

**MINUTES  
CITY COUNCIL MEETING**

**SEPTEMBER 8, 2014**

Mayor Jeff Thompson called the meeting to order at 6:00 p.m. Council members present were Kay McDaniel, Donavan Mayer, Jean Soine, and Gene Beavers (6:02 p.m.). Others present were Renee Eckerly, City Administrator; Ron Mergen, Public Works Director; Jennifer Welling, Administrative Assistant/Zoning Specialist; Bill Spooner, City Attorney; Ellarry Prentice, Press; Chuck DeWolf, Bolton & Menk, Inc.; Bill Ludwig, Liquor Store Manager; Bill Fuchs, Neil Herzberg, Reed Ringstad, and Dave Currens.

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

Bill Ludwig, Liquor Store Manager reported the following:

- Year to date sales are up \$54,000.00 or 6.7% and profit is up \$2,000.00 or 6.8% over 2013 numbers
- Summer sales up \$6,300.00
- July sales were sluggish
- Currently cleaning the store and doing some catch up work
- September 21<sup>st</sup> is liquor training for all staff
- Later this month the floors will be waxed
- September 25<sup>th</sup> is Wine Club
- Attending MMBA meetings

**CONSENT AGENDA**

Motion to approve the minutes from the following meeting: April 1, 2014 Liquor Board, May 7, 2014 Liquor Board, May 8, 2014 Special Joint Liquor Board and Budget & Finance Committee, July 23, 2014 Special Liquor Board, and August 19, 2014 Special Liquor Board.

Motion to approve the following vouchers:

08/21/2014	Payroll	88873-88882	\$5,637.38
08/21/2014	Payroll Direct Deposit		\$17,817.25
08/21/2014	Payroll Taxes	88950-88955	\$6,711.95
08/21/2014	Payroll - Fed		\$6,260.70
08/21/2014	Payroll - State		\$1,105.31
08/21/2014	Payroll - PERA		\$5,464.73
08/21/2014	Payroll - ING		\$275.00
08/21/2014	Payroll - TASC		\$451.37
08/21/2014	Payroll - AFLAC		\$139.41
08/21/2014	Select - Health Saving Acct		\$553.85
09/04/2014	Payroll Checks	88956-88959	\$3,737.30
09/04/2014	Payroll Taxes	88960-88964	\$6,483.17
08/21/2014	Payroll - Fed		\$6,157.94
08/21/2014	Payroll - State		\$1,175.87
08/21/2014	Payroll - PERA		\$6,021.84

08/21/2014	Payroll - ING		\$275.00
08/21/2014	Payroll - TASC		\$451.37
08/21/2014	Payroll - AFLAC		\$139.41
08/21/2014	Select - Health Saving Acct		\$553.85
09/04/2014	Vouchers	88965-89031	\$163,671.14
		TOTAL	\$233,083.84

Motion to approve the attendance of Ron Mergen and Lee Schleper to the Central MWOA Section Meeting on Tuesday, September 9, 2014 in Sauk Centre, MN.

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

**PUBLIC HEARING TO CERTIFY PAST-DUE GARBAGE, WATER & SEWER, SNOW REMOVAL, & MOWING BILLS**

The City’s contract with West Central Sanitation specifies that the City will certify past-due bills to the County to be collected with the following year’s property taxes. The State law also allows us to place past-due water and sewer, mowing, and snow removal bills on the tax rolls.

**Motion was made by Soine to set a Public Hearing for 6:30 p.m. on Monday, October 27, 2014, for the purpose of certifying past-due garbage, water and sewer, snow removal, and mowing bills to the County. Seconded by Beavers and unanimously carried.**

**TEMPORARY STREET CLOSING APPLICATION – MOONLIGHT MADNESS**

The City has received a Temporary Street Closing Application from the PEP Committee for Moonlight Madness to be held on Saturday, September 27, 2014 from 4-9 p.m. to close James St. from Augusta Ave. to Washburne Ave. The Chief of Police and Fire Chief have reviewed the application and recommend approval with the understanding that the Committee needs to work with the Public Works Committee for barricades and signage.

**Motion was made by Beavers to approve the Temporary Street Closing Application from the PEP Committee for Moonlight Madness to be held on Saturday, September 27, 2014. Seconded by Mayer and unanimously carried.**

**TRUTH IN TAXATION PUBLIC HEARING**

It has been suggested to set the Truth In Taxation Public Hearing for Monday, December 8, 2014 at 6:30 p.m. during the regular scheduled City Council meeting. If the levy is not adopted on December 8, 2014 the Council will have to hold a special meeting the week of December 15, 2014 to do so. The Council is also no longer required to publish a public hearing notice.

**Motion was made by Soine to set the Truth In Taxation Public Hearing for Monday, December 8, 2014 at 6:30 p.m. Seconded by McDaniel and unanimously carried.**

## **2014 STREET IMPROVEMENT PROJECT**

DeWolf reported the following:

- Minnesota Street is complete for the year
- Hwy. 55 and under the river is to be completed by the end of the month
- County project – wear course has been laid, except on phase 2
- The project is being delayed by the weather and concrete crew

Contract Partial Payment No. 3 in the amount of \$35,481.15; payable to Stearns County Highway for work completed through August 21, 2014 and Payment Estimate No. 4 in the amount of \$19,211.85; payable to Kuechle Underground, Inc. for work completed through August 26, 2014 were presented.

