

Meeting Minutes of the Richmond City Council
Tuesday January 9, 2013
City Council Meeting

Item #1: Call to Order/Pledge of Allegiance

Mayor Kron called the meeting to order at 6:00 p.m. at Richmond Hall.

Council Members noted as being present: Pat Evens, Jeff Mackedanz, Scott Kron, Mike Mathiasen arrived at 6:18 pm.

Members Absent: Tim Paczkowski

Also present were: Planning Commission Members: Tom Niehaus, Tom Schroeder and Ken Gertken; Martin Bode, City Administrator; Adam Ripple, City Attorney; Gordy Dingmann, Public Works Director; Kevin Mooney, Parks & Arena Director; Randy Jenniges, City Engineer; Chuck Merten, Fire Chief; Jesse Kollmann, EMS Director; Greg Stang and Chad Johnson, PeopleService; John Doll; Tammy Paczkowski, Cold Spring Record

Item #2: Oath of Offices

Councilmember Elect Pat Evens, Mayor elect Scott Kron and Appointed Councilmember Mackedanz were sworn in.

Item #3: Approval of Agenda

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

Add: Resolution 109-13 Pay equity port to State of Minnesota add to item #15

Motion made by Councilor Mackedanz to Approve Agenda with addition, seconded by Councilor Evens. Motion passed unanimously.

Item #4: Approval of the Meeting Minutes of December 5, 2012

Mayor Kron asked for any corrections or additions to the December 5th minutes, hearing none, Mayor Kron asked for a motion of approval.

Motion made by Councilor Mackedanz to Approve Minutes of December 5, 2012, seconded by Mayor Kron. Motion passed unanimously.

Item #5: Consent Agenda

- a) Approval of Bills Paid
- b) Resolution 102-13 Acceptance of December 2012 Donations
- c) Resolution 103-13 Approval of December 2012 Journal Entries

- d) Resolution 104-13 Approval of 2013 Annual Appointments
Add to Item C: add Scott Kron and Jeff Mackedanz to the Planning Commission
Delete from item F: Tri City Cable will have 2 City Council Members
- e) Resolution 105-13 Approval of Corporate Resolution with State Bank of Richmond
- f) Resolution 106-13 Approval of Premises Permit Application for Church of Sts. Peter & Paul
- g) ~~Resolution 107-13 Approving Participation in the National Flood Insurance Program~~
Administrator Bode explained that The State of Minnesota needs to have the Resolution as a final step to the National Flood Insurance Program.

Mayor Kron asked for a motion of approval of consent agenda with the additions.

Motion made by Councilor Evens, to approve Consent Agenda with additions, seconded by Councilor Mackedanz.. Motion passed unanimously.

Mayor Kron turned the meeting over to Councilor Mackedanz to open the Planning Commission Meeting.

Item #6: Public Hearing- Rocori School District Annexing Land into the City of Richmond

Mayor Kron opened the public hearing at 6:10

Adam Ripple, City Attorney reported that the land defined as Rocori Elementary School had been omitted from the City of Richmond. Attorney Ripple stated that this will not affect property tax and that this annexation is for this property only. Attorney Ripple reported that all persons required to be notified were notified.

Mayor Kron asked for the Planning Commissions recommendation. Chairman Mackedanz reported that the Planning Commission recommended that the City Council approve Annexing the School property.

Mayor Kron asked for any comments or concerns, hearing none, Mayor Kron closed the public hearing at 6:18 pm.

Motion made by Councilor Mackedanz to Approve Ordinance 2013-100 Ordinance Annexing Rocori School District Property into the City of Richmond, seconded by Councilor Evens. Motion passed unanimously.

Item #7: City Engineer Report – Randy Jenniges

- a) Main Street Scaping/lighting – Randy reviewed the progress. Was discussed setting up a meeting with the Main Street Committee, they will notify the City Administrator and Council of the time and location of the meeting. Mr. Jenniges will have a catalog of lighting options.
- b) 2013 Main Street Project – proposed plan:
 - 1. 1st st NW and grant
 - 2. Jay ave and 2nd st ne
 - 3. 1st sw and

4. Highlighted in yellow is more overlay and county related.

5. Downtown area – per block: will be discussing the timeline per block. Some of these can be together and some cannot due to business issues and utility issues.

The final decision will be made jointly with the City Engineer and the County; however the County is the administrator of the project.

