

**Meeting Minutes of the Richmond City Council
October 17, 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, and Mike Mathiasen

Council Members noted as being absent: Tim Paczkowski, and Kymberly Craven

Also present were: Tesa Tomaschett, City Administrator/Clerk-Treasurer; Heidi Stalboerger, Wakefield Township; Randy Schackmann, EMS Director; Shawn Garding, Wakefield Township; and Steve Kascht, Fire Chief

Item #2: Open Forum – none

Item #3: Approval of Agenda

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

Item #5: DEED- Small Cities

Item #8: Fire- Pumper 2 quotes

Item #9: Phone upgrade

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

(Temporary Recess for Council workshop)

Workshop Agenda

Item #4: Stearns Intra-County Mutual Aid Agreement for Emergency Management & Homeland Security

Councilor Evens would like the wages, benefits, and insurance to be looked into before moving forward with the agreement. Will there be a rate put in place for each city to use or are the rates set by each city? Who will cover benefits and insurance? Randy Schackmann will look into these questions and bring back information.

Item #5: DEED- Small Cities Grant Survey

Dave Blommel with SEH informed Tomaschett that there a \$600,000 grant through Small Cities-DEED that could help with the city's street project, the application is due November 15. In order to qualify, the city must have 51% of the people with low to medium income and right now the city is sitting at 43%. Dave is suggesting we send out a survey in the next week to the properties involved in the project to see if we can raise the percentage. Councilor Evens ask if just the properties on the project will be enough or should surveys be sent to Maple Apts and Cherrywood. Tomaschett said she will ask Dave and go from there. It was agreed to move forward with the survey in hopes to qualify for the grant.

Item #6: Temp part-time interim proposals

The city received two proposal for the interim position. One from Joel Dhein and from Sunny Bjorklund Schultz. Joel is requesting \$65/hr and be compensated for drive time. Sunny is requesting \$40/hr for up to 16 hours onsite and 8 hours offsite, \$35 for anything over either category. The council reviewed both resumes. They discussed allowing 20 hours for Tomaschett to work with the individual before going on leave.

Motion made by Councilor Mathiasen to accept Sunny Bjorklund-Schultz proposal and allow 20 hours of 'training' hours with Tomaschett, seconded by Councilor Evens. Motion passed

Item #7: 388 4th St SW Project

At the November 29, 2018 meeting Hemmesch proposed to Jill's Café 2 EDUs and water meter to be paid over 5 years at 0% interest and pay the building permit upfront. Since an actual motion was never made, Tomaschett needs direction on how to proceed on this. Councilor Evens expressed that he didn't like that policy was not follow but since Nilson were told this information it is hard to change it now. Tomaschett will send the information to Stearns County so it can be paid through property taxes.

Motion made by Councilor Evens to charge Jill's Café 2 EDU and the water meter to be paid over 5 years at 0%, seconded by Councilor Mathiasen. Motion passed.

Item #8 Fire-Pumper 2 quotes-

Chief Kascht had Renegade Trucking quote the cost for repairing passenger side rear brakes in Pumper 2, which will cost \$1,676.58. He then had Renegade Trucking quote the cost to repair both rear brakes, which will cost \$3,153.16.

Motion made by Councilor Evens to approve the quote to repair both rear brakes for \$3,153.16, seconded by Councilor Mathiasen. Motion passed.

Chief Kascht received a quote to replace the 4 batteries and connectors in Pumper 2 from Schaefer's Auto Electric. It will cost \$120 per battery and \$10-12 per connector, so it could cost between \$560-576. Councilor Evens asked what Renegade Trucking would cost since the pumper will already be there for repairs and is local. Chief Kascht did not know but would find out.

Motion made by Councilor Evens to approve having Renegade do the batteries and connectors as long as they are within \$50 of Schaefer Auto Electric and use Interstate batteries, Councilor Mathiasen. Motion passed.

Item #9: Phone upgrade-

Tomaschett received a quote for new phone system for city buildings. The insurance adjuster advised us to look into it since costs would be about the same to repair. Arvig will upgrade our phones but we would have to get internet services through them instead of Midco. Tomaschett didn't get a chance to see if we have an agreement with Midco and if we do if we can get out of it. Two quotes were given, one for owning the system which will cost \$404.40 a month with \$949.50 in installation fees. And the other is leasing the system which will cost \$427.76 a month with \$150.00 in installation fees. Concerns of speed difference between Arvig and Midco were brought up. The city does receive franchise money from both companies, but they are fees paid by the customers. Tomaschett was never told ahead of time that internet would be a must if they updated the phones until she received the quote. Councilor Evens expressed that since Arvig is a taxpaying business that we should go with them.

Motion made by Councilor Evens to make the change to Arvig as long as there are no hidden costs, seconded by Councilor Mathiasen. Motion passed

Item #10: Sewer Survey-

The first draft of the sewer survey was email out for review prior to the meeting. Tomaschett asked council if they had any changes, questions, or concerns. Councilor Mathiasen questioned if we wanted to have questions on the survey with potential costs and fees. Tomaschett explained that we need to be upfront right away that the project won't be free and there will be bi-monthly fees moving forward. We don't want a bunch of yes surveys and then have a bunch of properties back out when its too late because they didn't know about the costs/fees. Councilor Evens asked if the lake association had any input on the survey. Tomaschett couldn't answer, the Watershed District was supposed to contact them.

Item #11: AED SaveStation committee member

Since the last meeting Kymberly has offered to sit on this committee unless someone else would like to. There were no objections so Kymberly will be Richmond's representative. Mayor Hemmesch asked how many AED stations are planned to be put out. Richmond was awarded the 10 AEDs as of now and would be sharing them with Cold Spring. Cold Spring will receive some, we just don't know when or how many at this time. CentraCare is trying to find more money within their budget so they can award more.

(Reconvene Council Meeting)

Item #12: Next Council Meeting is November 6, 2019 at 6:30 p.m.

Tomaschett reminded council of public hearing at the next for annexation. The property owner is annexing in so they can have city services and plans to be hooked up before end of the year.

Item #13: Adjournment

Mayor Hemmesch asked for any additional items.

Hearing none Mayor Hemmesch declared the meeting adjourned at 7:34 p.m.

Respectfully Submitted,

Tesa Tomaschett
City Administrator/Clerk-Treasurer