

Meeting Minutes of the Richmond City Council
Thursday, August 22, 2013
City Council Meeting & Workshop

Item #1: Call to Order/Pledge of Allegiance

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

Council Members noted as being present: Pat Evens, Jeff Mackedanz, Scott Kron, Mike Mathiasen, Tim Paczkowski

Also present were: Martin Bode, City Administrator; Gordon Dingmann, Public Works Director; Chuck Merten, Fire Chief; Chad Johnson, PeopleService; Randy Jenniges, City Engineer; Patti Plantenberg, Civic & Commerce;

Item #2: Approval of Agenda

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

Mayor Kron asked for the Approval of Agenda.

Motion made by Councilor Paczkowski to Approve Agenda with change, seconded by Councilor Mackedanz. Motion passed unanimously.

Item #3: Resolution 180-13 Resolution Approving CUP Overland 779 1st St SE

Resolution 180-13 Resolution Approving CUP Overland 779 1st St SE

Motion made by Councilor Paczkowski to Approve Resolution 180-13 Approving CUP for Overland 779 1st St SE seconded by Councilor Mackedanz. Councilor Evens abstained. Motion passed.

Item #3A:Resolution 181-13 Approving Easement at 41 Main Street East for the purpose of utility installation and maintenance by the City of Richmond.

Motion made by Councilor Mackedanz to approve Resolution 181-13 approving Easement at 41 main Street East, seconded by Councilor Evens. Motion passed unanimously.

Mayor Kron recessed the regular meeting in order for the Council to discuss the following workshop discussion items:

(6:37 p.m. Temporary recess to the Council Workshop)

Workshop Agenda

- A. 2013 Main Street Project – Randy Jenniges, City Engineer
 - * Mr. Jenniges reported that the project is moving along pretty well. They will be putting in curbs and then sidewalks and paving. He stated that they will be digging up and working on the

underground work on Main Street for about 2 more weeks before they start the curbs, sidewalks and streets.

* Council asked how the sewer hook-ups in the buildings are going. Mr. Jenniges stated that they are not going through the building. For water, all but one has been hooked up into the building. Council discussed the water/sewer hook-up issue.

* Xcel is schedule for September 2nd/3rd to move the poles outside of City Hall and the pole on hall/central.

* Banner Poles Mr. Jenniges stated that the cost for the foundation for banner poles is \$550.00 per foundation. Pre stressed concrete poles - \$1100.00 per pole x 20 feet long, not installed. The pole could be octagon in shape, charcoal in color to keep with the new lighting. Council discussed location of poles. Council discussed ways of paying for the poles and/or banners.

* Change order – Watermain on Main Street between Central and Ivy Ave. Mr. Jenniges reported that the watermain is sitting on top of the storm sewer and the state regulates that it must be at least 10 feet apart. Mr. Jenniges proposes that we replace the watermain along with this street project. He suggested that we place the watermain on the north side, which will be 10 feet from the sewer. The cost would be \$44,254.93; this would include curb, walkway on North side and upsizing the water services for 2 businesses. To include the Southside sidewalk there would be an additional \$9700.00 cost. Totaling \$53,954.93.

* Assessment: Will need to include the additional homeowners that are on this additional work. The home owners will be given a notice of the new assessment amount and then they could attend the final assessment hearing this fall.

- B. State Highway 23 Signs- Patti Plantenberg reported that she has spoken with the State DOT regarding business signage on Highway 23. These signs would direct people to the downtown area. Also the Richmond Community Park signs must be replaced. The D.O.T will be taking them down this fall. Ms. Plantenberg presented 3 options and is recommending option 1. She stated that an option might be to ask the Lions Club to donate money to pay for the parks sign and then looking to the City or the Civic & Commerce to help pay for the business signs. The Council discussed who would pay for the signs.
- C. 2014 Budget Review
Administrator Bode reviewed for the Council the preliminary 2014 budget. The Council will need to set the Levy at the next meeting and then certify the levy in December- they can lower the amount; they just can't raise the amount.
EDA – proposed budget is about the same as 2013.
Sheldon Lang reported on the Revolving loan fund – there will be an outside Company (DSI) handling the RLF – There is a need for seed money to establish a loan fund. Mr. Lang asked the Council to approve \$100,000.00 to have on hand for when the need arises. He stated that the City could start with \$30,000.00. The EDA would be responsible to accept or deny the loan application. The EDA would like it to be an item that they do not have to come to the Council every time they have a loan application, however the Council could set a cap.
Administrator Bode will draft a resolution for the Council to review at the next meeting.
Any questions on the budget refer them to Administrator Bode.
- D. Main Street - No Parking 2:00 a.m. to 5:00 a.m. – Limited Parking zone - Main Street: Grant to Ivy. Administrator Bode stated that a resolution would be ready to present at the next Council meeting.
- E. Other Matters of Concern and Related Items -
a). Administrator Bode stated that he will be on vacation from September 17th – 27th.
b). Council approve the Administrator realtors that the maintenance building would be available for sale if they had an interested buyer, however they will not advertise.
c). Police presence at Council meeting – Council discussed the idea
d). Jan 1st, 2014 will need to be changed due to holiday.

- e). Garbage – It was reported to the Council the a garbage hauler was picking up at 6:09 a.m. and then the recycling 6:49 a.m. Administrator Bode will speak with the hauler, but recommends that the residents call the hauler directly with any concerns or complaints.
- f). Fir & 2nd St. Weeds – Administrator Bode will contact the owner.

(Reconvene Council Meeting)

Council Meeting Agenda Continued

Item #4: Request for Council Action (additional purchase requests, allocations & transfers

Add:

1. Purchase 4-6 Banner Poles to be placed on Main Street
2. Water Main: Ivy to Central on Main Street with Sidewalk on both sides
3. Highway Signs not to exceed #3500.00 (seeking donations)
4. Authorize advertising for City snow removal 2 year contract

Motion made by Councilor Mackedanz, to authorizing Request for Council Action Items # 1, 2, 3, and 4 seconded by Councilor Evens. Motion carried.

Item #5: Other Matters of Concern and Related Items

None

Item #6: Adjournment

Mayor Kron asked for a motion to adjourn.

Councilor Paczkowski made a motion to adjourn, seconded by Councilor Mackedanz. Motion passed unanimously.

Mayor Kron declared the meeting adjourned at 9:04 p.m.

Respectfully Submitted,

Martin M. Bode
Administrator/Clerk/Treasurer