

**MINUTES
SPECIAL CITY COUNCIL MEETING**

APRIL 27, 2015

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

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

Ron Mergen, Public Works Director reported the following:

- There are two remaining rain barrels left for sale
- Spring Cleanup had 150 cars go through the Household Hazardous Waste Collection.
- Hwy. 23 meeting will be held on April 28, 2015 from 3-6 p.m. in Hawick

CONSENT AGENDA

Motion to approve the following meeting minutes: March 9, 2015 Public Works Committee and March 12, 2015 Park & Tree Board.

Motion to approve the following vouchers:

8/6/2015	Payroll	90901-90909	\$5,632.14
8/6/2015	Payroll Taxes	90910-90914	\$1,556.12
8/6/2015	Payroll Direct Deposit		\$17,809.39
8/6/2015	Payroll - Fed		\$6,362.80
8/6/2015	Payroll - State		\$1,120.02
8/6/2015	Payroll - Blue Cross		\$4,966.25
8/6/2015	Payroll - TASC		\$392.28
8/6/2015	Payroll - PERA		\$5,783.46
8/6/2015	Payroll - AFLAC		\$139.41
8/6/2015	Payroll - SELECT		\$207.70
8/6/2015	Vouchers	90915-90978	\$440,364.41
		TOTAL	\$484,333.98

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

POLICE DEPARTMENT - RECOGNITION

Business Owner, Jim Feneis and Cold Spring Police Chief, Chris Boucher were in attendance to address the City Council in reference to recent burglaries in the area and the efforts of the Paynesville Police Department in solving those crimes. Letters of recognition will be put in the

officer's personnel files and a plaque of appreciation was presented to the Paynesville Police Department.

AIRPORT – AGREEMENT FOR TRANSFER OF ENTITLEMENTS

DeWolf reviewed the Agreement For Transfer Of Entitlements and Federal Airport Funding Repayment Agreement Between the City of Faribault and the City of Paynesville.

Motion was made by Soine to approve the Agreement For Transfer Of Entitlements and Federal Airport Funding Repayment Agreement Between the City of Faribault and the City of Paynesville and authorize the City Administrator and City Attorney to sign the documents. Seconded by McDaniel and unanimously carried.

STREET PATCHING

Mergen reviewed the following quotes for street patching:

Pavement Resources	\$3,250.00	10 hours	8 ton
Glieden Enterprises, LLC	\$3,094.00	8 hours	6 ton

The Public Works Committee has reviewed this and recommends the quote from Pavement Resources.

Motion was made by Soine to approve the quote from Pavement Resources in the amount of \$3,250.00 for street patching. Seconded by Herzberg and unanimously carried.

PIVOT 20 SPRINKLER

Mergen reported that the pivot was installed in 1995 and the system is now 20 years old. Structurally the system is in very good condition; however, the nozzles are worn out and in need of an upgrade. The current nozzles are on the top of the unit and to clean those staff need a ladder or lift truck in order to access them. The new ones are the drop or gooseneck style and can be reached from the ground.

Irrigation Pivot 20 Sprinkling quotes are:

Hydro Engineering	\$6,925.00
DLC Irrigation	\$8,563.65

Motion was made by Mayer to approve the quote from Hydro Engineering for the sprinkler package in the amount of \$6,952.00. Seconded by McDaniel and unanimously carried.

SMALL CITY TRANSPORTATION RESOLUTION

Thompson reviewed Resolution 2015-04 Supporting State Funding For Small City Transportation.

Motion was made by Herzberg to approve Resolution 2015-04 Supporting State Funding For Small City Transportation. Seconded by Soine and unanimously carried.

COUNCIL CHAMBERS OPEN HOUSE

It has been suggested to possibly host a Council Chambers Open House for the public to see the newly remodeled chambers. The Council discussed the suggestion, possible date, time and serving of refreshments (cookies & coffee). It was consented to host an Open House.

