

**Meeting Minutes of the Richmond City Council
September 19, 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, Tim Paczkowski, and Kymberly Craven

Council Members noted as being absent: Mike Mathiasen

Also present were: Tesa Tomaschett, City Administrator/Clerk-Treasurer; Dave Blommel, SEH, City engineer; Jason Murray, David Drown Associates; Heidi Stalboerger, Wakefield Township; Randy Shackmann, Richmond EMS Director

Item #2: Open Forum –

Item #3: Approval of Agenda

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

Item #4 d.: Resolution 166-19: Hiring of Seasonal Workers for the River Lakes Civic Arena Ice Season

Item #5: Ivy Ave update- Dave Blommel

Item #6: Refunding 2012A- Jason Murray

Item #11: Arena Update

Item #12: Lion Park annexation update

Item #13: City hall storm damage

Motion made by Councilor Paczkowski to approve the Agenda with additions, seconded by Councilor Evens. Motion passed

Item #4: Consent Agenda-

- a. Resolution 163-19: Approval of Adoption of the 2020 Preliminary Tax Levy
- b. Resolution 164-19: Authorization of Exempt Gambling Permit for River Lakes Hockey
- c. Resolution 165-19: Authorization for Lawful Gambling Exempt Permit Application by Midwest Outdoors Unlimited Richmond Chapter on January 20, 2020, at Haffley's Bar
- d. Resolution 166-19: Hiring of Seasonal Workers for the River Lakes Civic Arena Ice Season

Motion made by Councilor Evens to approve the Consent Agenda seconded by Councilor Paczkowski. Motion passed

Item #5: Ivy Ave update-

Dave Blommel with SEH gave the council an update on Ivy Ave improvements. The cost of the project will more than likely be higher than what the bid came in at. A large section needed more black dirt removed and more gravel added. Numbers are not in yet to give an estimated cost.

Item #6: Refunding 2012A- Jason Murray

Jason Murray with David Drown Associates informed the city council that bond 2012A is at the time where it could be refinanced. Depending on the new interest rates, there could be a savings of \$60,000 but a cost of about \$9,500 to have the broker do the refinancing. Tomaschett noticed that the new revised numbers show the term being pushed out 5 years longer than current bond, Jason will double check on the terms.

Motion made by Councilor Evens to approve Resolution 167-19 RESOLUTION APPROVING THE ISSUANCE OF UP TO \$1,155,000 G.O. IMPROVEMENT AND WATER REFUNDING BONDS, SERIES 2019A SUBJECT TO THE APPROVAL OF THE MAYOR AND CITY CLERK-TREASURER AND RATIFICATION BY THE CITY COUNCIL, seconded by Councilor Paczkowski. Motion passed

(Temporary Recess for Council workshop)

Workshop Agenda

Item #7: EMS-

Randy Shackmann, EMS Director presented a first draft Stearns County Mutual Aid Agreement for Emergency Management and Homeland Security. This agreement has been given to cities to be reviewed with city council. The agreement was formed by St. Cloud's city attorney and the League of MN Cities. Once cities agree to it, a final draft will be presented and formally be approved by the city council.

Item #8: Temp part-time interim

A notice has been published on League of MN Cities website, Cold Spring Record, and emailed to individuals on League of MN Cities list. Tomaschett received some feedback for interested parties about the financial concerns of carrying individual liability insurance. Tomaschett presented three options to the city council: option 1, the city pays for liability insurance during the duration of time worked, estimated around \$500 and recommended by city attorney. Option 2, start over and advertise for a temporary employee which then the individual can be under the city's coverage. Or option 3, see if a temp service is available. Tomaschett also reported that it would cost \$399 to have St. Cloud Times post the notice online for 30 days which would hit about 1300 different websites.

Motion made by Councilor Evens to approve option 1 and the \$399 advertising, seconded by Councilor Craven. Motion passed

Item #9: Department heads-

The city council discussed having monthly summary reports given at each monthly televised meeting which will be done either verbally or in written form. Job descriptions will be updated to follow policy.

Item #10: 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. Numbers show that it's very slow on this day. He asked if the council would like to shorten or eliminate the Friday hours. It was clarified that office staff did not make this request. City council decided to keep hours as is.

Item #11: Arena Update-

The new condensing unit has been installed and is running to cool down the arena. Ice will be going in shortly for the season. A full report will be given at October 2nd meeting. Councilor Evens requested to get a count on dry floor event rentals from April to September. Tomaschett informed the city council that information was given at the May 1st meeting but will verify the numbers haven't changed.

Item #12: Lion Park annexation update

Tomaschett reported that Wakefield Township denied the city's orderly annexation request for Lion's Park.

Item #13: City Hall storm damage-

City hall was struck by lightning on September 17th storm. The phone system's processing board, copier/printer, router, and switchboard were all fired. Tomaschett has already notified insurance agent and is gathering costs for the claim.

(Reconvene Council Meeting)

Item #14: Other Matters of Concern and Related Matters

- a. Next Meeting: October 2, 2019 at 6:30 p.m.

Item #15: Adjournment

Mayor Hemmesch asked for any additional items.

Hearing none Mayor Hemmesch declared the meeting adjourned at 7:21 p.m.

Respectfully Submitted,

Tesa Tomaschett
City Administrator/Clerk-Treasurer