

Meeting Minutes of the Richmond City Council
Wednesday February 6, 2013
City Council Meeting

Item #1: Call to Order/Pledge of Allegiance

Mayor Kron called the meeting to order at 6:30 p.m. at Richmond Hall.

Council Members noted as being present: Pat Evens, Jeff Mackedanz, Scott Kron, Mike Mathiasen, Tim Paczkowski

Also present were: Martin Bode, City Administrator; Adam Ripple, City Attorney; Gordy Dingmann, Public Works Director; Randy Jenniges, City Engineer; Chuck Merten, Fire Chief; Greg Stang and Chad Johnson, PeopleService; David Drown & Traci Ryan, David Drown Assoc.; Steve Wischmann, KDV; Heidi Peper, Seh; Jody Brinkmann, Library; Tammy Paczkowski, Cold Spring Record; Ryan, Channel 10;

Item #2: Approval of Agenda

Mayor Kron asked if there were any additions or changes to the Agenda. Mayor Kron asked for the Approval of Agenda.

Change: Item #4d: Change the name of Cold Spring Area Hockey to River Lakes Hockey, Inc.

Motion made by Councilor Paczkowski to Approve Agenda with change, seconded by Councilor Evens. Motion passed unanimously.

Item #3: Approval of the Meeting Minutes of January 8, January 9 and January 17, 2013

Mayor Kron asked for any corrections or additions to the January 8th, January 9th and January 17th minutes, hearing none, Mayor Kron asked for a motion of approval.

Motion made by Councilor Evens to Approve Minutes of January 8th, January 9th and January 17th, 2013 seconded by Councilor Mathiasen, Councilor Mackedanz abstained from the January 8th minutes. Motion passed.

Item #4: Consent Agenda

- a) Approval of Bills Paid
- b) Resolution 113-13 Acceptance of January 2013 Donations
- c) Resolution 114-13 Approval of January 2013 Journal Entries
- d) Resolution 115-13 Authorizing Temporary 1-4 Day Liquor License to River Lake Hockey, Inc. on April 13, 2013 at the River Lakes Civic Arena.
- e) Resolution 116-13 Approval of Lawful Gambling Premises Permit to Paynesville New London Spicer Hockey Association, (dba River Lake Hockey Inc.)

- f) Resolution 117-13 Approval of Resolution to Not Waive the Cities Monetary Limits on Tort Liability.
- g) Resolution 118-13 Approving Lions Park Part Time Employees

Mayor Kron asked for any questions or comments, hearing none. Mayor Kron asked for a motion of approval of consent agenda.

Motion made by Councilor Mackedanz, to approve Consent Agenda, seconded by Councilor Paczkowski. Motion passed unanimously.

Item #5: Professional Staff – they each discussed what services they provide for the City of Richmond

- a) Financial Advisor: David Drown, David Drown & Associates
- b) City Auditor: Steve Wischmann, Kern DeWenter, Viere, Ltd
- c) Community Development Manager (Grant Specialist): Heidi Peper, SEH
- d) Library: Jody Brinkman, Great River Regional Library-Richmond
- e) City Attorney: Adam Ripple, Rinke Noonan
- f) Building Official: Ron Wasmund, Inspectron, Inc.

Administrator Bode asked Mr. Wasmund to discuss Rental Licensing. Mr. Wasmund stated that rental housing registration and inspection programs helps to preserve the maintenance and integrity of the non-owner dwelling units. He also stated that there are challenges along with the benefits.

Council asked about a few items:

- Day Care facilities- depends on the number of children and if they are licensed thru the state.
 - Owner occupied single family dwelling – if there are concerns about the property, difficult to get in as building official. If it is an issue with the façade of the home then this would fall under the zoning of the property or ordinance.
 - Multi family dwelling: in common areas may enter under the fire code
 - Abandoned commercial building: if there is imminent danger do to façade falling etc the building official can then address this. If it is just abandoned then the building official does not have authority.
- g) City Engineer: Randy Jenniges, Seh
 Main Street Project: County is working on the design on the county street (geometrics) and Jenniges will be coordinating with them. He is still working on the phasing system and schedule. Mr. Jenniges would like to be at the Feb 21 Council Meeting to go over the plan in more detail.
 Council asked if the level will remain the same. The County geometrics will determine that, Mr. Jenniges believes the elevation will remain close to what it is now and will know for sure once the County is done with their design.
 Administrator Bode asked when Mr. Jenniges needs the wishes of the business owners/ main street committee – Jenniges stated within the next 3 weeks. He will be doing another public awareness push soon.
- h) Water/Waste Water: Greg Stang, Chad Johnson, PeopleService
 - i) TIF District Consultant: Traci Ryan, David Drown & Associates

Item #6: Utility Clerk- no report given

Item #7: Fire Department Report – Chief Merten

Chief Merten gave the January Monthly report.
He reported that all vehicles are working well.

