

City of Richmond
City Council Workshop Meeting
45 Hall Ave SW

October 19, 2023 at 6:30pm

COUNCIL WORKSHOP minutes

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. Councilor member Mike Mathiasen attended via Zoom.

Also present were: Stacy Kalthoff, City Clerk; Gordie Dingman, Public Works; Emily Massmann, Sgt. Jason Spoden, Bergan KDV (Audit), Nancy

Item #2: Open Public Forum (Those interested in addressing Council whom did not previously request to be on the agenda may address Council for up to 3 minutes. If action is requested, it will be considered at a later Council Meeting.)

None.

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

No Changes.

Motion made by Councilor Paczkowski to approve the Agenda with no additions/deletion, seconded by Councilor Evens. Motion passed.

Item #4: Department Reports:

- a. **Parks/Arena** – Kevin Spoke about starting to close down parks on the week of October 30th. Pickleball courts will be winterized. Kevin will complete the process for the DNR to accept a donation of the Rocori Trail. If the DNR accepts the donation of the trail, the DNR would be responsible for it and any liability for the trail. Kevin said that he will oversee general maintenance on the trail (Grass cutting, limb removal etc.) since the DNR does limited work on it. (About twice per year) A discussion took place regarding cutting grass along the trail. Kevin will finalize details with the cities of Cold Spring and Rockville in the future. The council agreed to move forward with plans to donate the trail to the DNR. The council asked for the request in writing. Kevin agreed. The ice arena is open for open skate and hockey. There were refrigeration issues that have been repaired.

Item #5 BerganKDV Audit Update – Nancy spoke regarding the audit that was done for the year 2022. Refer to the Power Point presentation that is in the packet. She stated that the audit is complete and a final report will be sent to the state of Minnesota. Nancy explained each page of the Power Point presentation including General Funds, Water funds, Wastewater Funds, and the River Lakes Civic Arena funds.

Motion made by Councilor Evens to accept the audit, seconded by Councilor Paczkowski. Motion passed.

Item #6: Bids for snow removal There was one bid from Gertken Brothers for snow removal. A Discussion took place regarding a two year contract for snow removal.

Motion made by Councilor Paczkowski to have a 2 year contract for snow removal with Gertken Brotheres, Seconded by Councilor Merten. Motion passed.

Item #7: Treemendous Night Update Emily spoke regarding Treememndous Night which will be held December 1st, 2023. Refer to the outline in the packet for details regarding street closures, use of fire hall, trash cans, speech my Mayor Hemmesch, and food vendors. Picnic tables will be brought in so people can sit down with food and drinks. She requested additional signs so people will not park in that area.

Motion made by Councilor Merten to accept the plans for Treemendous Night on December 1st, 2023, Seconded by Councilor Evens. Motion passed.

Item #8: Trees taken down for street project –Two trees were taken down during road construction that did not need to be removed. A discussion took place regarding replacing the two trees. They stated that in good faith it would benefit the city of Richmond to replace the trees. It was decided that two maple trees will be replaced this Fall. The cost to not exceed \$500.00.

Motion made by Councilor Evens to replace two Maple trees with the cost not exceeded \$500.00. Seconded by Councilor Paczkowski. Motion passed.

Item #9: Fence in right-of-way – There is a fence in the right-of-way on Main Street and Dutch. A discussion took place regarding the survey lines were looked at to determine property lines. The lines will need to be located by a surveyor to determine property lines. In the future a resident will have to present a drawing of the fence they intend to install.

Item #10: Next Meeting: November 1, 2023 at 6:30 p.m.

Item #11: Other Matters

Moving snow on sidewalks takes affect November 1st. There will be research and discussion for the city to remove snow on the business sidewalks. THC Moratorium runs until the end of March.

Item #12: Adjournment

Mayor Hemmesch asked for any additional items.

Mayor Hemmesch declared the meeting adjourned at 7:40 pm.

Respectfully Submitted,

Stacy Kalthoff

City Clerk