

**MINUTES
CITY COUNCIL MEETING**

JULY 8, 2019

Mayor Pro Tem, Alicia LaBeau called the meeting to order at 6:00 p.m. Council members present were Shawn Reinke, Len Gilmore, and Neil Herzberg. Jeff Thompson was absent. 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; and Jackie Osterhaus.

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

CONSENT AGENDA

Motion to approve the minutes from the April 4, 2019 Park & Tree Board meeting.

Motion to approve the following vouchers:

| | | | |
|------------|---------------------------|-------------|--------------|
| 07/03/2019 | Payroll Checks | 99339-99345 | \$5,617.35 |
| 07/03/2019 | Payroll Direct Deposit | | \$24,196.85 |
| 07/03/2019 | Payroll Taxes | 99346-99348 | \$1,576.25 |
| 07/03/2019 | Payroll - Fed | | \$7,897.59 |
| 07/03/2019 | Payroll - State | | \$1,517.80 |
| 07/03/2019 | Payroll - TASC | | \$358.01 |
| 07/03/2019 | Payroll - PERA | | \$7,433.54 |
| 07/03/2019 | Payroll - SELECT | | \$1,169.48 |
| 07/03/2019 | Payroll - Health Partners | | \$5,832.51 |
| 07/03/2019 | Payroll - AFLAC | | \$274.05 |
| 07/03/2019 | Payroll - Delta Dental | | \$237.72 |
| 07/08/2019 | Vouchers | 99349-99365 | \$47,944.62 |
| | | GRAND TOTAL | \$104,055.77 |

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

FLAG & CERTIFICATE OF SUPPORT PRESENTATION – JACKIE OSTERHAUS

Jackie Osterhaus presented an American flag; that was flown over the Joint Training Center – Jordan, and certificate as appreciation for the support she received from the Paynesville community while being stationed in Jordan.

MAGES FARM LEASE – AMENDMENT TO CONTRACT

Mergen presented Resolution 2019-27 amending the Jermayne Mages Farm Lease, Cash Rent Agreement to sub-lease to Mages-Welle, LLC for the 105 acres adjacent to the airport. All lease terms remain the same.

Motion was made by Herzberg to approve Resolution 2019-27. Seconded by Reinke and unanimously carried.

TIF – 1-15 SENIOR LIVING – TOM OPATZ

Eckerly reviewed Financial Planning Agreement between the City of Paynesville and Northland Securities, Inc. in the amount of up to \$9,000.00 plus expenses; costs would be forwarded onto Mr. Opatz for full reimbursement. This is for a Tax Increment Financing (TIF) District (Housing) for the senior living project proposed by Tom Opatz. In addition, the preliminary schedule for the TIF, Resolution 2019-28 Calling For A Public Hearing On The Proposed Modification Of Development District No. 1 And The Establishment Of Tax Increment Financing District No. 1-16 Within The Development District And The Adoption Of The Modified Development Program And The Adoption Of The Tax Increment Financing Plan Relating To Thereto was also presented. The public hearing on the TIF is set for August 26, 2019 at 6:30 p.m.

Motion was made by Gilmore to approve the Financial Planning Agreement between the City of Paynesville and Northland Securities, Inc. Seconded by Reinke and unanimously carried.

Motion was made by Gilmore to approve Resolution 2019-28 Calling For A Public Hearing On The Proposed Modification Of Development District No. 1 And The Establishment Of Tax Increment Financing District No. 1-16 Within The Development District And The Adoption Of The Modified Development Program And The Adoption Of The Tax Increment Financing Plan Relating To Thereto. Seconded by Herzberg and unanimously carried.

TEE HANGAR LEASE AGREEMENT

Mergen presented the Tee Hangar Lease Agreement between the City of Paynesville and Garret Raddohl for hangar number 19. This hangar was previously rented by Chris Howard.

Motion was made by Herzberg to approve the Tee Hangar Lease Agreement between the City of Paynesville and Garret Raddohl for hangar number 19. Seconded by Reinke and unanimously carried.

PARK PLAYGROUND EQUIPMENT

Mergen reviewed the park equipment and layouts for each park. Excerpt of minutes from the June 25, 2019 Park & Tree Board meeting:

Veterans Park

The sub-committee had initially met with two different vendors and chose Landscape Structures due to pricing, a better design, more options, and better service. The proposal is design 600, which is a 5 to 12 year old play structure and includes a Bongo panel, hand loop, ring a bell, loop horizontal ladder with an end vertical ladder, sky rail climber, sidewinder, summit climber, etc. It also includes a swing set with three regular belt swings, a toddler swing and a full bucket toddler swing. The plan is to maintain the existing climber and the sand digger. Other items included are installation/labor, concrete footings, APS composite playground boarder, and the engineered wood fiber mulch. The cost of equipment and installation is \$32,627.14. The cost of pea rock,

fabric, and site grading are not included. It was suggested to budget a total project cost at \$35,000.00. The existing swing set and jungle gym would be removed.