Item #8: Parks/RLCA Report – no report given

Item #9: Public Works/Street Report – Director Gordon Dingmann

- a) Well Head Protection – working with the committee on finishing the wellhead protection plan.
- b) Truck Maintenance – replace the cutting edge on plow, also replaced a blown tire and the inside tire was cracked so replaced that as well. The local tire shop does not have the osha required 1100 series.
- c) Street Light Poles – Dingmann received a price from Stearns Electric
Rich river estates: fiberglass pole - approx \$1,087.00
Maple and 1st street se: wooden pole – approx \$,2605.00
Council requested that Dingmann get a quote from Xcel – which has overhead electric.
Council asked that Administrator Bode look up the developers agreement as to who is responsible for providing this lighting. This will need to be discussed at an up coming Council meeting.
- d) Generator: Dingmann is working on the old generator, may need to have someone look at it or turn it in.
- e) County plowing: Dingmann spoke with the County and asked that they slow down when plowing thru town. They told Dingmann that their policy is to plow curb to curb so the snow will come up on the sidewalk.
- f) Dump Station – Dingmann and Johnson from PeopleService are looking into a place to locate a RV dump station.
- g) Safe routes to School trail: Dingmann reported that he is plowing the trail and putting sand down. He also stated that because the concrete is new he is not able to put salt down on the trail. Council stated that it is important for the City to keep the trail “clean”. Council stated that snowmobilers have been driving on the trail. Council requested that Dingmann post “no motorized vehicle” signs and continue to plow, and the Mayor spoke with the snow cruisers and they will change the route.
- h) Snow Emergency Parking: Council discussed the current ordinance and the possibility of changing the ordinance to have a no parking time (example: 2am-5am) during the winter months. The City received a request that the Council restrict parking on Main street during the day (example: 2 hour limit). Council decided to have Mr. Dingmann place a notice on the vehicles and give to property owners a notice for them to move their vehicles. Also discussed getting information regarding parking to the owners of the rental properties.
- i) Administrator Bode asked Council to Define “clean” as it relates to plowing the safe routes to school trail. The Council stated they understand that defining “clean” is difficult, but they want Dingmann to due diligence, plow and sand the trail and that the residents need to remember this is winter in Minnesota and there will be rain and snow.

- j) Council reported they had received a complaint regarding the City, plowing/sanding commercial parking lots. Council discussed the reasons for not doing this: The city misusing tax dollars, the City may be taking business away from someone who does this for a living and the issue of the City's liability. Dingmann reported that he spoke with the business owners and he will not be doing this in the future.

Item #10: Council Reports

- a) EDA – Councilor Evens reported that they had their first meeting of the year. They will be holding officer elections at the next meeting. He also reported they are looking at doing a business expo in April. They would like the City involved at the expo, have someone from the waste water treatment plant and someone from the parks to answer questions and explain what is available, etc. Next Meeting Feb. 19 6:00 pm
- b) Planning Commission – Councilor Mackedanz reported they had a meeting and elected officers: Chair-Mackedanz, Vice Chair-Schroeder, Secretary -Kron. The planning commission discussed annexation and the “Ted’s RV” property that is for sale.
- c) Parks/Rocori Trail – Meeting is tomorrow, February 7, 2013
- d) Tri City Cable – Next Meeting Feb. 20 5:00 P.M.

Item #11: Purchase Requisitions Allocations and Transfers

- a) MMCI – training April 22-26
- b) LMC Clerks Orientation- June 19-21

A Motion was made by Councilor Mackedanz, to Approve the Purchase Requisitions, Seconded by Councilor Paczkowski. Motion Passed Unanimously.

Item #12: Other Matters of Concern and Related Matters

- a) Resolution 119-13 Approving of Quote for Reroofing City Hall/Fire Hall Bay Roof (North Side)

Randy Linz Construction, Inc.; pitched steel roof \$ 31,315.00
Mehr Roofing, LLC.; pitched steel roof \$ 33,122.00
McDowell Company; flat roof \$ 20,670.00 and a 15 yr warranty \$475.00
Mayor Kron asked if there is any further discussion. Hearing none, Mayor Kron asked for a motion.

Motion made by Councilor Paczkowski to approve Resolution 119-13 Approving of Contracting with Randy Linz Construction Inc. for Reroofing City Hall/Fire Hall Bay Roof, seconded by Councilor Mackedanz, Councilor Evens opposed. Motion passed.

- b) Resolution 120-13 Approving Renewing 5 year Contract with Midcontinent for Email (internet)

Administrator Bode asked that the Council table this until the February 21, 2013 meeting. Bode stated that he is looking to get a quote from another company.
Resolution 120-13 was tabled to gather more information.

- c) Stearns County All Hazard Mitigation Plan – read over and this will be discussed at a future Council meeting.

d) Stearns County Assessors Office: Open book meeting schedule- April 24, 5:00-6:00 PM at Richmond City Hall.

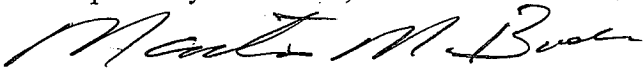
Mayor Kron asked if there are any other matters of concern and related matters.

Item #13: Adjournment

Mayor Kron asked for a motion to adjourn. *Paczkowski made a motion to adjourn, seconded by Mackedanz. Motion passed unanimously.*

Mayor Kron declared the meeting adjourned at 9:03 p.m.

Respectfully Submitted,



Martin M. Bode
Administrator/Clerk/Treasurer