

**MINUTES
REGULAR CITY COUNCIL MEETING**

SEPTEMBER 26, 2012

Mayor Pro tem Jean Soine called the meeting to order at 6:00 p.m. Council members present were Jeff Bertram, Dennis Zimmerman, and Gene Beavers. Jeff Thompson was absent. Others present were Renee Eckerly, City Administrator; Ron Mergen, Public Works Director; Jennifer Welling, Administrative Assistant; Chuck DeWolf, Bolton & Menk, Inc.; Bill Spooner, City Attorney (6:10 p.m.); Ellarry Prentice, Press; Don Mayer, Mark Eckerly, Neil Herzberg, Len Gilmore, Darlene Loven, Kay McDaniel, Randy Christman, and Ryan Christman.

The Pledge of Allegiance was recited.

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

Eckerly mentioned the Stearns County Municipal League Meeting that she was notified of to be hosted by Paynesville on October 16, 2012. Chili will be served from Paul Soine.

Bill Ludwig reported on the following:

- Had a fantastic summer
- Summer sales up 6.2%
- Profit up 5%
- Summer events
- Wine club
- Coming up:
 - Signage with Teals
 - October audits
 - Holiday buys
 - Regional MMBA meeting

Bertram commended Ludwig and his staff on the \$61,000.00 increase in sales from last year and being open to new ideas.

CONSENT AGENDA

Motion to approve the minutes from the following meetings: April 30, 2012 Joint Planning Board, August 6, 2012 Planning Commission, August 8, 2012 Public Works Commission, August 6, 2012 EDAP Board, July 25, 2012 City Council, and August 22, 2012 City Council.

Motion to approve the following vouchers:

9/20/12	#84884-84885	\$ 4,428.40
	#84886-84892	\$ 4,625.81
	#84893	\$ 78.22
	+ACH	\$ 9,893.04
9/18/12	#84894-84947	\$ 92,371.79
Total		\$111,397.26
Payroll:		
9/20/12	#84854-84883	\$ 13,218.30

	Direct Deposit	\$ 21,606.85
ACH:	8/12 Liquor Sales Tax	\$ 10,694.00

Motion to approve the attendance of Alice McColley to attend the MN Driver's License Training on October 3, 2012 from 9:30 a.m. to 3:30 p.m. in Little Falls, MN.

Motion to approve the attendance of Brad Mehlhop to the MRWA Wastewater Specialist Class C & D Exam Refresher October 9-11, 2012 in St. Cloud, MN.

Motion to approve the attendance of Bill Ludwig to the Annual MMBA Regional Meeting on Thursday, October 4, 2012 from 9:30 a.m. to 2:30 p.m. in Marshall, MN.

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

TEMPORARY STREET CLOSING

The Temporary Street Closing Application submitted by the PEP Committee to close James St. from Washburne Ave. to Augusta Ave. on Saturday, September 29, 2012 from 5:00 p.m. to 10:00 p.m. The Police and Fire Departments have reviewed this and recommend approval with the understanding that they make arrangement with the Public Works Department for barricades and all barricades must be removed immediately following the event.

Motion was made by Bertram to approve the Temporary Street Closing Application submitted by the PEP Committee to close James St. from Washburne Ave. to Augusta Ave. on Saturday, September 29, 2012 from 5:00 p.m. to 10:00 p.m. Seconded by Beavers and unanimously carried.

STREET CIP

The Street CIP for years 2014 – 2024 was presented. Excerpt from the August 8, 2012 Public Works Committee meeting minutes:

It was reported that on CSAH 66 and on one block off Washburne Ave. the City still has the old water main in the ground, 1920 vintage. Members discussed the issue. The street still has 10 plus years of serviceable life in it and if the City overlays the street as planned the City would be adding an additional 10 years to the life of the road. It was suggested that the City only seal coat the streets at this time and put the downtown streets on the schedule for a 2024 rehab to replace the water mains. This should be done with a letter to the downtown property owners explaining the reasoning.

The Public Works Committee has reviewed this and recommends approval. Mergen noted the change with the downtown project and reviewed the entire CIP.

Motion was made by Zimmerman to approve Street CIP for years 2014 – 2024. Seconded by Beavers and unanimously carried.

LOCAL BOARD OF APPEAL TRAINING

It was asked if any Council member was interested in attending the Local Board of Appeal Training on Wednesday, November 14, 2012 at 6:30 p.m. (this is a City Council meeting night) in Waite Park, MN. The City is required to have at least one person trained to hold a Local Board of Appeal meeting. Currently Jeff Thompson and Dennis Zimmerman are both trained. Beavers volunteered to attend the training.

Motion was made by Bertram to approve the attendance of Gene Beavers to the Local Board of Appeal Training on Wednesday, November 14, 2012 at 6:30 p.m. in Waite Park, MN. Seconded by Zimmerman and unanimously carried.

