

**Meeting Minutes of the Richmond City Council**  
**August 15, 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; Pat Evens; Mike Mathiasen, Tim Paczkowski and Kymberly Craven

Also present were: Tesa Tomaschett, City Administrator/Clerk-Treasurer; Connie Schmoll, Hwy 23 Coalition; Cliff Johnson, CSAHS; Joanie Engquist, City Deputy Clerk; Traci Ryan, Ryan Development; Chuck Merten, Richmond Fire Relief President

**Item #2: Open Forum** – Cliff Johnson spoke about the event called Bizarre History of Minnesota which is being held at the Cold Spring Library on September 5<sup>th</sup> from 6:30-7:30 p.m. and is open to the public.

**Item #3: Approval of Agenda**

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

Item #7: Resolution 157-19- Authorization for Lawful Gambling Exempt Permit Application by Country Snow Cruisers on November 29, 2019, at The Olde Coliseum

Item #10: Lion's Park

Item #11: Office Hours

Item #12: Treemendous Night

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

**Item #4: Hwy 23 Coalition-** Connie Schmoll from Kandiyohi County Economic Development Commission gave an update on where the Highway 23 Coalition is at with projects and memberships. The gap between Richmond and Paynesville will be happening now with the help of the Highway 23 Coalition. Connie also asked the City to continue being an Advocate level in membership which costs \$1,500 for the year. Tomaschett informed the city council that this membership has already been worked into the 2020 budget.

*Motion made by Councilor Evens to approve the 2020 membership for \$1,500 to the Highway 23 Coalition, seconded by Councilor Paczkowski. Motion passed*

**Item #5: Fire Relief-** Chuck Merten

Chuck Merten, President of the Richmond Fire Relief Assn thanked the city council for their yearly contribution to the relief. He also requested the \$11,000 contribution for 2019 to be paid out. The relief would like to increase the retirement amount which would raise the \$11,000 contribution to \$11,625 for 2020. Tomaschett informed the council that this amount has already been worked into the 2020 budget. Council will discuss more during budget talk.

*Motion made by Councilor Mathiasen to pay \$11,000 to Richmond Fire Relief for 2019 contribution, seconded by Councilor Craven. Mayor Hemmesch abstained. Motion passed.*

**Item 6: Ryan Development-** Traci Ryan

Traci Ryan with Ryan Development spoke to the council about the two TIF Districts the city has. TIF 1-5 will be ending soon and has a surplus of around \$52,000. That TIF was set for economic development for the city. Since there is a positive balance in the account, Traci asked the council if the EDA could use that money for some of their projects. Council discussed that a portion could go to EDA but not all. Council thought starting with 1/3 of the amount and EDA can ask for more if needed for a project.

*Motion made by Councilor Evens to transfer \$20,000 from TIF 1-5 to EDA to use for economic development project throughout the city, seconded by Councilor Paczkowski. Motion passed.*

**Item #7: Resolution 157-19-** Authorization for Lawful Gambling Exempt Permit Application by Country Snow Cruisers on November 29, 2019, at The Olde Coliseum

*Motion made by Councilor Evens to approve Resolution 157-19, seconded by Councilor Mathiasen. Motion passed*

*(Temporary Recess for Council workshop)*

**Workshop Agenda**

**Item #8: Social Networking-**

The city is exploring the idea of starting a Facebook page. If this would happen an independent company would run and maintain the site. Tomaschett received a quote from Computer Gone Crazy for \$540 a year. Council decided to discuss this more when the rest of the council is present. The council asked for Computer Gone Crazy to propose a layout/design before making final decision.

**Item #9: T-shirts-**

A polo shirt design was presented to council to order for staff and/or council to be worn at special city events. It was then brought up to have mandatory uniforms for all departments. It was explained that if the council would like staff to wear these shirts every day as a uniform then they would need to look into changing the personnel policy. A sign-up sheet will be formed so those who would like to purchase a shirt at their cost can do so.

**Item #10: Lion's Park-**

Tomaschett expressed it is time to have Lion's Park and any other city owned property near there to be annexed in. By having it annexed in, Cold Spring Richmond Police and Richmond Fire The council agreed it was time to do so. Tomaschett will start on the orderly annexation paperwork and have it sent over to Wakefield Township for their approval.

*Motion made by Councilor Evens to move forward in the orderly annexation of Lion's Park, seconded by Councilor Paczkowski.  
Motion passed*

**Item #11: Office Hours-**

Mayor Hemmesch asked the Deputy Clerk to document Friday traffic at the office. The information was tracked for the first six months of the year and compiled. The information was given to the council to review and future discuss the office hours for Fridays.

**Item #12: Tremendous-**

The Council has committed to doing hotdogs again and will decide on an amount closer to the event.

**Item #13: 2020 Budget-**

The city council was given a draft of the 2020 budget. Tomaschett is not recommending a levy increase. The city council looked at a couple areas of concerns, the outdated SCDA System, increase of Fire Relief, and changing Fire officer pay/ training wages. The city needs an estimated \$50,000 for SCDA system but never expressed how they wanted to work that into the sewer budget. Councilor Evens asked how the Mayor/Council budget can be over \$32,000. Tomaschett explained that it includes Mayor/ Council pay, proper allocations of staff pay, and operating expenses. No motions were made to direct Tomaschett with the budget.

*(Reconvene Council Meeting)*

**Item #14: Other Matters of Concern and Related Matters**

- a. Next Meeting: September 4, 2019 at 6:30 p.m.
- b. Councilor Evens asked that all department heads be at every televised meeting to give a report and answer any questions or concerns. Tomaschett asked the council three times if they would like to make this a mandatory change, no motion was made.

**Item #15: Adjournment**

Mayor Hemmesch asked for any additional items.

Hearing none Mayor Hemmesch declared the meeting adjourned at 7:59 p.m.

Respectfully Submitted,

Tesa Tomaschett  
City Administrator/Clerk-Treasurer