

**Meeting Minutes of the Richmond City Council  
February 6, 2019  
City Council Workshop and Meeting**

**Item #1: Call to Order/Pledge of Allegiance**

Mayor Hemmesch called the meeting to order at 6:30 p.m. at Richmond City Hall.

Council Members noted as being present: Jim Hemmesch; Mike Mathiasen; Tim Paczkowski; Pat Evens

Also present were: Tesa Tomaschett, City Administrator-Clerk; Kevin Mooney, Arena Parks Director; Gordon Dingmann, Public Works Director; Steve Kascht, Fire Chief; Dustin Vaverek; Dean Nilson; Trish Nilson; Tammy Paczkowski; Jason Blum, Police Chief; Kymberly Craven; Jason Murray; Gary Brinkman; Scott Zika; Chuck Merten

**Item #2: Open Forum:**

Kymberly Craven lives at 32 1<sup>st</sup> St SW introduced herself to the council and the community. She has lived in Richmond for four years. Her two kids graduated from ROCORI High School and now she is looking to fill her free time with community involvement. Kymberly and her children are devoted Catholics, her children even attend catholic school before moving to Richmond. She is proud to be part of this community.

**Item #3: Approval of Agenda**

Mayor Hemmesch asked if there were any additions or changes to the Agenda.

Add item #6(e)

*Motion made by Councilor Paczkowski to approve the Agenda, seconded by Councilor Mathiasen. Motion passed.*

**Item # 4: Approval of the Meeting Minutes of January 2 and January 17, 2019**

Mayor Hemmesch asked for any corrections or additions to the January 2 and January 17, 2019.

Mayor Hemmesch asked for a motion of approval.

*Motion made by Councilor Evens to approve the Meeting Minutes of January 2 and January 17, 2019 seconded by Councilor Mathiasen. Motion passed.*

**Item # 5: Approval of Bills Paid**

Mayor Hemmesch asked if there were any questions or comments. Mayor Hemmesch asked for a motion of approval of Bills Paid.

*Motion made by Councilor Paczkowski to Approve the Bills, seconded by Councilor Evens. Motion passed.*

**Item #6: Consent Agenda**

- a) Resolution 112-19: Approval of January 2019 Journal Entries
- b) Resolution 113-19: Authorization of Temporary 1 to 4 Day Liquor License for the River Lakes Hockey Inc. on April 27, 2019 at the River Lakes Civic Arena (RLCA)
- c) Resolution 114-19: Approval of January, 2019 donations
- d) Acknowledge PeopleService January 2019 Written Report
- e) Resolution 117-19: Approving Satisfaction of Mortgage for JWGILK Properties, LLC.

*Motion made by Councilor Paczkowski to Approve the Consent Agenda, seconded by Councilor Mathiasen. Motion passed.*

**Item #7: Public Hearing- TIF District 1-6 for 388 4th St SW**

Mayor Hemmesch opened public hearing at 6:36 p.m.

Mayor Hemmesch asked the public three times for any comments. He asked if any comments came to the office. Since there were no comments, public hearing closed at 6:37 p.m.

Only change to the paperwork would be the legal name, which will be changed to Nilson Property Holdings LLC.

*Motion made by Councilor Mathiasen to Approve Resolution 115-19: Approving the establishment of Tax Increment Financing District No. 1-6 within Municipal Development District No. 1 and Adoption of the Tax Increment Financing Plan, seconded by Paczkowski. Motion passed unanimously.*

**Item #8: Public Hearing- Tax abatement for 60 4th St. SW**

Mayor Hemmesch opened public hearing at 6:38 p.m.

Mayor Hemmesch asked the public three times for any comments. He asked if any comments came to the office. Councilor Evens asked about the fees. Tomaschett reminded the council that the city would cover all fees for both the TIF and

abatement which was decided at the December workshop. Jason Murray will correct the paperwork so it reads that the city will cover the fees. Since there were no comments, public hearing closed at 6:40 p.m.