SNOWPLOWING CONTRACT

The Snowplowing Contract between the City of Paynesville and D & D Snowplowing for the period of October 15, 2012 through October 14, 2013 was presented for the following amounts:

- a) For road grader time, \$100.00/hour
- b) For plow truck time, \$100.00/hour
- c) For 4 cu/yd Payloader time, \$100.00/hour

Starting on November 1, 2012, and on the first day of each month thereafter, through and including March 1, 2013, the City shall pay to the Contractor a retainer of \$1,000.00 a month. These are the same fees as last year. The Public Works Committee has reviewed this and recommends approval.

Motion was made by Bertram to approve the Snowplowing Contract between the City of Paynesville and D & D Snowplowing for the period of October 15, 2012 through October 14, 2013. Seconded by Beavers and unanimously carried.

RIP RAP FOR PONDS

Two quotes were presented for 1,500 tons of rip rap to be placed at the sewage ponds:

Voss Plumbing & Heating, Inc.	\$63,000.00
Monson Corporation	\$72,750.00

The Public Works Committee has reviewed this and recommends approval with funds to come from the Sewer Capital Improvement Fund (\$300,000.00). Mergen reported that this project has been ongoing for the last 5 years. The entire ponds will be done next year.

Motion was made by Zimmerman to approve the quote from Voss Plumbing & Heating, Inc. in the amount of \$63,000.00 for 1,500 tons of rip rap to be placed at the sewage ponds; including tax. Seconded by Beavers and unanimously carried.

PERSONNEL – CABLE ACCESS STATION SPECIALIST PART-TIME POSITION

The Policies & Procedures Committee interviewed one applicant on September 20, 2012 for the Cable Access Station Specialist Part-Time position as the City only received one application. The position is non-union and has a starting rate of pay of \$8.15 per hour.

Motion was made by Zimmerman to hire Ashley Alsum for the Cable Access Station Specialist position at the rate of \$8.15 per hour, effective September 27, 2012. Seconded by Beavers and unanimously carried.

POLICE DEPARTMENT

Eckerly reported that the Interview Committee interviewed 4 candidates as 2 had dropped out from the original 6 that were invited. The Committee recommends 2 candidates for a second interview to be held by Council on October 10, 2012. The applicants are Paul Wegner of Madelia, MN and David Schnettler from Pierre, SD. The status of the officer situation was asked. Eckerly stated that this will be on the October 10, 2012 City Council agenda.

OPPORTUNITY PARK

DeWolf reported that the road is paved and seeding and planting is complete. The project is complete for the year. Trees being planted at the Area Center was questioned. DeWolf stated that trees around the perimeter of the pond will be done, but it is not in the project.

Opportunity Park Plat is being paid for out of the EDAP fund 220. Chuck DeWolf has determined that total costs will be approximately \$430,000. At the May 23, 2012 Council meeting it was determined that the City would transfer the money to cover the Opportunity Park Plat expenses from the General Fund reserves as a loan that would be paid back at a 2% interest rate when the land sold. The Council transferred \$60,000 from General Fund reserves to EDAP on April 25, 2012 to avoid negative interest in EDAP and now are in need of transferring the rest of the funds from General Fund reserves to EDAP to cover the following current and projected costs.

Paid to date:

2011

Engineering	\$24,322.00
Legal	\$ 1,727.17
Prof Gen	\$ 150.00
Printing	\$ 123.56
Total 2011	\$26,322.73

2012

Engineering	\$ 48,369.50
Legal	\$ 1,146.60
Prof Gen	\$ 200.00
Printing	\$ 606.63
Contractual	\$204,903.74 (bid amount is \$337,472)
Total 2012	\$255,226.47
Grand Total	\$281,549.20

Motion was made by Bertram to transfer \$370,000 from the General Fund reserves 100 to EDAP 220 as a loan. Seconded by Zimmerman and unanimously carried.

WASTEWATER TREATMENT FACILITY RE-SCOPING PROJECT

DeWolf reported that the City is still waiting for the PFA documents. The project is moving forward and a preconstruction meeting will be held next week.

INFORMATIONAL

Soine reviewed the following informational items: August Police Report, MorganStanley SmithBarney – Investment Report, Rinke Noonan Legal Bills Report, Stearns County Sheriff's Department – Thank you, West Central Sanitation September Garbage Report, August Liquor Revenue & Expenses, Incode Financial Reports, City Attorney Report, and Capital Improvement Breakdown Report (emailed to Council) a copy can also be obtained from the accounting department at City Hall and Liquor Store Reports. Eckerly noted that Thompson is working on a thank you to the Stearns Co. Sherriff's Department.

There being no further business, the meeting was adjourned at 6:21 p.m.

Renee Eckerly, City Administrator