

**Meeting Minutes of the Richmond City Council
December 2, 2015
City Council Meeting and Workshop**

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, Josh Worm, Mike Mathiasen
Also present were: Martin Bode, City Administrator; David Drown, David Drown and Associates; Cold Spring/Richmond Police Department- Officer's - Jason Spoden, Chad Vogt, Jason Bloom; Brad Busse, Channel 10;

Council Members noted as being absent: Tim Paczkowski

Item #2: Approval of Agenda

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

Add: Item 4 Police Report

Remove: Item 5 E, F

Add: Item 11 Resolution 184-15

Mayor Hemmesch asked for a motion to approve the agenda.

Motion made by Councilor Worm to approve the Agenda with changes, seconded by Councilor Evens. Motion passed unanimously.

Item #3: Approval of the Meeting Minutes of November 4 and November 19, 2015

Mayor Hemmesch asked for any corrections or additions to the November 4 and November 19, 2015 Minutes.

Mayor Hemmesch asked for a motion of approval.

Motion made by Councilor Evens to Approve the Meeting Minutes of November 4 and November 19, 2015 seconded by Councilor Mathiasen. Motion passed unanimously.

Item #4: Approval Bills Paid

Mayor Hemmesch asked if there were any questions or comments.

Asked about repair bill on Arena furnace – Bode explained this was the work done on the old furnace before replacing the furnace.

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

Motion made by Councilor Worm to Approve the Bills, seconded by Councilor Evens. Motion passed unanimously.

Item #4B: Police Report – Sgt. Jason Bloom

Bloom reviewed the September report.

Bloom introduced Jason Spoden, who is moving to the float/investigator position and Chad Vogt (newest full time officer, will begin full time January, 2016)

Item #5: Consent Agenda

- a. Resolution 178-15 Approval of November 2015 Journal Entries
- b. Resolution 179-15 Acceptance of November 2015 Donations
- c. Resolution 180-15 – Approval of Tax exempt Gambling Permit Midwest Outdoor Unlimited January 28th 2016 at Haffley's
- d. Acknowledge PeopleService November written report

Mayor Hemmesch asked for a motion to approve Consent Agenda.

Motion made by Councilor Evens to approve Consent Agenda, seconded by Councilor Worm. Motion passed.

Item #6: 2016 Budget – public comments

- a. Resolution 181-15 Adoption of the 2016 Annual Operating budget and supplemental Capital Budget

Mayor Hemmesch asked for any comments from the public, hearing none, Mayor Hemmesch asked for a motion to approve 2016 Budget.

Motion made by Councilor Evens to approve 2016 Budget, seconded by Councilor Mathiasen. Motion passed.

Item #7: PFA WWTP Refinancing – David Drown

- a. Resolution 183-15 Approval of Refinancing PFA WWTP Bond and action steps required.
Drown explained the PFA WWTP Bond and the action that needs to be taken to keep up with the Bond and the debt. Drown explained that the revenue comes from the sewer bill sent to residents. The lack of development has had an impact on the debt. The revenue has been fairly stable and the expenses have increased. Drown reviewed the financial report. He reported that we will see an annual loss of approximately \$250,000.00, due impart to lack of development and lack of rate adjustment for the sewer.

Drown recommended that the City increase the sewer rates.

Drown explained that our target revenue should be \$412,000.00 (currently it is @ \$275,000)

Drown outline 3 options:

1. Raise the base charge (leave the use charge the same) to \$25.00 per month
2. Raise the usage charge (leave the base rate the same) to \$13.90 per 1000 gallons.
3. Base rate for sewer be the same as water \$47.00 per 2 months, and raise the usage fee by \$.70
4. Use property taxes to make the payments.

Drown stated that he recommended that the sewer bill change from the current \$50.00 per month to approx. \$70.00 per month.

Drown explained that he and Bode met with the PFA Bond staff and discussed restructuring the Bond. This would remove the increase in bond payment amount scheduled to happen in 2017. They will be meeting with the PFA Board in December and will need to have a plan by the Council before that. Drown reviewed Resolution 183-15 and recommended that the Council approve this resolution.

Mayor Hemmesch asked for a motion to approve Resolution 183-15 Approval of Refinancing PFA WWTP Bond and action steps required.

Motion made by Councilor Evens to approve a. Resolution 183-15 Approval of Refinancing PFA WWTP Bond and action steps required, seconded by Councilor Mathiasen. Motion passed.

- b. Resolution 182-15 Approval of Reimbursement of 2018 Street project
Drown explained if we outline the anticipated expenses for the upcoming 2018 street project and the Council approves this resolution we will be able to use GO Bond, on any project we do between now and the 2018 project.

