

**MINUTES
REGULAR CITY COUNCIL MEETING**

JUNE 27, 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; Gerry Mehr, Fire Department; Ed Tschida, Advanced Resources; and Neil Herzberg.

The Pledge of Allegiance was recited.

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

CONSENT AGENDA

Motion to approve the minutes from the following meetings: April 23, 2012 Planning Commission, May 1, 2012 Liquor Board, March 29, 2012 Policies & Procedures Committee, May 9, 2012 Public Works Committee, June 4, 2012 Planning Commission, and April 30, 2012 Polices & Procedures Committee.

Motion to approve the following vouchers:

6/14/12	#84343-84344	\$ 2,565.92
	#84345-94351	\$ 3,907.51
	#84352	\$ 1,592.16
	#84353-84357	\$ 1,253.03
	+ACH	\$ 6,522.59
6/20/12	#84358	\$ 20,051.96
6/21/12	#84359-84406	\$162,640.34
Total		\$ 198,533.51
	Void # 84324	
Payroll:	6/14/12 #84338-84342	\$ 3,448.54
	Direct Deposit	\$ 10,086.99
	Direct Deposit	\$ 4,496.24
ACH:	5/12 Liquor Sales Tax	\$ 9,447.00

Motion to approve the invoice in the amount of \$2,678.54; payable to Torborg Equipment for street sweeper repairs.

Motion to approve the Tee Hangar Lease Agreement between the City of Paynesville and Greg Timm for hangar number 9.

Motion to approve step increase for Brad Mehlhop from Grade 5, Step 3 (\$14.17) to Grade 5, Step 4 (\$15.13) retroactive to 5/29/12.

Motion to approve step increase for James Gulbranson from Police Department Wage Scale Step 3 (\$17.75) to Police Department Wage Scale Step 4 (\$18.95) retroactive to 6/3/12.

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

2011 FIRE DEPARTMENT RELIEF ASSOCIATION AUDIT

Gerry Mehr presented the 2011 Fire Department Relief Association Audit including:

- The ups and downs in investments
- 26 active firefighters
- 4 deferred members
- municipal contribution
- suggested splitting the additional contribution (\$3,372.00) in half as done in the past

Thompson questioned projected retirements. Mehr stated that there could be a couple. There was some discussion on long-term investments and CD's. Mehr stated that they follow their investment policy. It was further suggested to contribute \$1,671.00 plus the \$5,000.00.

Motion was made by Bertram to contribute \$6,671.00 to the Fire Department Relief Association. Seconded By Zimmerman and unanimously carried.

Motion was made by Beavers to approve the 2011 Fire Department Relief Association Audit. Seconded by Soine and unanimously carried.

IRRIGATION PUMP STATION

The quotes to replace the Variable Frequency Drive (VFD) were presented:

Schwab Vollhaber Lubratt Service Corp (SLV)	\$6,198.75
Connelly Industrial Electronics, Inc. (CIE)	\$8,983.65

The cost to repair the station would be \$4,500.00, but the contractor is not confident it will work. Xcel Energy will pay 60% up to \$6,000.00 for a replacement. Mergen explained that the current drives are 15 years old and can no longer be fixed. The Mayor had already pre-approved the purchase. It was noted that the installation will be done by an electrician and is estimated at \$500.00.

Motion was made by Zimmerman to approve the quote from Schwab Vollhaber Lubratt Service Corp (SLV) in the amount of \$6,198.75 plus installation to replace the Variable Frequency Drive (VFD). Seconded by Beavers and unanimously carried.

RANCH VIEW PLAT – CONCEPT PLAN

The Concept Plan for Ranch View submitted by Stang Holdings, LLC, Bruce and Bernie Stang was presented. They wish to plat this recently annexed property located off of Minnie St. into three lots. The far north lot will remain zoned Ag and the two other to be re-zoned Industrial. The middle lot will be joined to his existing lot directly to the east so that they can expand their current facility. The Planning Commission has reviewed this and recommends approval.

Motion was made by Soine to approve the Ranch View Concept Plan. Seconded by Zimmerman and unanimously carried.

POLICE CHIEF POSITION

Eckerly reported that the Interview Committee interviewed 5 candidates. Beavers reported that the Committee recommends that three finalists be interviewed by the Council on July 11, 2012. The finalists are Edward Mirenda, Charles Buggs, and Stanley Ross.

