

**Meeting Minutes of the Richmond City Council  
December 4, 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; Pat Evens; and Mike Mathiasen

Council Members noted as being absent: Tim Paczkowski; Kymberly Craven;

Also present were: Tesa Tomaschett, City Administrator-Clerk; Dave Blommel, SHE; Tammy Paczkowski; Sunny Bjorklund Schultz; Jason Blum; Jan Philips; Wendell Giese; Mary Huette; Heidi Stalboerger; Gordon Dingmann, Public Works Director; Chuck Merten

**Item #2: Open Forum:** none

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

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

Item #6 d. Resolution 183-19- Approval for a loan from General fund to the River Lakes Civic Arena fund for the condenser unit replacement

Item #9 a. Resolution 184-19- Approving Grant Application & Construction of pickleball courts with Chain of Lakes Paddlers

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

**Item # 4: Approval of the Meeting Minutes of November 6 and November 21, 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 November 6 and November 21, 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 Evens to Approve the Bills, seconded by Councilor Mathiasen. Motion passed.*

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

- a. Resolution 179-19 - Approval of November 2019 Journal Entries
- b. Resolution 180-19- Acknowledging and Accepting Legal Representation and 2020 Rates
- c. Acknowledge PeopleService November 2019 Written Report
- d. Resolution 183-19- Approval for a loan from General fund to the River Lakes Civic Arena fund for the condenser unit replacement

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

**Item #7: 2020 Budget- Truth n Taxation Public Hearing- Comments**

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.

- a. Resolution 181-19 Adoption of the 2020 Annual Operating Budget and Supplemental Capital Budget

*Motion made by Councilor Mathiasen to approve Resolution 183-19 Adoption of the 2020 Annual Operating Budget and Supplemental Capital Budget, seconded by Councilor Evens. Motion passed.*

**Item #8: City Engineer- Dave Blommel**

City Engineer Blommel reported that the City did not receive a sufficient number of responses to qualify for grant consideration this year, but said the responses received will be added to additional ones that might come in for a 2020 application. Blommel said

responses by 178 people were needed, but only about 40 were received. While there are restrictions to the funding, Blommel said the potential savings of \$600,000 off the top of the project would certainly be helpful. He encouraged that people respond even if they are uncertain whether or not they meet the financial requirement; responses are confidential.

#### **Item#9: Pickleball Courts**

Representatives of the Chain of Lakes Paddlers were on hand to review a written report of their activities to date, including the increase in membership; fundraising efforts completed and planned; marketing and construction plans.

The group expressed appreciation for the City's support thus far and were very excited about their plans, in particular, the matching grant application to be submitted to the DNR in March. The group was advised that the City would like to see a more final application prior to its submittal.

- a. Resolution 184-19- Approving Grant Application & Construction of pickleball courts with Chain of Lakes Paddlers

*Motion made by Councilor Evens to approve Resolution 184-19- Approving Grant Application & Construction of pickleball courts with Chain of Lakes Paddlers, seconded by Councilor Mathiasen. Motion passed.*

#### **Item#10: Resolution 182-19 Authorization of salary increase for all full and part time employees**

Council was asked to consider Resolution 182-19 authorizing pay increases for all full and part-time employees. Discussion ensued amongst the three Council members present and the City Administrator.

*Motion made by Councilor Mathiasen to approve Resolution 182-19 Authorizing pay increases for all full and part-time employees, but with no second, the motion failed.*

#### **Item #11: Snow Emergency Overtime/Comp time policy**

Staff presented a proposed overtime/comp time policy for hourly employees during the snow emergency period. Because the weather can be unpredictable when it comes to snow events, there may be times when it is not practicable for employees to use comp time within a given pay period, particularly when work associated with a snow event straddles a pay period. In an effort to control costs associated with overtime, staff recommends adoption of the proposed policy.

*Motion made by Councilor Evens to approve snow emergency overtime/comp time policy, to be entered into the employee handbook and with monthly reporting of hours banked per employee. Motion seconded by Mayor Hemmesch. Motion passed*

#### **Item #12: Department Reports**

- a. **Police Department** – Chief Blum reported there were 94 incidents for the month of October, 4 medicals, 5 suspicious activities, 38 traffic, and, 47 misc. calls.
- b. **Park/Arena Department-** Mayor Hemmesch read the report from Kevin Mooney, which included the following items relative to the arena:
  - i. With the Rocori Football team playing in the state championship, some games have been rescheduled and practices are being altered as some students play both football and hockey;
  - ii. The refrigeration system and Zamboni are performing well, but the fire suppression system is problematic. Quotes are being solicited to replace all main piping of the system as it is over 20 years old and rusting from the inside out and an alternative to the compressed air method is being investigated;
  - iii. The longer Christmas break means more open ice sessions than usual;
- c. **Public Works** – Gordy Dingmann provided his report to the Council noting specifically that as a result of the most recent safety audit, we are unable to use equipment owned by the City to hang decorations. Dingmann is coordinating with the City of Cold Spring to use their boom truck to install the decorations.
- d. **Fire Department-** Mayor Hemmesch read the report from Steve Kascht, which noted, in part, that there were 128 calls for the department, 4 of which were fires and of those 4, 3 were mutual aid.

#### **Item #13: Council Reports**

- a. **EDA** – Councilor Mathiasen, who chairs the EDA, reported that the EDA meeting of November 19<sup>th</sup> was quite productive as the group reviewed the results of their individual views for prioritizing projects. Mathiasen stated that it had been a most helpful exercise along with the financial information provided by City Administrator Tomaschett.
- b. **Planning Commission-** No November meeting

**Item #14: Other Matters of Concern and Related Matters**

- a. Tree-Mendous Night- December 6th starting at 5 p.m.
- b. Holiday Hours- Closing at 12:00 p.m. on December 24 -Closed on December 25

**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