

**Meeting Minutes of the Richmond City Council**  
**Wednesday, September 4<sup>th</sup> 2013**  
**City Council Meeting**

**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: Scott Kron, Mike Mathiasen, Pat Evens, Jeff Mackedanz, Tim Paczkowski

Also present were: Martin Bode, City Administrator; Randy Jenniges, City Engineer, S.E.H.; Gordy Dingmann, Public Works Director; Kevin Mooney, Parks & Arena Director; Michael Plantenberg; Brad Busse, Channel 10.

**Item #2: Approval of Agenda**

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

- A. Move #12 to after item #6
- B. 5b amended donation resolution
- C. Amend item #6b to state pay request #2

Mayor Kron asked for the Approval of the Amended Agenda.

*Motion made by Councilor Mackedanz to Approve Amended Agenda, seconded by Councilor Evens. Motion passed unanimously.*

**Item #3: Approval of the Meeting Minutes of August 7, 2013 and August 22, 2013**

Mayor Kron asked for any corrections or additions to the August 7<sup>th</sup> and August 22<sup>nd</sup>, 2013 minutes, hearing none, Mayor Kron asked for a motion of approval.

*Motion made by Councilor Evens to Approve the Meeting Minutes of August 7<sup>th</sup> and August 22<sup>nd</sup>, 2013, seconded by Councilor Mackedanz. Motion passed unanimously*

**Item #4: Approval of Bills**

Mayor Kron asked for a motion of approval of Bills.

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

**Item #5: Consent Agenda**

- A. Resolution 181-13 Approval of August 2013 Journal Entries
- B. Resolution 182-13 Approval of August 2013 Donations.
- C. Resolution 183-13 Approval of 1-4 Day Temporary Liquor License Sts Peter and Paul Schools 11.23.2013

D. Resolution 184-13 Approval of Tax Exempt Gambling for Knights of Columbus 11.23.2013

***Motion made by Councilor Paczkowski, to approve Consent Agenda, seconded by Councilor Evens. Motion carried.***

**Item #12: Other**

A. Main Street Parking – No Parking 2 a.m to 5 a.m

Consideration of Resolution 185-13 – Limiting Parking on Main Street

Consideration of Ordinance 2013-103 – Amending Parking Regulations

Consideration of Resolution 186-13 – Directing Summary Publication of Ordinance 2013-103

Council discussed the comments they had received: will this move the problem to another street and what about those that are at drinking establishments and leave car. The no parking would become effective as soon as the signs are posted. Law enforcement will give warnings/educate until January 1, 2014.

***Motion made by Councilor Evens, to approve Resolution 185-13 – Limiting Parking on Main Street, seconded by Councilor Mackedanz. Motion carried.***

***Motion made by Councilor Evens, to approve Ordinance 2013-103 – Amending Parking Regulations, seconded by Councilor Paczkowski. Motion carried.***

***Motion made by Councilor Mackedanz, to approve Resolution 186-13 – Directing Summary Publication of Ordinance 2013-103, seconded by Councilor Paczkowski. Motion carried.***

B. 2014 Budget

Consideration of Resolution 187-13 – Adoption of the 2014 Preliminary Tax Levy

Administrator Bode explained that the Levy is the same as 2013 \$614,134.00 and after approving this they are able to lower the budget but not raise it. Council discussed the budget and items that they may want to look at over the next few months.

***Motion made by Councilor Paczkowski, to approve Resolution 187-13 – Adoption of the 2014 Preliminary Tax Levy, seconded by Councilor Mathiasen. Motion carried.***

C. Richmond Public Library -Consideration of Resolution 188-13 – Rules of Behavior

Administrator Bode stated that the Librarian brought this to the Council for their approval.

***Motion made by Councilor Paczkowski, to approve Resolution 188-13 – Rules of Behavior Richmond Public Library, seconded by Councilor Evens. Motion carried.***

D. Richmond EDA Loan from City of Richmond

Administrator Bode, on behalf of the Richmond EDA, asked for a loan of \$40,000.00 seed money for the revolving fund. Council discussed the risks of these types of loans. It was reported that the EDA set a maximum loan amount of \$50,000.00. It was also reported that the EDA has an interested party looking at a \$20,000.00 loan.

Administrator Bode will bring a formal resolution to the October meeting.

***Motion made by Councilor Mackedanz, to approve the City's Sewer Enterprise Fund providing a five (5) year, no interest loan to the Richmond EDA in the amount of \$30,000.00, seconded by Councilor Mathiasen. Motion carried.***

E. 2013 Storm Brush Pile – Administrator Bode stated that there is a large brush pile from the June 2013 storm. He stated that the expense of dealing with this brush pile along with other City storm related expenses have been included with in an application that was sent into FEMA. He stated that we could spend \$2,000.00 - \$3,000.00 and have it chipped or have the City Department's do an organized burn. Council discussed the different options and decided to table the item until the October meeting.

