

## MINUTES CITY COUNCIL MEETING

**JUNE 10, 2019**

Mayor Jeff Thompson called the meeting to order at 6:02 p.m. Council members present were Shawn Reinke, Len Gilmore, Alicia LaBeau, and Neil Herzberg. Others present were Renee Eckerly, City Administrator; Jennifer Welling, Administrative Assistant/Zoning Specialist; 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; Shane Schmidt, Mike Stern, Adam Fuchs, Brad Mehlhop, Doris Wendlandt, and Andy Soine, Fire Chief.

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

### **CONSENT AGENDA**

There were no minutes presented for approval.

Motion to approve the following vouchers: 99193 - 99253 totaling \$118,516.94.

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

### **CENTERPOINT ENERGY FRANCHISE ORDINANCE**

Eckerly reported that the current Ordinance expired in 2016. The proposed CenterPoint Energy Gas Franchise Ordinance was presented. This is being presented for review only at this time. The proposed ordinance will have to be posted 10 days prior to approval. CenterPoint Energy would like to remove the highlighted sentence on page 5 of the Ordinance OR leave the sentence in and not impose the fee. Once a decision is made on the sentence the Ordinance will be posted for 10 days and put back on the next agenda for approval.

**Motion was made by Gilmore to approve the CenterPoint Energy Ordinance with the changes made to page 5 of the agreement (page 18 of the agenda) "The Company will administer the collection and payment of franchise fees to City. ~~in lieu of permit fees or other fees that may otherwise be imposed on the Company in relation to its operation as a public utility in the City.~~" and recommend such to CenterPoint Energy. Seconded by LaBeau and unanimously carried.**

### **FIRE DEPARTMENT – CEASE COLLECTION OF VEHICLE FIRE/RESCUE FEE**

The Public Safety Board recently reviewed the fee of \$350.00 that the City bills out for vehicle fire/rescues. Please see the minutes below from that meeting. Excerpt of the Public Safety Board Meeting minutes:

Ludwig explained that vehicle rescue/extrication charges can be billed out at \$350.00/incident. Ludwig spends a lot of time researching to find out who the people are to bill. On February 20, 2018 Ludwig received pictures and insurance information and the fee was collected right away; however, this is not always the case. Call sheets are not turned in to City Hall in a timely manner. Insurance claims are being closed

before Ludwig receives the call sheets from the Fire Department. The City has always billed for these types of emergencies. The Fire Department needs to get Ludwig the information. The question is, is all the time and running around to get the information worth the \$350.00. The City has collected on 8 of the 12 rescues billed out. Matt Ellefson is now in charge of turning in the fire call sheets.

Motion was made by Eckerly to cease the billing process for extrication and car fires in the amount of \$350.00 and recommend such to the City Council.  
Seconded by Soine and unanimously carried.

This is being presented for information at this time, if the Council wishes to cease the collection of this fee a resolution will be drafted.

**Motion was made by Reinke to draft a resolution to eliminate the vehicle/fire rescue fee. Seconded by Gilmore and unanimously carried.**

### **FIRE DEPARTMENT HOUSE BURNS**

The Fire Department is seeking the City's approval to burn two homes on Saturday, June 22, 2019:

- 412 Minnie St.:
  - This property is owned by the City of Paynesville
  - This is a controlled burn for training with Ridgewater College - Fire Training Program
- 417 Minnie St.:
  - This property is owned by the City of Paynesville
  - This is a controlled burn and being used for practice by the fire department

**Motion was made by Herzberg to approve the fire department's controlled burn of two homes at 412 and 417 Minnie St. on Saturday, June 22, 2019, to approve the Donation Of A Building For Fire Training between the City of Paynesville and Ridgewater College Fire Training Program, and to authorize the Mayor to sign the document. Seconded by Reinke and unanimously carried.**

### **FIRE DEPARTMENT – PURCHASE OF SIDE BY SIDE, TRANSPORT UNIT & TRAILER**

The Fire Department is interested in purchasing the following:

2019 Yamaha Viking with tracks	\$18,927.00
Medlite Transport Unit	\$3,350.00
Midsota Trailer	<u>\$2,632.00</u>
TOTAL	\$24,909.00

The state bid is \$19,560.45 for a 2019 Polaris Ranger XP 900. As of 12-31-18 there is \$113,883.76 in the Fire Department Small Equipment fund. The Fire Relief Association will pay for the transport unit and trailer totaling \$5,982.00. It is suggested to sell the existing equipment out right rather than trading it in:

<b>ITEM</b>	<b>VALUED AT</b>
2001 Polaris Snowmobile	\$1,150.00
2001 Triton Snowmobile Trailer	\$ 800.00
2004 Polaris Ranger	\$2,250.00

2004 Aluma ATV Trailer	\$1,000.00
2004 Orion Rescue Sled	<u>\$2,500.00</u>
TOTAL	\$7,950.00

The Budget & Finance Board reviewed this and made the following motion:

Motion was made by LaBeau to approve the purchase of the 2019 Yamaha Viking with tracks for \$18,927.00 with funds from the Fire Department Small Equipment Fund unless the state bid with additional accessories of Polaris comes in less and recommend such to the City Council. Seconded by Herzberg and unanimously carried.

It is suggested to surplus the following equipment and advertise for such once the new equipment is in place:

2001 Polaris Snowmobile	2001 Triton Snowmobile Trailer
2004 Polaris Ranger	2004 Aluma ATV Trailer
2004 Orion Rescue Sled	

**Motion was made by LaBeau to approve the purchase of the 2019 Yamaha Viking with tracks for \$18,927.00 with funds from the Fire Department Small Equipment Fund unless the state bid with additional accessories of a Polaris comes in less. Seconded by Herzberg and unanimously carried.**

**Motion was made by LaBeau to surplus the following equipment and advertise for such once the new equipment is in place:**

<b>2001 Polaris Snowmobile</b>	<b>2001 Triton Snowmobile Trailer</b>
<b>2004 Polaris Ranger</b>	<b>2004 Aluma ATV Trailer</b>
<b>2004 Orion Rescue Sled</b>	

**Seconded by Reinke and unanimously carried.**

### **FIRE DEPARTMENT – HIRING OF NEW FIREFIGHTERS**

The City received 4 applications for the Volunteer Firefighter positions. There were 4 interviewed on June 6, 2019. Fire Chief, Andy Soine is requesting the hiring of three firefighters:

Grant Lieser                      Jason Schrantz                      Barry Gottwald

Upon the completion of one year probation, these hires will bring the fire department to full staff.

**Motion was made by Reinke to hire Grant Lieser, Jason Schrantz and Barry Gottwald as Paynesville Volunteer Firefighters; upon the completion of one year probation. Seconded by LaBeau and unanimously carried.**

### **TEMPORARY STREET CLOSING – QUEEN BEE’S BAR & GRILL – CAR SHOW**

Queen Bee’s Bar & Grill has submitted a Temporary Street Closing Application to close Augusta Ave. from Business 23 W. to James St. on Wednesday, June 12, 2019 from 4:00 p.m. – 10:00 p.m. for a car show. The Fire Chief and Police Chief have reviewed this and recommend approval with the understanding that Queen Bee’s work with the Public Works Department for barricades. No parking signs must be posted the night before the event. The business and effected properties must be notified of the street closure. In addition, all alcohol must stay within the business or patio area unless a liquor license is issued.