CHECK ACCEPTANCE POLICY

Eckerly explained the Policy and would like to post it in the lobby. The Policy allows the City to be able to refuse checks.

Motion was made by Mayer to approve the Check Acceptance Policy. Seconded by Soine and unanimously carried.

CITY OF PAYNESVILLE VS. RUTWALD PROPERTIES

Spooner reviewed the Court's Order which rules in favor of Mr. Rutten and Rodenwald, and against the City of Paynesville on the interest accrued on these assessments.

HWY. 23 BYPASS- COOP CONSTRUCTION AGREEMENT

Eckerly reviewed the letter from MnDOT outlining the final cost schedule. The City is to be refunded \$77,270.82 with the closure of the project in the future. DeWolf has verified the numbers and they are correct.

MPCA – FORMER MID-TOWN SERVICE STATION

Mergen reported on the legislative hearing that was held on April 14, 2015.

2015 STREET CIP

Mergen reviewed the 2015 Street CIP that outlines the projects 2016 – 2024. The Public Works Committee has reviewed this and recommends approval.

Motion was made by Soine to approve the 2015 Street CIP. Seconded by McDaniel and unanimously carried.

2016 STREET IMPROVEMENT PROJECT

DeWolf reviewed the letter from Bolton & Menk, Inc. regarding the 2016 Street Project (added the overlays to the project). The Public Works Committee has reviewed this and recommends approval.

Motion was made by Herzberg to authorize Bolton & Menk, Inc., to update the Preliminary Engineering Report for the 2016 Street Improvement Project. Seconded by Soine and unanimously carried.

2014 LOCAL ROAD IMPROVEMENT PROGRAM (LRIP)

DeWolf reviewed the letter from MnDOT notifying the City that the Lake Ave. & Washburne Ave. project was not selected for funding. Staff will be meeting with MnDOT to see why it was not selected.

TAX ABATEMENT

Eckerly presented the proposed Tax Abatement Policy and Application. The changes that were suggested to the Policy at the 4-15-15 Special City Council Meeting have been made. There have been no changes to the application. Tammy Omdal, Northland Securities has reviewed these documents at the 4-15-15 Special City Council Meeting. The Council suggested a few changes to the document.

Also for consideration is a Financial Planning Agreement Between the City of Paynesville and Northland Securities, Inc. for financial planning services in the amount not to exceed \$3,500.00. Northland Securities, Inc. will bill at an hourly rate of \$185.00 per hour.

The EDAP Board has reviewed this and recommends approval.

Motion was made by Soine to approve the Tax Abatement Policy and Application. Seconded by Herzberg and unanimously carried.

Motion was made by Herzberg to approve the Financial Planning Agreement Between the City of Paynesville and Northland Securities, Inc. for financial planning services in the amount not to exceed \$3,500.00. Seconded by Mayer and unanimously carried.

STRATEGIC PLANNING RETREAT – DRAFT EXECUTIVE SUMMARY

Eckerly reviewed the draft Executive Summary from the Strategic Planning Retreat. Any changes/additions/corrections were to be given to Eckerly.

INFORMATIONAL

Thompson reviewed the following informational items: May & June Meeting Schedules, Mediacom Notification Of Equal Employment Opportunity/Affirmative Action Obligation, West Central Sanitation April Garbage Rates, February Investments, Liquor Revenue & Expenses, Incode Financial Reports, City Attorney Report, and Capital Improvement Breakdown Reports – all reports can be found on the City's website.

Thompson recessed the Regular City Council meeting at 7:00 to open a Closed Session regarding an offer on real property located at Lot 7, Block 2, Project 55 1st Addition; Parcel No. 70.39244.0060.

Thompson closed the Closed Session and re-opened the Regular City Council meeting at 7:22 p.m. The Council directed the Land Negotiations Team to work with the City Attorney and City Engineer on a Business Subsidy and water usage model.

There being no further business, the meeting was adjourned at 7:24 p.m.

Renee Eckerly, City Administrator