EMERGENCY MANAGEMENT DIRECTOR

Eckerly reported the following:

- No applications have been received
- Feedback that has been given is the time commitment for the summer months is extensive
- There is interest, but no one wants to give up their summer
- Previously talked about a team – 2 person position with rotation
- She will re-present this at the next Policies & Procedures Committee meeting

It was stated that a number of cities use the Police Chief or a Fire Department member. Eckerly reported that Alice McColley did a great job when she was out on medical leave.

Who dispatches the watchers and the procedure of such was questioned. Eckerly explained the process. It was asked if the only place to activate the sirens was here. Eckerly said yes, one is done by a hand held radio and one is a flip of a switch. Spooner asked if the Township has sirens. Eckerly said no. It was asked how we communicate with the neighboring cities. Eckerly stated on the 800 mghz radios. It was asked if a spotter is called do they have to go out. Eckerly said yes, if they are available.

HWY. 23

DeWolf reported the following:

- Work has slowed
- Waiting for sign posts
- Tomorrow is the final meeting with layout of signs.

Eckerly stated that a road tour will be given on July 5 or July 6, 2012.

Thompson recessed the Regular Council meeting at 6:30 p.m. for the TIF District No. 1-12 Stang Precision Public Hearing.

Thompson reopened the Regular Council meeting at 6:39 p.m.

TIF DISTRICT NO. 1-12 – STANG PRECISION

Motion was made by Bertram to approve Resolution 2012-21 Of The City Council Of The City Of Paynesville Approving Tax Increment Financing District No. 1-12 And The Use Of Tax Increment Financing. Seconded by Beavers and unanimously carried.

OPPORTUNITY PARK

DeWolf reported the following:

- The contractor will start in next couple weeks
- A preconstruction meeting will be held in the next week or so

It was asked if there has been any further interest in the land. Eckerly stated that she has been in contact with interested parties. KC Companies is also interested in the land near the ambulance garage again.

WASTEWATER RE-SCOPING PROJECT

The Significant Industrial User Agreements between Master Mark Plastics and the City of Paynesville and AMPI and the City of Paynesville were presented. These have been reviewed by the companies and they have agreed to them. This is a requirement by MCPA. Mergen noted that the surcharges have doubled to keep the companies in check with their loadings. The Public Works Committee has reviewed this and recommends approval.

Motion was made by Bertram to approve the Significant Industrial User Agreements (SIU) between Master Mark Plastics and the City of Paynesville and AMPI and the City of Paynesville. Seconded by Zimmerman and unanimously carried.

The MPCA has reviewed the plans and the bid opening has been set for July 26, 2012.

Motion was made by Zimmerman to set the bid opening for July 26, 2012 at 11:00 a.m. Seconded by Bertram and unanimously carried.

AIRPORT – SLURRY SEAL PROJECT

Payment Estimate No. 2 in the amount of \$89,714.68; payable to Struck & Irwin Paving, Inc. for work completed through June 1, 2012 was presented. DeWolf noted that the project is substantially complete.

Motion was made by Zimmerman to approve Payment Estimate No. 2 in the amount of \$89,714.68; payable to Struck & Irwin Paving, Inc. Seconded by Soine and unanimously carried.

TRAIL

The Agreement between the DNR and the City of Paynesville for Lake Koronis Recreational Trail Phase 7 was presented. DeWolf noted one correction to page 2 under matching funds should be 75%, not 25%.

Motion was made by Zimmerman to approve Agreement between the DNR and the City of Paynesville for Lake Koronis Recreational Trail Phase 7. Seconded by Beavers and unanimously carried.

DeWolf reviewed Phase 7 costs:

Total Estimated Cost:	\$645,000.00
Federal Enhancement Funds:	\$284,240.00
DNR Grant:	\$250,000.00
City & Township:	\$110,760.00 (approximately \$43,700.00 of the \$110,760.00 has been paid to date for the design and plan preparation)

DeWolf further noted that the bids would be opened on July 19, 2012.

INFORMATIONAL

Thompson reviewed the following informational items: July & August Meeting Schedules, Liquor Store Reports, City of Sartell – Thank you, and May Liquor Revenue & Expenses, Incode Financial Reports, City Attorney Report, Liquor Revenue & Expenses, Capital Improvement Breakdown Report (emailed to Council) a copy can also be obtained from the accounting department at City Hall, and MPCA letter. It was suggested to send thank you letters to other fire departments who helped with the Feed Co. fire. The AMPI landscaping project was also mentioned.

There being no further business, the meeting was adjourned at 6:51 p.m.

Renee Eckerly, City Administrator