**Motion was made by LaBeau to approve the Queen Bee’s Bar & Grill Temporary Street Closing Application for Wednesday, June 12, 2019 from 4:00 p.m. – 10:00 p.m. for a car show. Seconded by Herzberg and unanimously carried.**

**TEMPORARY STREET CLOSING – CHAMBER – CAR SHOW AND ARTS & CRAFTS FAIR**

The Paynesville Chamber of Commerce has submitted a Temporary Street Closing Application to close James St. from Bank of the West drive thru to Perennial Bank drive thru and Augusta Ave. from Bank of the West drive thru to the alley for a Car Show and Arts & Crafts Fair on Saturday, August 17, 2019 from 7:00 a.m. to 4:00 p.m. The Fire Chief and Police Chief have reviewed this and recommend approval with the understanding that the Chamber work with the Public Works Department for barricades. No parking signs must be posted the night before the event. The business and effected properties must be notified of the street closure.

Wendlandt expressed her concern with no available parking for her customers as her business is open. It was suggested to have the Chamber submit a map of their proposal and just close James St. and leave Augusta open and the Farmer’s Market in its usual place.

**Motion was made by Herzberg to close James St. only. Seconded by LaBeau.**

**Motion was made by Gilmore to table action on this and to send back this back to the Chamber for clarification and a revised plan and map. Seconded by Reinke and unanimously carried.**

**CAPITALIZATION POLICY**

Eckerly presented a proposed Capitalization Policy. The previous policy was dated 2003 with an amendment to Exhibit A in 2005. The Budget & Finance Board recommends the following updates to the policy:

**EXHIBIT A  
CAPITAL ASSET CLASSES**

<b><u>ASSET TYPE</u></b>	<b><u>DEPRECIABLE LIFE EXAMPLES</u></b>	<b><u>IN YEARS</u></b>
<b><u>Non-Infrastructure</u></b>		
Outdoor Equipment	Playground equipment	15 (was 20)
Computer Hardware	Monitors, CPU, printer	3 (was 5)
Telephone Equipment		5 (was 10)
K-9		9 (was not listed)

The auditors do ask for this document on an annual basis, but did not see any additional changes to be made. The Budget and Finance made the following motion:

Motion was made by Eckerly to approve the Capitalization Policy with the recommended changes to Exhibit A and recommend such to the City Council.  
Seconded by Herzberg and unanimously carried.

**Motion was made by LaBeau to approve the Capitalization Policy. Seconded by Herzberg and unanimously carried.**

## **HOUSING STUDY**

The Budget & Finance Board discussed conducting a housing study. EDAP paid for the study that was conducted in 2014 at the cost of \$12,900.00; now the fee would be \$9,500.00 and the project could start in August/September, 2019. The Budget & Finance Board made the following motion:

Motion was made by LaBeau to conduct a housing study in the amount of \$9,500.00 by Community Partners Research (same company as in 2014) and recommend such to the City Council. Seconded by Herzberg and unanimously carried.

The proposed Housing Study Contract between the City of Paynesville and Community Partners Research, Inc. was presented.

**Motion was made by Reinke to send this to the EDAP Board for review and recommendation. Seconded by LaBeau and unanimously carried.**

## **TOWN & COUNTRY DAYS PARADE – CITY FLOAT/UNIT**

In the past the City Council has had a float/unit in the parade. The parade will be held on Thursday, June 13, 2019 at 7:00 p.m. In the past the \$40.00 fee has been waived.

**Motion was made by Gilmore to enter a float/unit in the parade with the \$40.00 fee being waived by the Chamber of Commerce. Seconded by Reinke and unanimously carried.**

## **PAYNESVILLE BULLDOG BASEBALL TEAM HEADED TO STATE – ESCORT**

In the past the City has allowed the Police and Fire Department to escort the Paynesville Bulldog teams headed to state. On Thursday, June 13, 2019 the Bulldog Baseball Team will be headed to the State Baseball Class 2A Quarterfinals Tournament at 12:30 p.m. at Dick Putz field in St Cloud against #4 Perham. The send off is scheduled for 9:45 a.m. from the baseball stadium in the middle school parking lot and taking the Business 23 route out of town. The semifinals are at Dick Putz Field at 12:00 p.m. on June 13 and 2:30 p.m. on, June 14, 2019. The state title game is at 1:00 p.m. on June 20, 2019 at Target Field.

