



City Council Meeting Minutes

January 19, 2023 Meeting

City Council Chambers | 315 Main Street South

IN ATTENDANCE – Mayor Carl Pederson, Councilor Steve Ovick, Councilor, Councilor Dave Hill, Councilor Gina Pettie

STAFF IN ATTENDANCE – City Administrator Scott Hildebrand, Liquor Store Manager Lara Smetana, Community Development Director Mike Gainor, Public Works Director Maury Montbriand, Parks and Public Buildings Manager Angela Cummings, Cal Stenlund, Fire Chief Tom Miller, Interim Finance Director Robin Roland, Budget Analyst Nicole Tricker, Fire and Life Safety Inspector Adam Zemek, Administrative Assistant Melanie Bloomquist.

CALL TO ORDER – Mayor Carl Pederson called the meeting to order at 10:00 am.

CONSIDERATION AND APPROVAL OF AGENDA – Hildebrand asked to remove the Presentation regarding City Council duties / Open Records issues - Flaherty Hood, Unable to make it due to weather. *Mayor Pederson made a motion to approve the agenda. Councilor Ovick seconded. Motion carried with Councilors Pettie and Hill voting aye. None opposed.*

PUBLIC HEARINGS/PRESENTATIONS - Terry Nitzel had concerns about his water bill being higher than normal.

BUSINESS -

- a. *Presentation regarding City Council Duties/ Open Meetings / Open Records Issues- Flaherty Hood. Removed from Agenda - Will discuss at upcoming Council meeting.*
- b. *Presentation regarding City's Financial Status and Discussion regarding the imposition of a City Sales Tax - Jason Aarvold - Ehlers Financial. Aarvold presented, discussed City projects and costs. Discussed possible Sales Tax and the stipulations behind imposing the tax. To implement a Sales tax it would need to be a project that would benefit the region. Hildebrand gave several options for regional projects (Hilltop, Robinson and possibly the City Hall building).*
- c. *Presentation and Discussion regarding Robinson Park Design Status - MSA Engineering. Claire and Lucas from MSA engineering presented the website that has been created with the phases of the Robinson project. The website was created to inform the community it also incorporates a survey for the Community to find out which phases the Community believes to be most important.*

Councilor Pettie made a motion to authorize the website and survey to be published. Mayor Pederson seconded. The motion passed with Councilor Ovick and Hill voting aye.

- d. *Presentation and Discussion regarding City Hall design update and options - MSA Engineering.* Lucas presented, notified Council that previous plans have been reviewed and they would like to review these with current staff to make sure the flow and plan still works. There was also discussion on possibly selling the 3rd floor to help with the cost of the remodel project, and keeping city hall on the main level. Hildebrand recommended assembling a design committee to keep renters and staff involved in the design process.

Mayor Pederson made a motion to move forward with bids on General Contractor, Fire Suppression and HVAC for the City Hall Remodel. Councilor Ovick seconded. The motion passed with Councilor Pettie and Hill voting aye.

- e. *Presentation and Discussion regarding 2023 Road Project Options - Greg Aderson , SEH.* Greg presented. He updated the Council on current and future projects. If the Council would like these completed in 2023 the reports and surveys would need to be completed soon, as this can take up to 6 months. Council decided to complete the report and survey this spring and start the road project in 2024.

CONSENT ITEMS-

- A. Approval of Regular Council Meeting Minutes - January 04, 2023
- B. Approval of Check Detail Report
- C. Approval of Expenditures by Department Report
- D. Approval of YTD Revenue - Expense Report
- E. Approval of Temporary Liquor License - Pine Center for the Arts
- F. Approval of Food Truck Permit - Wishbone Food Truck, LLC

Councilor Ovick made a motion to approve the consent items. Councilor Hill seconded. The motion passed with Mayor Pederson and Councilor Pettie voting Aye.

OLD BUSINESS -

- A. Discussion and Possible Action Regarding Committee Appointments.

Councilor Ovick made a motion to approve the Committee Appointments. Councilor Pettie seconded. The motion passed with Mayor Pederson and Councilor Hill voting aye.

- B. Discussion regarding 2023 Fee Schedule Ordinance. *Hildebrand reviewed the current and proposed fee schedule. Council would like to increase all Cemetery fees in 2023 by \$25. Carrie from Rum River presented recommendations for the Building Permit fee schedule and Rental Property fee schedule. The fees recommended for Rental Property fees would increase significantly, The council would like the current fees to remain the same only increasing the Rental Property Inspection fee for More than Four units. Council would like all recommended fees published and revisited at the next City Council meeting.*

Mayor Pederson made a motion to have a recommended fee schedule published for the next council meeting so this can be reviewed. Councilor Ovick seconded. The motion passed with Councilor Pettie and Hill voting aye.

- C. Discussion regarding 2024 Fire Contract proposal and Fire Districts. *Fire Chief Tom Miller gave an update.*

NEW BUSINESS-

A. Discussion and Approval of Resolution 20230119-09 - Appointing Acting Mayor. *Councilor Pettie made a motion to extend Councilor Ovick as Acting Mayor. Councilor Hill seconded. The motion passed with Mayor Pederson voting Aye.*

ADJOURN- Mayor Pederson made a motion to adjourn. Councilor Pettie seconded. Motion carried with Councilor Hill voting aye. Meeting adjourned at 1:03 PM

Minutes taken by Administrative Assistant Melanie Bloomquist
Next regular Council meeting is February 1, 2023