Gazebo Park

The Gazebo Park design is a Fit Core and Ozone climber with swing set. Components of the fit core design are:

Peg Bridge

- A-frame cargo net
- Jump Hang
- Rope climb
- Ozone 3 or option 7 ring climber
- Spider walk
- ADA items, Hand Cycler and a Tai Chi Wheel

The swing set includes three regular belt swings, a toddler swing and a full bucket toddler swing along with a friendship swing. The cost difference on the 3-ring climber versus the 7-ring climber is \$13,236.64. Members noted this equipment will be in place for 20 plus years and once its installed it is not going to be upgraded for a long time. Also included is installation/labor, concrete footings, APS composite playground boarder, and the engineered wood fiber mulch. There was discussion on the location of the equipment. The proposal is to install it south of the gazebo and north of the sidewalk to the splash pad. The swing would be north of the splash pad with enough room for splash pad expansion. The other site discussed would be north and east of the splash pad. It was suggested to stake the site so members would have a better concept of the layout. The cost of equipment and installation with the option of the 7-ring climber is \$80,699.82. Knowing the site; the pea rock and fabric beneath the wood fiber mulch will not be required. Site grading and the sidewalk are not included in the estimate. It was suggested to budget the total project cost at \$82,000.00.

Motion was made by Gilmore to approve both proposals with the option of the 7-ring climber at a total cost of equipment and installation from Landscape Structures in the amount of \$113,326.96, to cover all costs with a total budget of \$117,000.00 and recommend such to the City Council. Seconded by Feigum and passed 4:1 (one abstained).

The layouts and costs for each are:

- Veterans Park \$32,627.14
- Gazebo Park – 7 Ring Climber Option \$80,699.82
- Gazebo Park – 3 Ring Climber Option \$67,463.18

Louis Industries are picking up the freight costs. It was stated that the proposed equipment is different than what the school has. The location of the equipment will be in close proximity to the splash pad so that adults can watch youth using both amenities. There is ADA equipment at both parks.

Motion was made by Herzberg to approve the proposal for Veterans Park in the amount of \$32,627.14 and the 7-Ring Climber Proposal for Gazebo Park in the amount of \$80,699.82 for a total cost of equipment and installation from Landscape Structures in the amount of \$113,326.96, to cover all costs with a total budget of \$117,000.00. Seconded by Reinke and unanimously carried.

AMPI EXPANSION PROJECT

DeWolf reported that the preconstruction meeting was held last week. The project is estimated to start at the end of July, 2019. The project will be begin with pretreatment building and piping.

2019 STREET & DRAINAGE PROJECT

DeWolf reported on the project and presented Payment Estimate No. 1, payable to Voss Plumbing & Heating, Inc. in the amount of \$241,677.15 for work completed through June 27, 2019.

Motion was made by Gilmore to approve Payment Estimate No. 1, payable to Voss Plumbing & Heating, Inc. in the amount of \$241,677.15. Seconded by Reinke and unanimously carried.

DEMOLITION OF HOMES ON MINNIE ST.

Mergen presented two quotes to cap services, demo and remove all structures/foundations at 408, 412 & 419 Minnie St.:

| | |
|------------------------------|-------------|
| Voss Plumbing & Heating, LLC | \$19,000.00 |
| M.A.A.C. | \$21,300.00 |

The Public Works Board has reviewed this and recommends the Voss quote for approval.

Motion was made by Reinke to approve the quote from Voss Plumbing & Heating, LLC in the amount of \$19,000.00 and recommend such to the City Council. Seconded by Herzberg and unanimously carried.

AUDITOR – ARRANGEMENT LETTER FOR 2019, 2020 & 2021 AUDITS

On April 8, 2019 the Council approved the audit proposal from Schlenner Wenner & Co. for 2019-2021. The Arrangement Letter between the City of Paynesville and Schlenner Wenner & Co. to perform the 2019, 2020 & 2021 audits was presented.

Motion was made by Gilmore to approve the Arrangement Letter between the City of Paynesville and Schlenner Wenner & Co. to perform the 2019, 2020 & 2021 audits. Seconded by Reinke and unanimously carried.

INFORMATIONAL

LaBeau reviewed the following informational items: June Liquor Store Report, MN Board of Peace Officer Standards & Training – Policy & Training Review, Board of Appeal & Equalization Training Now Available, and Stearns Co. Environmental Office – Conditional Use Public Hearing Notice.

There being no further business, the meeting was adjourned at 6:31 p.m.

Renee Eckerly, City Administrator