***Motion made by Councilor Paczkowski to Approve Resolution 116-19: Authorizing a Tax Abatement on Property within the City of Richmond in connection with Brinky's Commercial Development Project, seconded by Councilor Evens. Motion passed unanimously.***

**Item #9: Department Reports**

- a. **Police Department** – Police Chief Jason Blum gave the November 2018 police report, which had 109 total incidents. He also gave the December 2018 police report, which had 70 total incidents. Reminder to lock your doors and look out for your neighbors. Current local scams are still happening. The department has an officer who can do presentations on scams. Remember winter parking, no on street parking from 2:00 a.m.- 6:00 a.m. Three officers took part in the Shop a Cop Event in Sauk Centre to pick out Christmas gifts. Councilor Evens asked what all the '3's' stand for on the police report. Blum explained that means the location of the call, Cold Spring is 1, Outside location is 2, Richmond is 3, and Wakefield is 4. Councilor Mathiasen asked how the new dog is doing. Blum reported that he is doing good and making good improvements.
- b. **Fire Department**- Fire Chief Steve Kascht gave the council his year-end report. New members are starting Firefighter 1, Firefighter 2, and Hazmat class in St. Martin right now. For the year 2018, 90% of the calls were Rescue and Medical, 4% were Good Intent (call cancelled in route), 3% were Fire, and 3% were Hazardous Condition. There was a breakdown of the calls for the days of the week and the times of the day. Chief Kascht also had a breakdown of the response time for each type of call; they averaged four minute response time. Reminder to please clean out your fire hydrants.
- c. **Arena/Parks**- Kevin Mooney reported ice rental is very busy at this time. The season is coming to an end; glass will be taken out on March 4<sup>th</sup> and will prep for Figure Skating. Holiday open ice was very well attended. Ice will be pulled out on March 11<sup>th</sup>. Kevin will be putting together a building improvement project. Outdoor Rink was difficult to put in this year but was accomplished in January. Music in the Park group will meet in February to start summer concerts planning. Kevin is working with Royals to make some improvements to the baseball park before hosting Regionals. Rocori Trail is in fundraising mode. They need 1.13 million in order to do the next phase.
- d. **Streets/Public Works** - (this topic was not approved for the agenda). With the cold weather, there have been some issues with freezing water. Water mains are sitting at 41-42 degrees so they are fine. The city is not telling people to run water yet but just keep an eye on the temperature. Mayor Hemmesch would like to see more salt/sand down on the streets. Councilor Evens asked on behalf of concerns citizens both residents and business owners, what is the rationale for why the centered snow is not picked up as soon as it's centered. Business owners have 24 hours to clean their sidewalks after a snowfall. Gordie goes out to center after the sidewalks are cleared. Due to safety concerns of the big equipment that Gertken's use to clean up; the work is done at night and has been for years. Councilor Evens reported complaints of the loud equipment keeping kids up during the night. Other cities have more staff and equipment to be able to get snow hauled out right away. The snow removal process will be looked into more at a later date to see if any changes can be made.

**Item #10: Council Reports**

- a. EDA – Mayor Hemmesch reported that the EDA hired Ryan Development Consulting LLC to help promote community and update Main Street. Next meeting February 19, 2019
- b. Planning Commission – No January meeting. February 28, 2019 is next scheduled meeting
- c. Rocori Trail – No January meeting. February 7, 2019 is next scheduled meeting
- d. Tri-City Cable commission- No January meeting.

**Item #11: Other Matters of Concern and Related Matters**

- a. Utility Bills- The city's attorney informed the city that the \$50 late fee for utility bills was legal. After further discussion, the late was decreased to \$25 a billing with late bills being mailed out every 2 billing cycles (4 months).
- b. Next Council meeting February 21, 2019 at 6:30 pm

**Item #12: Adjournment**

Mayor Hemmesch asked for any additional items.

Hearing none Mayor Hemmesch declared the meeting adjourned at 7:05 p.m.

Respectfully Submitted,

Tesa Tomaschett  
City Administrator Clerk-Treasurer