

**Meeting Minutes of the Richmond City Council
November 29, 2018
City Council Special 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; Larry Hokanson; Michael Ricke; Mike Mathiasen
Council Members absent: Tim Paczkowski

Also, present were: Tesa Tomaschett, Administrator/Clerk-Treasurer; Dave Blommel, City Engineer, SEH; Dean and Trish Nilson, Jill's Cafe

Item #2: Open Forum - none

Item #3: Approval of Agenda

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

Motion made by Councilor Mathiasen to approve the Agenda, seconded by Councilor Hokanson. Motion passed unanimously.

Item #4: 388 4th St. SW Development

- Nilson Properties, Inc. DBA Jill's Café made a written request to have TIF for 10 years; Enhancement Program for removing overhead powerlines; building permit cost at a flat rate of \$1000; and SAC/WAC for flat rate of \$1000. Tomaschett informed them that TIF can only be a max of 9 years and from what she read in enhancement policy, the powerlines did not fit under eligible costs.
- An estimated cost for building permit was \$8086 which did not include meter, SAC/WAC, or building incentive of \$2500. With our city code which is always the MN code, it is calculated for Jill's Café to be charged 15 EDUs which is financial not feasible for anyone. Estimated numbers were given to the council to review for 15 EDUs, 5 EDUs, 4 EDUs, and 3 EDUs.
- TIF district can take 3-4 months to form and will cost around \$5500 but Jill's Café is projected to receive \$7300 in tax credits. Dean and Trish will let Tomaschett know if they want to proceed.
- A 2-inch water meter is around \$1480, 1 SAC is \$4950, and 1 WAC is \$2275. Council asked for the numbers for 2 EDUs. A suggestion was to have building permit paid upfront since City is charged for that and defer out the SAC/WAC. Council suggested charging 2 EDUs, Ricke thought 3 EDUs should be charged based on how things were handled with A&W.
- Jill's Café purchased a non-taxable lot from DNR which will now be a taxable lot for the city.
- 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. The council will take the next steps at next council meeting needed for TIF if Jill's Café decides to move forward.

Item #5: Resolution 183-18- Approval of hire for Deputy Clerk

Motion made by Councilor Hemmesch to approve Resolution 183-18- Approval of hire for Deputy Clerk, seconded by Councilor Hokanson. Motion passed unanimously.

Item #6: Resolution 184-18- Authorization of salary increase for full and part time employees

Motion made by Councilor Hokanson to approve Resolution 184-18- Authorization of salary increase for full and part time employees, seconded by Councilor Mathiasen. Motion passed unanimously.

Item #7: New Full-time Position- Arena/Maintenance Asst. job description

Tomaschett reported that tentative plan is to advertise for position in January, 2019 with start date of March 1, 2019.

Item #8: Other Matters of Concern and Related Matters

- Next Council meeting December 5, 2018 at 6:30 pm Truth n Taxation Hearing

Item #9: Adjournment

Mayor Hemmesch asked for any additional items.

Hearing none Mayor Hemmesch declared the meeting adjourned at 7:30 p.m.

Respectfully Submitted,
Tesa Tomaschett
Administrator/Clerk-Treasurer