**Motion was made by Reinke to support the Bulldog Baseball Team and allow the police, ambulance, and fire department to escort the team out of town. Seconded by LaBeau and unanimously carried.**

## **2019 STREET & DRAINAGE PROJECT**

DeWolf reported on the progress of the project.

Some residents on the project have applied for a deferment according to the deferment of assessments for senior citizens:

***Deferment of assessments for senior citizens.*** Pursuant to M.S.A. §§ 435.193 through 435.195, the city council may defer special assessments for senior citizens and retired disabled homeowners for assessments levied against homestead property if the criteria set forth in subsections of this section are met.

**Eligibility.** Any person 65 years of age or older or retired by virtue of a permanent and total disability, as determined by the Social Security Administration, for whom it may be a hardship to make the payments, may have special assessments levied against real property for public improvements deferred if the following conditions are met:

**Ownership.** The applicant must be the fee simple owner of the property or must be a contract vendee for fee simple ownership. An applicant must provide either a recorded deed or contract for deed with the application to establish a qualified ownership interest as required herein.

**Homestead.** The property must be the applicant's principal place of domicile and classified on the city's and county's real estate tax rolls as the applicant's homestead.

**Net income.** The applicant's net income and net income of all other joint tenants, tenants in common or contract vendedes in title to the property may not exceed the low income limit as established by the department of housing and urban development as used in determining the eligibility for Section 8 Housing.

**Termination of deferral status.** Special assessments shall become payable upon the occurrence of one of the following events:

**Sale of property.** The subject property is sold, transferred, subdivided or in any way conveyed to another by the fee owner qualified for deferral status.

**Death of owner.** The death of the fee owner qualified for deferral status unless a surviving joint tenant, tenant in common or contract vendee is eligible for the deferral benefit provided hereunder.

**Non-homestead property.** The subject property loses its homestead status for any reason.

**No hardship.** The city council determines that there would be no hardship to require an immediate or partial payment of the deferred special assessment.

Renee Eckerly has reviewed the applications submitted by the following and determined they meet the criteria:

George Gabrielson, 754 Maple St.

Donald & Myrtle Barg, 680 Circle Pines Ct.

Mary Ellen Morris, 649 Circle Pines Ct.

Patrick Johnson, 125 Belmont St.

David & Patricia Neuman, 650 Hudson St.

Donna Adams, 655 Hudson St.

Mary Petersen, 648 Circle Pines Ct.

Curt & Evelyn Sorenson, 606 Ponderosa St.

John & Joann Welle, 630 Hudson St.

Residents have 90 days from the Final Assessment Public Hearing to apply for the deferment.

**Motion was made by Reinke to approve the 2019 Street Project Senior Citizen Interest Free Deferments for:**

**George Gabrielson, 754 Maple St.**

**Donna Adams, 655 Hudson St.**

**Donald & Myrtle Barg, 680 Circle Pines Ct.**

**Mary Petersen, 648 Circle Pines Ct.**

**Mary Ellen Morris, 649 Circle Pines Ct.**

**Curt & Evelyn Sorenson, 606 Ponderosa St.**

**Patrick Johnson, 125 Belmont St.**

**John & Joann Welle, 630 Hudson St.**

**David & Patricia Neuman, 650 Hudson St.**

**Seconded by LaBeau and unanimously carried.**

## **INFORMATIONAL**

Thompson reviewed the following informational items: Initiative Foundation – Thank you, Paynesville Township – IUP Public Hearing For Mining/Asphalt Plant, MN Demographic Center – 2018 Estimated Population & Household Estimates, May Liquor Store Report, Stearns County 30 mph Speed Limit Location Change Notice, and MnDOT – Hwy. 4 and Hwy. 55 – Open House Notices.

There being no further business, the meeting was adjourned at 6:53 p.m.

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Renee Eckerly, City Administrator