

Meeting Minutes of the Richmond City Council
February 16, 2023
City Council 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, Tim Paczkowski and Chuck Merten

Also present were: David Konshok, City Administrator/Treasurer; Gordy Dingmann, PW Director; Bill Lemke, Todd and Matt, Ehlers Advisors; and Greg Stang, PeopleService

Item #2: Open Public Forum - None

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

Deletion of Item #5b Northland Securities

Addition of Item #12a Fire Department Excess Property
#12b HKGI Land Use Plan

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

Item #4: Department Reports

- a. Parks/Arena – Administrator David Konshok read Parks/Arena report as Kevin, Parks director, was unable to make the meeting.

Item #5: Bonding and Investments

- a. Ehlers Public Finance Advisors
- ~~b. Northland Securities~~

Two representatives from Ehlers came and spoke about

A. Bonding Issues and B. Savings Account

Item #6: PeopleService Contract

Greg Stang, PeopleService, explained the new contract since the plant went from a Class A plant to a Class B plant.

Motion made by Councilor Evens to approve the PeopleService Contract for five years, seconded by Councilor Paczkowski. Motion passed.

Item #7: Electric Vehicle Charging System

Administrator is in the process of applying for two grants that may be available.

Item #8: Home Businesses in Residential

Update on small home businesses in a residential area. According to the code and the attorney, A repair shop ran out of a home may not be allowed in a R-1 zoning district. Typically, small businesses ran out of a home in a R-1 zoning district are allowed as an accessory use, as long as the business meets the definition of a home occupation. A home occupation is “any occupation or profession engaged in by the occupant of a residential dwelling unit, which is clearly incidental and secondary to the residential use of the premises and does not

change the character of said premises, in accordance with regulations specified within [the zoning chapter].” See definition of “home occupation” under 107-2, [Chapter 107 ZONING.pdf \(richmond.mn.us\)](#). Section 107-108 of the City Code allows home occupations as an accessory use in R-1 districts, as long as the requirements of section 107-238 are met. In the situation we discussed on the phone, having a small engine repair/boat repair business would likely meet the definition of a home occupation since it is secondary to the residential use. From our conversation, it does not appear that the business is changing the character of the residential house. However, the repair shop may not meet the requirement of section 107-238. The requirements of 107-238 lay out the requirements for home occupations. If the repair shop is generating noise, dust, and odors, it may not meet the requirements of 107-238 since it is explicitly stated that “[t]here shall be no indication of offensive noise, vibration, smoke, dust, odors, heat or glare at or behind the property line.” If the requirements of section 107-238 are not met, the home occupation would likely not be allowed in the R-1 district.

We briefly discussed the fact that there were signs in the yard where the repair shop was located. In reading Section 107-288, it is likely that a permit would be need from the City for the signs.

Item #9: Financial Update

Administrator Dave talked about 2022 budget. He also discussed ARPA funds and franchise fees.

- a. ARPA Funds – received two payments 2021 \$80,322 and 2022 \$80,322 that totaled \$166,440 must be used by 12/31/2024
- b. Franchise Fee’s – 4 companies that we receive fees from. Helps to offset utilities that are used in the city.

Item #10: City Administrator Attendance at MCMA Annual Conference April 27-28, 2023

Motion made by Councilor Merten to approve the City Administrator to attend the MCMA Annual Conference, seconded by Councilor Evens. Motion passed.

Item #11: Next Meeting: March 1, 2023 at 6:30 pm

Item #12: Other Matters

- a. Fire Department Excess Property

Motion made by Councilor Evens to approve to declare the Fire Department pumper GMC 1980 FMC High-pressure/Volume truck as excess property, seconded by Councilor Paczkowski. Motion passed.

- b. HKGI Land Use Plan

Motion made by Councilor Paczkowski to approve to bring the HKGI Land Use Plan to Planning Commission to formally approve a recommendation, seconded by Councilor Merten. Motion passed.

Item #13: Adjournment

Mayor Hemmesch asked for any additional items.

Hearing none Mayor Hemmesch declared the meeting adjourned at 8:30 p.m.

Respectfully Submitted,

David W Konshok
City Administrator/Treasurer