

**Meeting Minutes of the Richmond City Council  
November 6, 2019  
City Council 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; Pat Evens; Kymberly Craven; and Mike Mathiasen

Also present were: Tesa Tomaschett, City Administrator-Clerk; Dave Blommel, SEH; Bon Hill-Simmons; Maranda Theis; Joel Vogel; Tammy Paczkowski; Wendy Gilk; Sunny Bjorklund Schultz; Audrey Nierenhausen; Brent Neisinger; Jason Blum; Eric Boucher; Greg Stang, People Service; and Cliff Johnson

**Item #2: Open Forum:** Cliff Johnson with the Cold Spring Area Historical Society, informed the public that there will be a history series speaker on December 6 at 9:30 a.m. at the ROCORI DEF building. Refreshments will be served and Museum will be open. Greg Stang with PeopleService briefly informed the council that Chad Johnson no longer will be working for PeopleService. Greg will make sure Richmond is covered by myself and part-time employees while finding a full-time replacement.

**Item #3: Approval of Agenda with Addition/Deletion**

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

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

**Item # 4: Approval of the Meeting Minutes of October 2 and October 17, 2019**

Mayor Hemmesch asked for any corrections or additions to the minutes.

Mayor Hemmesch asked for a motion of approval.

*Motion made by Councilor Evens to approve the Meeting Minutes of October 2 and October 20, 2019 minutes, seconded by Councilor Mathiasen. Motion passed.*

**Item # 5: Approval of Bills Paid**

Mayor Hemmesch asked if there were any questions or comments.

Mayor Hemmesch asked for a motion of approval of Bills Paid.

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

**Item #6: Consent Agenda (approved by one motion)**

- a. Resolution 172-19 - Approval of October, 2019 Journal Entries
- b. Resolution 173-19- Approval of Donations / Contributions for October, 2019
- c. Resolution 174-19- Approval of Local Government Resolution (for DEED grant)
- d. Acceptance of PeopleService October, 2019 report

*Motion made by Councilor Evens to Approve the Consent Agenda, seconded by Councilor Craven. Motion passed.*

**Item #7: Public Hearing: Annexation Request for 9.80 acres**

**Applicant:** Bon and Melissa Hill-Simmons

**Property Address:** 153 Dutch Ave SW

- a. Consideration of Ordinance 2019-100: Annexing of Land in Munson Township- parcels 23.14326.0054 & 23.13632.0000

**Mayor Hemmesch opened the public hearing at 6:38 pm**

Mayor Hemmesch asked for any comments or questions.

Mayor Hemmesch asked for any further comments (3x's) hearing none, Mayor Hemmesch closed the Public Hearing at 6:40 pm.

*Motion made by Councilor Paczkowski to approve Ordinance 2019-100 Annexing of land in Munson Township, seconded by Councilor Mathiasen. Motion carried*

**Item #8: Sunny Bjorklund Schultz**

Sunny, who will be the interim was present to introduce herself to the council

### **Item#9: AED presentation**

Eric Boucher with Cold Spring Richmond Police and Joel Vogel with Advocates for Health gave a presentation on the AEDs and SaveStations that are being put up in both Richmond and Cold Spring. A brief demonstration on how user friendly the station and AEDs are to use for first time users. The Committee is still looking for donations or sponsors for the SaveStations themselves. Enough funds have been raised to install a station at City Hall and Richmond Lion's is sponsoring one at A&W. Sponsorship is still available for the city hall station.

- a. Approval of Joint Resolution for accepting award of AED grant and the distribution of the AED unit.

*Motion made by Councilor Evens to Approve the resolution for accepting the award of the AED grant, seconded by Councilor Craven. Motion passed.*

*Motion made by Councilor Paczkowski to approve the installation of an AED at City Hall, seconded by Councilor Mathiasen. Motion passed.*

### **Item#10: City Engineer- Dave Blommel**

Dave Blommel reported that an income survey was sent out to all properties to be affected by the street project. This survey is needed in hopes to qualify for a \$600,000 grant through DEED. Dave is asking everyone who received the survey to please fill it out and return to the city. If a property feels they should have received a survey but did not, they should call city hall to get a copy of one to be filled out. The deadline for the application is November 15<sup>th</sup>.

