

City of Richmond
City Council Workshop Meeting
45 Hall Ave SW

August 17, 2023 at 6:30 p.m.

COUNCIL WORKSHOP AGENDA

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, Chuck Merten and Mike Mathiasen

Also present were: Mike Hendricks, Jim Schleper, Inventure; Liza Donabauer, Jason Blum, Police Chief; Gordon, Public Works

Item #2: Open Public Forum - None

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

Delete item 6 & 7a.i

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

Item #4: Update from Inventure Jim provided an update on Richmond Business Park. Refer to the map in the packet. There was another land sale closing in the Richmond Business Park. He spoke of the road building process which will start after the sale of the land is complete. Plans for the road will be presented on September 6th. The Grocery store site is still under site design and construction should start in the Spring.

Item #5: David Drown and Associates – Update regarding Administrator Position

Liza explained the time frame for hiring process. Refer to the timeline report in the packet. The job description was modified and sent to the lawyer to review. A discussion of the Administrators job position took place. It was discussed that a strong background in finances in the position is important in the hiring process. The new job description will be posted on the website. Note the date change of the Selection of Finalists that will be moved from November 7th to November 14th. (Due to deer hunting season and absent council members.) Also, the Interviews will start on November 30th instead of November 29th.

Item #6: 2024 Budget – Abdo Presentation

Item #7: Department Reports:

- a. **Parks/Arena** – Kevin spoke regarding enclosed report. The final Music in the Park will be August 22nd. There has been good attendance at the music events all year long. He said he researched the cost of surveillance cameras. Refer to the estimates in the packet. The estimated cost would be about \$3,000 for a camera at Centennial Park and the trail pavilion. The cameras would be installed for vandalism/theft monitoring. Kevin spoke about storm damage and that a claim has been filed to repair damage. He said that the Rocori Trail Construction board is

ending and he talked about the future of continuing on the board or not. Kevin said that the first ice will be 9/30/23.

~~i Approval of payment application #3 for 2022 Centennial Park Improvements~~

b. **Police Chief Jason Blum**

i THC Public Use Discussion – A discussion took place regarding the public use of cannabis and hemp products. Refer to the City of Cold Spring Ordinance No 408 flyer in the packet. Jason spoke about public parks that are banning the use of cannabis. Signage in parks will be posted to state the city ordinance. The final ordinance No. 408 is the final posting which the City of Richmond will adopt.

Item #8: Streets to be tarred that are not in the 2023 project

Refer to the memorandum in the packet regarding Street project additions. There was a discussion on roads that are to be tarred. Gordy spoke about approved parking lot and about the Street Department shop area. Mayor Hemmesch suggested setting goal dates in getting streets repaired or tarred. Another council member stated that the street repair discussion should be ongoing and constant.

Motion made by Councilor Paczkowski to use Park Dedication Money (\$38,000.00) to fund the diagonal parking on Oakwood, seconded by Councilor Mathiasen. Motion passed.

Motion made by Councilor Evens to approve using Maintenance Funds (\$15,000.00) to pave the Public Works parking lot, seconded by Councilor Paczkowski. Motion passed.

Item #9: Placement of new solar speed sign

A solar speed sign will be placed on the corner of Maple and Central. The sign will be attached to a pipe that is cemented into the ground. If it is decided to move the speed sign, another pipe will be cemented into the ground at a different location.

Item #10: Next Meeting: September 6, 2023 at 6:30 p.m. (Abdo will present budget at 5:30)

Audit will be extended.

Item #11: Other Matters -

Item #12: Adjournment

Mayor Hemmesch asked for any additional items.

Hearing none Mayor Hemmesch declared the meeting adjourned at 7:56 p.m.

Respectfully Submitted,

Stacy Kalthoff, City Clerk