

**Meeting Minutes of the Richmond City Council**  
**August 6, 2018**  
**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; Tim Paczkowski, Michael Ricke; Larry Hokanson; Mike Mathiasen

Also present were: Tesa Tomaschett, City Administrator-Clerk; Gordon Dingmann, Public Works Director; Steve Kascht, Fire Chief; Randy Schackman, EMS Director; Chuck Merten, Fire Relief President; Connie Schmoll

**Item #2: Open Forum - none**

**Item #3: Approval of Agenda**

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

Add item #4 Highway 23 Coalition – Connie Schmoll presenting

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

**Item # 4: Highway 23 Coalition – Connie Schmoll**

Schmoll reviewed what the Coalition has been working on, and they are very excited about the turnout to the events. She reported that they received funding as part of the bond bill for the gaps. They are working on additional areas within the highway 23 Corridor, which runs from South Dakota to Duluth.

*Motion made by Councilor Hokanson to approve the advocate membership level of \$1500.00, seconded by Councilor Ricke. Motion passed.*

**Item # 5: Richmond Fire Relief Association**

Mayor Hemmesch read a written request from the Richmond Fire Relief Association requesting a city contribution for their retirement of \$11,000.00. Fire relief president Chuck Merten explained this is an annual request to the city and typically happens in August. Tomaschett explained that this is a budget item annually.

*Motion made by Councilor Hokanson to Approve the City's contribution of \$11,000.00 to the Relief Association retirement, seconded by Councilor Mathiasen. Mayor Hemmesch abstained. Motion passed.*

**Item # 6: Emergency Operations amended plan**

- a. Resolution 158-18: Adoption of the Amended Emergency Operations Plan.  
Council asked about adding another bus company, maybe out of the area, like Trobec's etc.  
Council stated they would like to see a mock drill of the plan.

*Motion made by Councilor Ricke to approve the Resolution 158-18: Adoption of the Amended Emergency Operations Plan, seconded by Councilor Paczkowski. Motion passed unanimously.*

*(Temporary recess to the Council Workshop)*

**Workshop Agenda**

**a. 2019 Budget**

Council reviewed requests from different departments.

The following would be additions to the Levy:

Fire:

- I. 2 new members - put on a budget line item
- II. EMT Training – onetime cost
- III. Pagers (\$13000) – CIP Item \$2000
- IV. PPE Turn out gear (\$75000) – CIP item \$5000
- V. Pumper 2 (new - \$500,000) – 0

2019 Street Project

- I. 2019 - \$20,000

- II. 2020 - \$40,000
- III. 2021 - \$60,000 pending on actual bond payment

Sewer

- I. Increase \$25,000

If all items are added to levy - the levy would total: \$691,800.00

Council discussed putting the money for items Fire # I & II into a training CIP.

***Motion made by Councilor Paczkowski to establish a training CIP fund and annually allocate \$6,500.00, seconded by Councilor Hokanson. Motion carried.***

Council discussed not itemizing PPE and pagers and equipment, they preferred having a fire equipment CIP fund.

***Motion made by Councilor Paczkowski to set \$12,000 annually in a fire equipment CIP fund, seconded by Councilor Ricke. Motion carried.***

Council asked the fire department to verify what PPE they have and what if any need to be replaced this year.  
Pumper 2 – Council asked what the plan is for pumper 2. Gordy stated he has it parked at the maintenance shop and that needs Council permission for him to take the Pumper apart to determine the problem. Council agreed to that and gave him the month he requested to bring this back to the Council meeting.

Council discussed the 2019 street project and the future bond payments.

***Motion by Councilor Ricke to establish a 2019 street project fund and allocate \$20,000.00, seconded by Councilor Hokanson. Motion carried.***

Council discussed the agreement to raise the sewer levy instead of the utility bill.

***Motion by Councilor Mathiasen to increase the sewer levy for bond payment by \$25,000.00, seconded by Councilor Paczkowski. Motion carried.***

*(Reconvene Council Meeting recess to the Council Workshop)*

**Item #7: Other Matters of Concern and Related Matters**

- a. Next Council meeting August 16, 2018 – Public hearing for 2019 street project
- b. City Hall closed September 3<sup>rd</sup> for Labor Day
- c. National Night out – August 7 6:30 pm.
- d. Council meeting Sept. 5, 2018

**Item #8: Adjournment**

Mayor Hemmesch asked for any additional items.

Hearing none Mayor Hemmesch declared the meeting adjourned at 8:21 p.m.

Respectfully Submitted,

Tesa Tomaschett  
City Administrator Clerk-Treasurer