**Motion was made by Mayer to approve Contract Partial Payment No. 3 in the amount of \$275,486.58; payable to Stearns County Highway. Seconded by Beavers and unanimously carried.**

**Motion was made by Beavers to approve Payment Estimate No. 4 in the amount of \$19,211.85; payable to Kuechle Underground, Inc. Seconded by Soine and unanimously carried.**

## **WASTEWATER TREATMENT RE-SCOPE PROJECT**

DeWolf reported on the Open House that was held on September 6, 2014.

A Special City Council meeting will be held on October 13, 2014 at 4:30 p.m. for the Council to tour the Wastewater Treatment Facility.

## **WATER TREATMENT PLANT EXPANSION PROJECT**

DeWolf reported that the clear well is being tested and if it passes, the filter work will start.

Payment Estimate No. 8 in the amount of \$253,565.81; payable to Magney Construction, Inc. for work completed through August 31, 2014 was presented.

**Motion was made by Soine to approve Payment Estimate No. 8 in the amount of \$253,565.81; payable to Magney Construction, Inc. Seconded by McDaniel and unanimously carried.**

## **2015 PRELIMINARY PROPERTY TAX LEVY AND BUDGET**

The preliminary 2015 budget was presented. The City will certify to the County at 8%, but the actual budget is at 1.5%. In accordance with Minn. Stat. § 275.065, cities must adopt their proposed budget and certify their proposed levy to the county auditor by September 30<sup>th</sup>. Resolution 2014-26 Adopting Proposed 2015 Tax Levy Collectible in 2015 was presented for consideration.

**Motion was made by Soine to set the 2015 Preliminary Property Tax Levy at:**  
**Current Real & Personal Property                      \$611,262.00**

<b>Market Value Credit</b>		<b>.00</b>
<b>Mobile Home Homestead Credit</b>	<b>\$</b>	<b><u>.00</u></b>
<b>Total Preliminary Property Tax levy</b>		<b>\$611,262.00</b>

and certify such to the Stearns County Auditor. Seconded by Beavers and unanimously carried.

**Motion was made by Beavers to set the 2015 Preliminary General Fund Budget at \$1,970,751.00. Seconded by Mayer and unanimously carried.**

**Motion Beavers to approve Resolution 2014-26 Adopting Proposed 2015 Tax Levy Collectible in 2015. Seconded by Soine and unanimously carried.**

### **LIQUOR STORE PROPOSAL**

Eckerly reported that last week measurements were taken and a cost estimate is being calculated to remodel the former Credit Union building. The City received an email from Derichs and the City cost has increased \$67,000.00 due to building in the winter and having to heat the ground. Eckerly met with Ludwig to review the numbers and discuss pros and cons. An alternate concept was presented with a monthly payment of \$1,740.00.

Ludwig stated that a number of persons have been in the store expressing their opinion on the store's location:

- 19 have said don't move to the former Credit Union Building
- 8 have said stay at the current location
- 6 have said move with Jack's
- This was a non-solicited survey and no one has said yes to the former Credit Union building

The Liquor Board has discussed this in length and recommends staying at the current location. The Board did not like the former Credit Union location due to safety, increased train speed and traffic, and location.

The Council consented to set a Special Joint City Council and Liquor Board meeting for Tuesday, September 16, 2014 from 6 – 7 p.m.

Spooner expressed some reservations on the agreement details he has been directed to draft in reference to not bidding out the construction of the building and referred to a case where a City had to pay damages.

Dave Currens representing Derichs Properties commented that the City has to decide what they want to do. Derichs has already spent a lot of money on this project.

### **417 MINNIE STREET – DEMOLITION BIDS**

Two bids were received and opened for the demolition and removal of property at 417 Minnie St.:

Paynesville Excavating, Inc.	Paynesville, MN	\$14,500.00
Chuck Schmitz Excavating, Inc.	Richmond, MN	\$7,950.00

**Motion was made by Mayer to approve the bid from Chuck Schmitz Excavating, Inc. in the amount of \$7,950.00 for the demolition and removal of property at 417 Minnie St. Seconded by Beavers and unanimously carried.**

**INFORMATIONAL**

Thompson reviewed the following informational items: West Central Sanitation August Garbage Report, Mediacom – Channel Addition Notice, August Liquor Store Reports, MN Department of Commerce – Aurora Distributed Solar Project – Public Information and Environmental Assessment Scoping Meetings. Mediacom – Rate Increase Notice and August Police Reports. Two benches are being donated to the City’s AMPE Park to be used by the Soccer Team on Thursday, September 11, 2014 at 5:30 p.m. The benches are being given by Dennis & Betty Orbeck in memory of their daughter Stacy Orbeck. MN Department of Commerce – Letter & Questionnaire.

There being no further business, the meeting was adjourned at 6:34 p.m.

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Renee Eckerly, City Administrator