**Item #6: 2013 Main Street Project**

A. Update – Randy Jenniges, City Engineer

Mr. Jenniges stated that the project is moving along. Next week the underground work on Main Street should be completed. Phase 3 will begin in about 2 weeks. He will be sending an update to those affected by Phase 3.

B. Resolution 189-13 Approving Pay Request No. 2

Mr. Jenniges stated he reviewed the items for payment of \$296,199.81 and needs Approval of Resolution to send to Stearns County to make second payment.

Mayor Kron asked for a motion approving Resolution 189-13 Approving Pay Request No.2

***Motion made by Councilor Mackedanz, to approve Resolution 189-13 Approving Pay Request No. 2 seconded by Councilor Evens. Motion passed.***

C. Council asked if the residents east of the bank that were added to the project were given a letter regarding the assessment. Me. Jenniges stated he is still working on the letter and would get that out to them soon.

D. Centennial Park Trail - Mr. Jenniges is recommending the final payment to Knife River for the work on the trail. This project is complete.

***Motion made by Councilor Evens, to approve Payment to Knife River for their work on Centennial Park Trail, seconded by Councilor Mackedanz. Motion passed.***

E. Poles on Main Street – Mr. Jenniges stated that he is waiting on the prices from the contractor as to the cost of putting electricity on the banner poles.

**Item #11: 2013 River Lake Days-** Michael Plantenberg, Committee Member

Mr. Plantenberg reported on the 2103 River Lake Days. He said that the committee met and discussed the positive items from this year, parade, fireworks, bands, log rollers, kiddee parade; also the 10K run was up 40 people from the previous year. He stated overall the event went very well.

**Item #7: Water Waster Water Report-** Written Report

Mayor Kron reviewed the report.

**Item #8: Fire Department Report** –Written Report

Mayor Kron read the report

The fire trucks should be moved back to the fire hall next week, after the sidewalk is finished.

Mayor Kron thanked the firefighters who worked on Saturday tearing down the loft in the fire hall that had sustained severe water damage, earlier this year.

**Item #9: Parks and Arena – Director Kevin Mooney**

Mr. Mooney gave his report.

- A. Parks: Due to the lack of rain they have just been maintaining the weeds and watering the soccer fields. They are also now watering the trees at Centennial Park, a few trees need to be replaced and they will do this when the weather changes (need rain)
- B. Mr. Mooney stated he put \$700.00 in the 2014 budget for surveying the Lions Park, which will be done in the spring of 2014.
- C. AMC: The concert season went well this year. They are currently looking for new members for the committee, especially those who have an interest in arts and crafts. Due to the 2013 Main Street Project, they cancelled the music for the Oktoberfest for this year. The plan is to have it again next year.
- D. Arena: The concessions will now be back under the parks department. Mr. Mooney is advertising for workers. Ice will be in around September 19, 2013. The boy's high school holiday tournament has been cancelled.
- E. Trails: The Glacial Lakes Trail construction should be starting soon and the completion is set for the end of October.
- F. Parks Advisory Group: The group met August 19<sup>th</sup> to discuss what each group is doing and what their scheduling needs are and how the arena and parks of Richmond can help them out.

**Item #10: Streets Department – Director Gordon Dingmann**

Mr. Dingmann gave his report

- A. Air patching: He will be finishing this up over the next few weeks.
- B. Snow Plowing: He is getting the snowplow ready for the upcoming season. He will need to do some sanding and welding on the truck.
- C. Painting the Fire Hall – he will be doing this after hall avenue is completed.
- D. One Ton – needs some repairing
- E. Hydrants: he has been picking up the old ones
- F. Weeds in the streets – Mr. Dingmann stated that he started mowing the streets and will finish this fall.

**Item #13: Council Reports**

- A. EDA – Councilor Evens reported that the EDA is making a list of all available property. Will put the list on the website.
- B. Planning Commission- Council Mackedanz reported that the next meeting is September 26<sup>th</sup> p.m.
- C. Parks/Rocori Trail – their meeting is Thursday September 5, 2013.
- D. Tri City Cable – Mayor Kron stated that they had a meeting approving the hiring of the new staff member.
- E. The police chief hiring committee – Councilor Mathiasen reported that the committee had their first meeting. He stated that they are in the information gathering stage and they will discuss the information at the September 18<sup>th</sup> meeting, 6:00 p.m. in Cold Spring. The committee has not set a time table for hiring the Chief.

**Item #14: Request for Council Action** – none at this time.

**Item #15: Other Matters of Concern and Related Matters** –

- A. Council reminded those using the Compost to take there bags with them and keep the area neat. Also reminded people to get a compost pass.
- B. Mayor Kron thanked everyone for there patience during the remainder of the construction process.

**Item #16: Adjournment:**

Mayor Kron asked for a motion to adjourn.

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

Mayor Kron declared the meeting adjourned at 8:30 p.m.

Respectfully Submitted,

Martin M. Bode  
Administrator/Clerk/Treasurer