

**Meeting Minutes of the Richmond City  
Council February 1, 2023  
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, Tim Paczkowski and Chuck Merten

Also present were: David W. Konshok, City Administrator; Stacy Kalthoff, City Clerk; Alec McCuskey, PeopleService; Dave Blommel, SEH; Gordy Dingmann, Public Works; Chief Jason Blum, Richmond/Cold Spring Police; Officer Jessica Schnell, Richmond/Cold Spring Police; Chief Derek Mueller, Richmond Fire Department; Mike Behnen; Munson Township

**Item #2: Open Public Forum** – Mike Behnen, Munson Township Zoning and Planning, spoke about an upcoming meeting that the township is holding on February 2, 2023 at 8:00pm regarding Air B & B's.

**Item #3: Approval of Agenda with any additions/deletion**

Added: Item #6d, #6e and Item #8a

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

**Item #4: Approval of the Meeting Minutes of January 4 and January 19, 2023**

No changes or questions at this time.

*Motion made by Councilor Evens to approve the Meeting Minutes of January 4 and 19, seconded by Councilor Paczkowski. Motion passed.*

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

No questions at this time.

*Motion made by Councilor Evens to approve the Bills Paid, seconded by Councilor Merten. Motion passed.*

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

- a. **Resolution 108-23**: Approval of January 2023 Journal Entries
- b. **Resolution 109-23**: Approving January 2023 Donations
- c. **Resolution 110-23**: Authorization of Temporary 1 to 4 Day Liquor License for the River Lakes Hockey Inc. on April 15, 2023 at the River Lakes Civic Arena (RLCA)
- d. BerganKDV Audit Engagement Agreement
- e. 2023 Advocate Membership in the HWY 23 coalition through December 31, 2023

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

**Item #7: Resolution 111-23**: Resignation of Councilor Emily Monnens effective February 1, 2023

It was decided that the council would like the open council position advertised in the Cold Spring Record for 2 weeks then bring the applicants to the March meeting for interviews.

Motion made by Tim Paczkowski to ask Mike Mathiasen if he would be interested in the council position (no seconds were made).

*Motion made by Councilor Evens to approve to advertise for two weeks in the Cold Spring Record and have the applications at the March 1<sup>st</sup> meeting along with a statement as far as why they would like to be on council. Applications will be accepted until February 23, 2023, seconded by Councilor Merten. Motion passed.*

*Motion made by Councilor Evens to approve the Resignation and declare an open position, seconded by Councilor Merten. Motion passed.*

#### **Item #8: Engineer Report – Dave Blommel**

- a. **Resolution 112-23: Approving Plans and Specifications and Ordering Advertisement for Bids**

Resolution is regarding Street Project as Dave explained. He also gave an update on Pickleball Courts, they are looking with a goal end time of July 4<sup>th</sup>, 2023.

*Motion made by Councilor Evens to approve Resolution 112-23, seconded by Councilor Paczkowski, Motion passed.*

#### **Item #9: Department Reports**

- a. Police Department - Chief Blum spoke about report enclosed in the packet.
- b. Fire Department – Derek spoke about report enclosed. He is also requesting approval to hire a grant writer for 2 grants that the fire department is applying for.

*Motion made by Councilor Paczkowski to approve to hire a grant writer for both grants, seconded by Councilor Evens. Motion passed.*

- c. Emergency Management – No report at this time.
- d. Public Works / Streets – Gordy spoke about Hwy 23 construction, CIP, street project, and snow plow expenses
- e. PeopleService – Alec spoke about the air unit that went out at the plant but will get repaired. He also talked about a leak in a chlorine valve which has been repaired.
- f. Administrator – Dave spoke about CIP, audit, grants, finance, arena expansion and ARPA funds.

#### **Item #10: Approval for closure of City Hall on March 22 & March 23, 2023 for MCFOA Clerks Conference.**

Dave will go Tuesday, Wednesday, Thursday and Stacy will go Wednesday, Thursday, Friday

*Motion made by Councilor Evens to approve closure for City Hall on March 22 and March 23, 2023, seconded by Councilor Merten. Motion passed.*

#### **Item #11: Council Reports**

- b. EDA- Next Meeting: February 21
- c. Planning Commission- Next Meeting: February 23
- d. Rocori Trail- Next Meeting: February 2

**Item #12: Next Council Meeting:** February 16, 2023 Workshop at 6:30 p.m.

**Item #13: Any Other Matters**

**Item #14: Adjournment**

Mayor Hemmesch asked for any additional items.

Mayor Hemmesch declared the meeting adjourned at 7:36 pm.

Stacy Kalthoff  
City Clerk