- Could be managed by the City or County
- County would like the City to contribute funds to the program
- The County will give $25% of their funds to Paynesville; only after the City's funds are used first

- Applications are due September 18, 2020
- Eligible amounts are from $500.00 - $7,500.00
- City can also do their own program
- Staff time was discussed
- It was suggested to stay away from giving money to residents
- Can't be used for lost revenue

Thompson recessed the Regular City Council meeting at 6:30 p.m. and opened the Body-Worn Cameras public hearing.

BODY-WORN CAMERAS PUBLIC HEARING

Wegner received one email and 37 Facebook comments. Most comments supported the body cameras. Thompson read one email aloud. There was some discussion on funding for the cameras and the software needed. A policy for body-worn cameras would be the next step. Wegner's hope is to have this completed by the end of year.

There being no further comments or questions, Thompson closed the public hearing at 6:38 p.m. and re-opened the Regular City Council meeting.

COVID-19 CONTINUED

The City's CARES money totals $189,330.00. The Council further discussed the County's program versus doing its own program.

Thompson recessed the regular City Council meeting at 6:49 p.m. Thompson opened the Closed Meeting at 6:50 p.m. to discuss an offer on real property located at 420 Kira Lane, Lot 5, Block 1, Heatherwood Plat Three, Parcel No. 70.39118.0513.

Thompson closed the Closed Session and re-opened the Regular City Council meeting at 6:55 p.m. Thompson stated that the City received an offer of $22,000.00 and it was countered with $22,500.00 and accepted by Donavan and Nan Mayer.

Motion was made by LaBeau to sell 420 Kira Lane and accept the offer of $22,500.00 from Donavan & Nan Mayer. Seconded by Herzberg and unanimously carried.

COVID-19 CONTINUED

The Council continued their discussions on the relief program; including staff time, businesses not being able to double dip for the funds, and the City will have some expenses that the CARES funding can be used to get reimbursed. Gilmore suggested giving more money to Paynesville businesses.

Motion was made by Reinke to authorize Stearns County to administer the program and direct $30,000.00 of the City's CARES funds to the program. Seconded by Herzberg and passed 4:1 (Thompson, yes; LaBeau, yes; Reinke, yes; Herzberg, yes; Gilmore, no).

Motion was made by Reinke to have staff develop an economic COVID-19 Relief Program of our own. Seconded by Gilmore and unanimously carried.

Motion was made by LaBeau to authorize the Acting City Administrator and/or Mayor to sign the necessary documents with Stearns County. Seconded by Reinke and unanimously carried.

POLICE DEPARTMENT – BODY WORN CAMERAS

There was nothing further to report on this at this time.

POLICE DEPARTMENT – SURPLUS PROPERTY 2011 & 2009 CROWN VICTORIA VEHICLES

Wegner reported that the City received and opened one bid on August 7, 2020 for the 2011 Ford Crown Victoria and no bids were received on the 2009 Ford Crown Victoria. Bids were as follows:

1. 2011 Ford Crown Victoria Interceptor- (Old Squad Car)
    a. Lee Schleper- $586.00
2. 2009 Ford Crown Victoria Interceptor- (Old K9 Squad)
    a. No Bids

The department advertised the vehicles on social media, the local paper and the City's webpage. The City's squad installer has expressed interest in the 2009 Ford Crown Victoria for a derby car and would be willing to exchange some services for the vehicle.

Motion was made by Reinke to approve the bid from Lee Schleper for the 2011 Ford Crown Victoria in the amount of $586.00. Seconded by LaBeau and unanimously carried.

Motion was made by Reinke to make a deal with the private party on the 2009 Ford Crown Victoria. Seconded by LaBeau and unanimously carried.

INFORMATIONAL

Thompson reviewed the following: Mediacom – NFL Channels, Library Contact Information, and Stearns Co. Environmental Services – Public Hearing Notices.

There being no further business, Thompson adjourned the meeting at 7:36 p.m.

Ron Mergen, Acting City Administrator