

**MINUTES
CITY COUNCIL MEETING**

APRIL 22, 2019

Mayor Pro Tem, Alicia LaBeau called the meeting to order at 6:00 p.m. Council members present were Neil Herzberg and Len Gilmore. Jeff Thompson and Shawn Reinke were absent. Others present were Ron Mergen, Public Works Director; Bill Spooner, City Attorney with Spooner & Glenz; Chuck DeWolf, City Engineer with Bolton & Menk, Inc.; Kristin Leither, Social Media Specialist; Kristin Liether, Social Media Specialist; and Paul Wegner, Police Chief. Renee Eckerly, City Administrator and Jennifer Welling, Administrative Assistant/Zoning Specialist were absent.

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

CONSENT AGENDA

Motion to approve the minutes from the following meetings: March 19, 2019 Special Joint EDAP Board & City Council Working Session –REVISED and March 11, 2019 Public Works Board.

Motion to approve the following vouchers:

04/11/2019	Payroll Checks	98937-98941	\$4,300.25
04/11/2019	Payroll Direct Deposit		\$21,959.63
04/11/2019	Payroll Taxes	98942-98944	\$1,576.25
04/11/2019	Payroll - Fed		\$7,122.03
04/11/2019	Payroll - State		\$1,418.71
04/11/2019	Payroll - TASC		\$377.24
04/11/2019	Payroll - PERA		\$6,740.24
04/11/2019	Payroll - SELECT		\$1,348.08
04/11/2019	Payroll - Health Partners		\$4,716.95
04/11/2019	Payroll - AFLAC		\$270.60
04/11/2019	Payroll - Delta Dental		\$221.11
04/19/2019	Vouchers	98945-98995	\$56,061.86
04/19/2019	Voided Voucher Check-Galls	98955	\$0.00
04/21/2019	Vouchers	98996-99010	\$29,449.20
04/21/2019	Voided checks	99011-99014	\$0.00
		GRAND TOTAL	\$135,562.15

Motion to approve the training request for Chief Wegner and Officer Feigum.

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

HIRING SCHOOL RESOURCE OFFICER (SRO)

Wegner reported that the Police Department has presented a MOU to the school district for School Resource Officer services. Under this agreement the department would employ part-time staff to cover the requested hours. Currently the department has hired Anthony LaPatka to fill in as a DARE Instructor. The department also has an application from Jerome Feigum to serve as

an SRO in the school district. The department would like to hire both Mr. Feigum and Mr. LaPatka for the SRO position. Since both of the officers are retired, we would like to utilize both of them to help cover the shifts requested by the district. Mr. Feigum's license is currently inactive until June 30th of this year. Mr. Feigum will need 48 credit hours by June 30, 2019 to reactivate his license. Mr. Lapatka's license is current and is held by the Paynesville Police Department. The funds for this position are worked into the agreement with the district and minimal costs will be associated with the hiring of these positions.

Motion was made by Gilmore to approve the hiring of Anthony Lapatka and Jerome Feigum as part-time School Resource Officers with the Paynesville Police Department pending the signed agreement with the District 741. Seconded by Herzberg and unanimously carried.

Motion was made by Herzberg to approve the necessary training for Jerome Feigum to reactivate his license. Training will be scheduled by the Chief before June 30, 2019. Seconded by Gilmore and unanimously carried.

TRANSFER FROM STREET CIP TO 2019 ST. & DRAINAGE PROJECT

The City's portion of the Second Street extension of the 2019 St. & Drainage project is \$25,453.00. At this time staff would like to transfer the \$25,453.00 from the Street CIP to the 2019 St. & Drainage Project to cover those costs.

Motion was made by Gilmore to approve the transfer of \$25,453.00 from the Street CIP to the 2019 St. & Drainage Project. Seconded by Herzberg and unanimously carried.

PURCHASE OF FIRE RATED OFFICE SAFE

The City of Paynesville has 5 large safety deposit boxes at Central Minnesota Credit Union, which used to cost \$60.00 each. The City is in need of another large safety deposit box, but the cost has risen to \$100.00 per box (\$600.00 per year). The City keeps all legal documents in the safety deposit boxes. The City should be retaining the years of minutes books also in a fire proof container. Renee Eckerly, City Administrator researched office safes and costs. The Budget & Finance Board met and discussed a variety of safes and compared the cubic feet of storage and the costs. The Board passed the following motion:

Motion was made by LaBeau to purchase from Safesetc.com of product AMSWS-1750C 2 hour Fire Rated Office Safe Item #4352 for \$2,499.99 and recommend such to the City Council, seconded by Eckerly and approved unanimously.

This safe would be large enough for all the legal documents and minutes books. The safe would be purchased from the municipal buildings department fund. There was some discussion on the delivery of such item.

Motion was made by Gilmore to approve the purchase from SAFESetc.com of product AMSWS-1750C 2 Hour Fire Rated Office Safe Item #4352 for \$2,479.49. Seconded by Herzberg and unanimously carried.

GREEN STEP CITIES – UPDATE

This item was tabled again as Eckerly was not in attendance to answer questions.

MN DNR LICENSE FOR UTILITY TO CROSS PUBLIC WATER

This was tabled from the April 8, 2019 City Council meeting. There was an error in the letter. The license is for 25 years not 50 years. The License renewal through the MN DNR for utilities to cross public waters was presented. It was confirmed that this is a 25 year license from 2019-2044. The fee for the license is \$142.00.

Motion was made by Herzberg to approve the MN DNR License For Utility To Cross Public Water and to authorize the Mayor and City Administrator to sign the document. Seconded by Gilmore and unanimously carried.

AMPI EXPANSION PROJECT

DeWolf gave brief report on the project.

2019 STREET & DRAINAGE PROJECT

DeWolf gave a report on the project. The MnDOT Limited Use Permit for the Non-Motorized Recreational Trail and Resolution 2019-19 for the 2019 St. & Drainage Project to cross Burr St. were presented. In addition the engagement letter for the transaction by S & P Global Ratings to rate the 2019 St. & Drainage Project Bond was also presented for approval.

Motion was made by Gilmore to approve the MnDOT Limited Use Permit for the Non-Motorized Recreational Trail and Resolution 2019-19. Seconded by Herzberg and unanimously carried.

Motion was made by Herzberg to proceed with the rating engagement and authorize the City Administrator and Mayor to sign the documents. Seconded by Gilmore and unanimously carried.

INFORMATIONAL

LaBeau reviewed the following informational items: Historical Society Thank you, MnDOT District 8 Announces Advancement Of Hwy. 23 South Gap Construction Date, January & February 2019 Investments, Liquor Revenue & Expenses, Incode Financial Reports, City Attorney Report, and Capital Improvement Breakdown Report – all reports can be found on the City's website, and May & June Meeting Schedules.

There being no further business, the meeting was adjourned at 6:28 p.m.

Renee Eckerly, City Administrator