Mayor Hemmesch asked for a motion to approve Resolution 182-15 Approval of Reimbursement of 2018 Street project.

Motion made by Councilor Evens to approve Resolution 182-15 Approval of Reimbursement of 2018 Street project, seconded by Councilor Mathiasen. Motion passed.

Item #8: Public Hearing – 19864 2nd St NE and 19822 2nd St NE – voluntary annexation

- a. ***At 7:19 Mayor Hemmesch Opened hearing for public comment***
City Attorney Matthew Loven reviewed the applications from the two property owners.
- b. Close public hearing
Mayor Hemmesch asked for any comments (3x's), hearing none he closed the public hearing at 7:20 pm.
- c. Consideration of Ordinance 2015-104 Annexing of land at 19864 2nd ST NE and 19822 2nd St NE

Council asked when this would take effect. Bode explained that it will take effect once the administrative law judge at the state signs the order annexing in the property into the City of Richmond. Council also asked about the taxes

Mayor Hemmesch asked for a motion to approve Ordinance 2015-104 Annexing of land at 19864 2nd ST NE and 19822 2nd St NE

Motion made by Councilor Worm to approve Ordinance 2015-104 Annexing of land at 19864 2nd ST NE and 19822 2nd St NE, seconded by Councilor Evens. Motion passed.

Item #9: Department Reports

- a. Public Works – Gordon Dingmann
Dingmann reported on the first snowfall. He also reported that the compost is officially closed for the season. He reminded people to NOT blow snow onto the road. He reported that there is an electrical problem with the lights over by Nature Park. The intersection will be dark for a few days. He also reported that he will be putting up the barricades for road closure for tremendous night.
Council reminded residents that there is no parking on city streets after a snow fall, until cleaned off.
- b. Parks/Arena- Kevin Mooney
Mooney reported that everything is up and running. Mooney reported that the open ice time is well attended. He also reported that the Arena is not having any major maintenance problems right now. Mooney reported that he has seen growth this year in the younger groups. The public can find the game/arena schedule at the City's website/parks/arena.
Mooney reported that the outside ice will go down once the night temperature stays below 0 degrees. Council asked about the large trailer that sat behind the Arena. Mooney explained that this is a workout trailer for the team.

Item #10: Council Committee Reports

- a. EDA – Pat Evens – reported that they had held a meeting on November 24, 2015. He reported that they received a resignation from one of the members. Next Meeting is December 15, 2015 at City Hall at 6:30 pm
- b. Planning Commission – Josh Worm – Worm reported that they discussed the Maple street project and the solar garden proposed for the north end of town. He reported that they discussed how this would impact the future land use for the City and they would like one of the Planning Commission members attending the County meeting on December 17, 2015. Loven reported on the letter written by the City Planner. The City Planner outlined some conditions the City is requesting the County take into considerations. The Planning Commission is recommending that the letter be sent.
The Council requested that Bode send the letter to Stearns County and Environmental services, (Consensus by Councilors).
- c. RoCoRi Trail Phase II – Kevin Mooney reported that the Board is waiting to begin negotiation with the Railroad. He reported that they have a funding request into TAP and a federal bonding request in. Council asked about the portion of the trail that had problems with cracking. Mooney reported that the repairs were made and no problems since. Next Meeting December 3rd in Rockville.
- d. Tri City Cable – Next meeting is January 6th in Cold Spring.
- e. Mayor's Breakfast – Jim Hemmesch – Hemmesch reported that he attended the breakfast,

Item #11: Council Action

- a. Additional purchase requests, Allocations, & Transfers
2015 Year end Budget Journal entries.

Motion made by Mayor Hemmesch to approve 2015 Year end Budget Journal Entries, seconded by Councilor Worm. Motion passed.

- b. Resolution 184-15 Resolution of Support from Participating Local Unit of City of Richmond for RoCoRi Phase 2.

Motion made by Councilor Evens to approve Resolution 184-15 Approval of Support from Participating Local Unit of City of Richmond, seconded by Councilor Mathiasen. Motion passed.

Item #12: Other Matters of Concern and Related Matters

- Voluntary Annexation Public Hearing February 4, 2016
- Addresses of the properties being annexed in- Council discussed changing the addresses to fall in line with the City. Council decided they would discuss this later.
- MN Dot Highway 23 meeting, December 10 2:00 pm at Richmond City Hall
- MN Dot Highway 23 Public Meeting, December 15 4-6:30pm at St Peter & Paul Church.
- Tree-mendous Night – December 4th 5-7 pm Main street.

Item #13: Adjournment

Mayor Hemmesch asked for any additional items.

Hearing none Mayor Hemmesch declared the meeting adjourned at 8:02 p.m.

Respectfully Submitted,

Martin M. Bode
City Administrator