### **Item #11: Department Reports**

- a. **Police Department** – Chief Blum reported there were 112 incidents for the month of September, 9 medicals, 7 suspicious activities, 37 traffic, 4 narcotics violation and 1 alcohol violation, 59 misc. calls. Reminder of the winter parking ordinance. No parking on streets from 2:00 a.m. to 6:00 a.m. after a snowfall during the month of November 1 to March 31. Citation will be given to any vehicles on the streets while plows are out. Stolen vehicles have been taken between St. Cloud and Willmar. Remember to lock vehicles and do not leave keys in vehicle. Speed truck is getting to the end of season so if there is one last location for it to go please let Chief Blum now. AED savestations were covered earlier in the meeting. A one vehicle crash happened on Main Street, taking out the city's street light. Crash is still being investigating and new light has been ordered to be replaced. The city does have the individual's insurance information to pay for the light.
- b. **Park/Arena Department-** Mayor Hemmesch read the report from Kevin Mooney. Arena is in operation at this time. High school games will be starting in later November. All staff are trained and work shifts. Weekends have been very busy with games and tournaments. A leak was discovered in the sprinkler system. The system is currently down while waiting for repairs. Centennial and Royals Parks will be closed and winterized on November 1<sup>st</sup>. The drinking fountain and air compressor at the Trail Pavilion have been winterized, but that facility will continue operating through the winter months. All Blue Bike were stored at Centennial pavilion in middle of October. The worn boards at the outdoor skating rink have been replaced and all the boards have been painted. We will again put in the outdoor ice once weather permits. The portable toilet has been removed from Rich-River Nature Park. We will look into ground restoration this winter and possibly bring material and rock down during the winter months for work next spring. We need to secure the shore line and build up the picnic area grounds. No November ROCORI Trail meeting. Councilor Mathiasen asked if some other lighting could be done with crosswalk by arena and post office. It is very busy there at night and hard to see.
- c. **Fire Department-** No report. Councilor Evens asked what the monthly calls were and where the repairs on the pumper are at. Tomaschett has not been given monthly calls information and repairs have been schedule but not done yet.
- d. **Public Works-** No report. Councilor Evens asked if the city's catch basins have been cleaned out yet. Tomaschett stated they have been started but not finished yet. Councilor Evens brought up snow plowing contract. Tomaschett informed the council that the city has a three-year agreement with Gertkens which will take us through this snow season. They can look at making changes to the agreement when it goes out for bids next summer.

### **Item #12: Council Reports**

- a. **EDA-** Next meeting 11/19/19. EDA met to review their future project list and the costs of those projects. Right now, it would be impossible for them to do all items at once since the funds are not there. The EDA will prioritize the list and work on project while funds allow them to do so.
- b. **Planning Commission-** No October meeting. None scheduled for November at this time.
- c. **Rocori Trail-** Next meeting 11/7/19 if needed.

- d. **Tri-City Cable:** Looking at livestream school sports events. Right now, checking on the cost of doing so and what options are available. Some equipment may need to be updated to do all of this.

**Item #13: Next Meeting: November 21, 2019 at 6:30 p.m.**

- a. January 1, 2020 meeting

Since the first meeting in January 2020 falls on a holiday, Tomaschett asked when the council would like to reschedule it for.

Discussion was to move it to January 2, 2020.

- b. TreeMendous Night is December 6, 2019

***Motion made by Councilor Paczkowski to approve street closure application for TreeMendous Night, seconded by Councilor Mathiasen. Motion carried.***

Council also discussed getting 800 hotdogs ordered for the event.

Compost site will be open until November 1<sup>st</sup>, weather permitting.

**Adjournment**

Mayor Hemmesch asked for any additional items.

Hearing none Mayor Hemmesch declared the meeting adjourned at 7:40 p.m.

Respectfully Submitted,  
Tesa Tomaschett, City Administrator Clerk-Treasurer