

## **MINUTES SPECIAL CITY COUNCIL MEETING- GOALS & OBJECTIVES**

**FEBRUARY 1, 2012**

Mayor Jeff Thompson called the meeting at 6:00 p.m. Members present were Jeff Bertram, Gene Beavers, Jean Soine, and Dennis Zimmerman. Also present were Renee Eckerly, City Administrator; Kent Kortlever, Police Chief; Ron Mergen, Public Works Director; Bill Ludwig, Liquor Store Manager; and Stephanie Hormann, Cable Coordinator.

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

### **AIRPORT LAYOUT**

Mergen reviewed the layout on the west side of the map and the land the Airport is interested in purchasing for future hangars. This land is on the Capital Improvement Plan and Pat Meagher owns it; which is 3 acres to the west of the fuel tank. Mergen felt it will be a number of years before the land is needed. There are no Federal grants available for this land, but there is a 70:30 State grant with the State paying 70% and the City paying the remaining 30%. The Council discussed having Mergen contact Meagher to find out if the land is for sale and how much he would want for it. They also discussed contacting MnDOT to use the \$52,000.00 from the money the State says the City owes them to purchase the land.

Runways were also discussed. The cross wind runway is not on the CIP, but the parallel runway is. The 2012 Fly-In was also discussed and Mergen reported some ideas and asked for any other suggestions.

### **UPDATED GOALS & OBJECTIVES LIST**

Items discussed were:

- #36 - Wastewater Expansion and Main Lift Station: Mergen reported that he and Bolton & Menk are trying to get a 50:50 grant from the MPCA to improve the old equipment at the Lift Station.
- #7 - Old Airport Property Land Use Plan: Eckerly reported that she and Chuck DeWolf had talked to the Paynesville Area Center and they approved putting in the storm water retention pond on the land they are leasing from the City. The Center would like native grasses in the pond and trees in front of the pond. Public Works would take care of the annual maintenance for the pond. Eckerly also stated that Land & Lease and the Credit Union are interested in buying into the pond pending the price.
- #33 - Visiting Businesses: Eckerly met with Bob & Kay McDaniel from Blessing Well Gallery, Doris Wendlandt from Queen Bee's, and the Paynesville Hospital. She is working with Wendlandt and McDaniel to set up a community meeting to get ideas on how to stimulate the downtown area once the Highway 23 bypass is complete.

- #22 - Update Flood Plan Maps with Stearns County: Eckerly reported that the DNR has approved them and forwarded the flood plain documents to the Federal Government.
- #35 - MPCA Cleanup of Old Gas Station: Mergen reported that the City has received a letter from the Department of Health and a meeting is scheduled for March 19, 2012.
- #41- Water Loss: Mergen reported that this project is completed and that the sump pump inspections and dry weather helped greatly with this and the loss was at 13% in the 4<sup>th</sup> quarter. While doing the inspections, they did find some residential sump pumps.
- #37 - Water Plant Rehab: Mergen asked that this item be changed to a high priority, as the PFA needs their letter in April or May. The equipment is showing its age and needs to be updated as they have budgeted for this.
- #52 - 2014 Street Project - Downtown Overlay: Mergen reported that this is being reviewed.
- Lake Ave & Minnie Street: Mergen added this item. The Council decided to make it a medium priority and wait until the Hwy. 23 Bypass is open to see the traffic flow. The turn will need to be widened and land from the old Credit Union may be needed to be purchased.
- County Road 181 & Highway 55 Intersection: Mergen added this item; Council decided to make it a medium priority. Preliminary drafts were seen in Public Works to change the intersection and it was suggested to put this with the 2014 Street Project. Mergen will get the plans finalized and bring them forward when they're ready.
- Paynesville Liquor Signage: Ludwig has received comments on how hard it is to get to the Liquor Store and suggested putting a sign on the City owned land between Alco and Teal's Market.
- 2013 Budget: Add this item to the list under high priority as the preliminary numbers for LGA are out.
- Downtown Streetscape: Soine stated that she would like this item added at a medium priority. The Council discussed utilizing the Ad Hoc Enhancement Committee to work on this and Eckerly stated that the next available funding for this would be 2017, but the City would like to get it done in 2014.
- Police Chief Resignation: Bertram asked that this be added to the list so the Council can react to it if needed.
- City Administrator Reports: Bertram would like this item added as a high priority; the Council discussed giving Eckerly specific goals and objectives and discussing them with her; similar to the Department Heads. They would like to provide more communication and feedback for Eckerly as to how things in the City are going as a group instead of individually and to do this more than just once a year at her review.
- Opportunity Park Drive: Beavers would like this added to the list to designate what to do with any money the City would get from selling this land.
- Aesthetics of Community: Thompson would like this added to the list as a medium priority so the City can look at a way to deal with any eye sores in town.
- Evaluation Form and Process for City Administrator: The Council discussed the need for an improved form and better way to do the City Administrator's annual evaluation. They would also like the opportunity to set goals and objectives with

the Administrator and to discuss them with her in a timely manner as a group. They suggested having the Department Heads look at the form and give their input and ideas.

- FCC Sirens: This was added as a high priority to the list because the FCC is changing the frequency of their sirens and these need to be replaced by January 1, 2013. The Public Safety Committee is working on this.
- Review City Services and Committees: This was added as a high priority to the list so all City services, job tasks, and committees can be reviewed and ways to streamline these tasks to be more efficient. Some ideas discussed included privatizing the Motor Vehicle Department, combining or having fewer meetings, purchasing new software for typing minutes, putting more items under the consent agenda, and having volunteers or interns help with the office or police secretary work. Bertram also suggested having each Council member pick 5 committees that can be combined and discussing them at a later meeting.

There being no further business the meeting was adjourned at 7:55 p.m.