Item #8: PeopleService Report – Greg Stang

- a) Greg Stang introduced everyone to Chad Johnson, the new Richmond wastewater treatment facility worker for PeaopleService.
- b) Mr. Stang notified the Council, if they wanted a tour to just call and he will schedule a tour.
- c) The Council asked about having a site for RV's and trailers to dump waste into system. Mr. Stang reported that the system could handle something like that, but not having it too close to the plant, no place for large trucks to turn around. This is something that the Council and Mr. Stang will discuss further.

Item #9: Fire Department- Chuck Merten

Mr. Merten gave the December report and the year end report. He also reported the trucks and the repairs completed and still needs to be taken care of.

Item #10: RLCA Report- Kevin Mooney

Mr. Mooney gave the monthly report. He stated that it has been very successful. He also reported that the outdoor ice arena is open.

February 18th 7:00 pm– Parks Advisory Board Meeting

Council asked about putting the yellow sign for the cross walk with parking on both sides. Mr. Mooney will make sure that gets taken care of.

Item #11: Public Works/Street Report – Gordon Dingmann

Mr. Dingmann gave the months report. He stated that they plowed twice and after the rain he did cleanup runs. Mr. Dingmann stated that he is getting estimates for the fire hall roof. Mr. Dingmann is getting a quote from Stearns Electric for the light on 1st and as well as the rich river estates.

Council asked Mr. Dingmann if he felt we had sufficient back-up in place for snow plowing, in case MR. Dingmann is unable to plow, Mr. Dingmann stated that yes he had 3 or 4 people who can cover the plowing.

Council also discussed parking during the winter. It was reported that the ordinance will go out in the newsletter this week.

Item #12: City Attorney's Report- Adam Ripple

Mr. Ripple stated that he mailed out to all the Council a reference guide for council.

Resolution 108-13 Acknowledging and accepting the 2013 Legal Representation and Rates.

Motion made by Councilor Evens to accept Resolution 108-13 Acknowledging and accepting the 2013 Legal Representation and Rates, Seconded by Councilor Mackedanz. Motion passed unanimously.

Council asked for clarification on the protocol for contacting the City Attorney. Any questions should first go through the City Administrator or the Mayor. The only time that a Council Member

should contact the attorney directly is if they have a conflict of interest in their role as a Council Member.

Item #13: Council Reports

- a) EDA- Councilor Mathiasen reported that interviews have started for 2 open positions; they have one interview remaining. The next meeting is scheduled for January 28, 2013 at 6:00 pm at the public works building.
- b) Planning Commission – Meeting scheduled for January 31, 2013 at 6:00 pm.
- c) Parks/Rocori Trail – next meeting is February 7th, 2013.
- d) Tri City Cable –was reported that they had no quorum at tonight’s meeting; they rescheduled the meeting for February 13, 2013.

Item #14: Purchase Requisitions Allocations and Transfers

- a) Minnesota Association of Small Cities Dues \$394.65

Motion made by Councilor Mackedanz to participate in the Minnesota Association of Small Cities, seconded by Councilor Evens. Motion passed unanimously.

Item #15: Other Matters of Concern and Related Matters

- a) Resolution 109-13 Pay Equity Report 2013 – Administrator Bode reported that the report is due by January 31, 2013 and there are no changes in the pay salary ranges.

Mayor Kron asked if there is any further discussion. Hearing none, Mayor Kron asked for a motion.

Motion made by Councilor Evens to approve submitting the report to the Minnesota Association of Small Cities, seconded by Councilor Mathiasen. Motion passed unanimously.

- a) Mayor Kron asked if there are any other matters of concern and related matters.
- b) A Councilor stated that he had been contacted by a resident and this individual would like to come to the council meeting/workshop to discuss his concern with the gas company over charging. A discussion was held regarding having someone come in to a meeting to discuss something that the city has direct involvement in making a change. It was discussed the council listen to this persons issue and possibly providing a letter of support.
- c) Also discussed was a request that the Council bring in their list of Goals at the next workshop. Administrator Bode will send out the agenda if the meeting is necessary.
- d) Stearns County Municipal Meeting is January 15th in St. Augusta. Mayor will be attending.

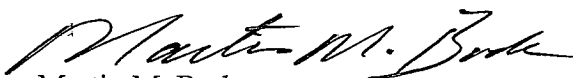
Mayor Kron reported that he is holding a meet the Mayor meeting on January 26th at 9:00pm.

Item #16: Adjournment

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

Mayor Kron declared the meeting adjourned at 7:26 p.m.

Respectfully Submitted,



Martin M. Bode
Administrator/Clerk/Treasurer