

Meeting Minutes of the Richmond City Council
May 5, 2021
City Council Meeting

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, Mike Mathiasen, Emily Monnens, and Chuck Merten

Also present were: Tesa Tomaschett, City Administrator/Clerk-Treasurer; Tyna Meemken, RLD Committee; Greg Reinhardt, RLD Committee; Kevin Mooney, Parks/Arena Director; Traci Ryan, Ryan Development Consulting, Chad Vogt; Virtually: Janel Bitzan

Item #2: Open Forum- none

Item #3: Approval of Agenda with additions/deletion

Mayor Hemmesch asked if there were any additions or changes to the Agenda.

Add: Item #10 c. Resolution 139-21: Declaring Adequacy of Petition and Ordering Preparation of Report

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

Item #4: Approval of the Meeting Minutes April 7, April 15, and April 29, 2021

Mayor Hemmesch asked for any corrections or additions to the minutes.

Mayor Hemmesch asked for a motion of approval

Motion made by Councilor Evens to approve the Meeting Minutes of April 7, April 15, and April 29, 2021 minutes with corrections, seconded by Councilor Monnens. Motion passed.

Item #5: Approval of Bills Paid

Mayor Hemmesch asked if there were any questions or comments.

Mayor Hemmesch asked for a motion of approval of Bills Paid.

Motion made by Councilor Evens to Approve the Bills, seconded by Councilor Mathiasen. Motion passed.

Item #6: Consent Agenda (approved by one motion)

- a. Resolution 126-21: Approval of April 2021 Journal Entries
- b. Resolution 127-21: Approval April 2021 Donations
- c. Resolution 128-21: Approval of 2021-2022 Liquor Licenses
- d. Resolution 129-21: Approval of 2021-2022 Tobacco Licenses
- e. Resolution 130-21: Approval of Transfers
- f. Acknowledge PeopleService April 2021 Written Report

Motion made by Councilor Merten to approve the Consent Agenda, seconded by Councilor Mathiasen. Motion passed.

Item #7: Resolution 131-21: 2021-2022 Liquor License for J & S Lanes (Roll Call)

Acting Mayor Mathiasen took over the meeting at this time.

Motion made by Councilor Evens to approve Resolution 131-21- 2021-2022 Liquor license for J & S Richmond Lanes, seconded by Councilor Merten. Roll Call: Hemmesch abstained, Yes –Monnens, Mathiasen, Evens, and Merten. Motion carried.

Item #8: 2020 Audit Report – Janel Bitzan, Kern, DeWenter, Viere, Ltd. (KDV)

Ms. Bitzan reviewed the 2020 Audit report virtually. The city is in good standing with their financials. A copy of the audit is available for the public to review.

Item #9: Arena/Parks

- a. Donation Agreement with Blattner

Mooney presented a donation agreement between the city and Blattner family which includes a \$200,000 donation for new dasher boards and two scoreboards in return the city will give naming rights to the ice rink. With the agreement, Mooney had a quote from Becker from Sourcewell website. The estimated cost is \$189,400.

Motion made by Councilor Evens to approve donation agreement with Blattner family, seconded Councilor Mathiasen. Motion carried

Motion made by Councilor Evens to approve quote from Becker, seconded by Councilor Mathiasen. Motion carried

- b. Resolution 134-21: Declare excess property and authorizing disposal of arena items

Motion made by Councilor Merten to approve Resolution 134-21, seconded by Councilor Monnens. Motion carried

- c. Resolution 135-21: Joint Powers Agreement with MN DNR

Motion made by Councilor Mathiasen to approve Resolution 135-21, seconded by Councilor Merten. Motion carried.

Item #10: Ryan Development Consulting

- a. Resolution 133-21: Calling Public Hearing to Modify TIF 1-7

Motion made by Councilor Mathiasen to approve Resolution 133-21, seconded by Councilor Merten. Motion carried

- b. TIF report proposal- Traci asked the council again if she could do the TIF reporting on behalf of the city since she has been the one forming them and knows what they look like. She is cheaper than David Drown Associates who currently does the work for the city.

c.

Motion made by Councilor Monnens to approve the TIF proposal from Ryan Development Consulting, seconded by Councilor Mathiasen. Roll Call: Jim, Emily, Mike, Chuck- yes; Pat- no. Motion carried.

- d. Resolution 139-21: Declaring Adequacy of Petition and Ordering Preparation of Report

e.

Motion made by Councilor Mathiasen to approve Resolution 139-21, seconded by Councilor Merten. Motion carried

Item #11: River Lakes Day

- a. Resolution 136-21: Authorization of Use of Municipal Personnel and Resources in Conjunction with the River Lake Days Festival and Approval of Requested Festival-Related Permits and Authorizations

Motion made by Councilor Evens to approve Resolution 136-21, seconded by Councilor Merten. Monnens abstained. Motion carried

- b. Resolution 137-21: Authorization of Temporary 1 to 4 Day Liquor License for the River Lake Association DBA River Lake Days on July 16-18, 2021 at the Parish Grounds

Motion made by Councilor Mathiasen to approve Resolution 137-21, seconded by Councilor Evens. Monnens abstained. Motion carried

- c. Street Closure

Motion made by Councilor Merten approve street closure for RLD parade on July 17th, seconded by Councilor Mathiasen. Monnens abstained. Motion carried

Item #12: Street Closure- Chad Vogt

Chad asked to close Main Street from Grant Ave to Central Ave to have a street dance which his band would be planning at. The event would be on June 5th. He also asked if the street lights in that area could be turned off during the event. Council was fine with this as long as there are no charges to the city to do so.

Motion made by Councilor Evens to approve street closure for Chad Vogt on June 5th, seconded by Councilor Mathiasen. Motion carried.

Item #13: Letter of Resignation- Joanie will be retiring on June 30, 2021.

- a. Approval to advertise for Deputy Clerk

Motion made by Councilor Evens to approve letter of resignation with regrets, seconded by Councilor Merten. Motion carried.

Motion made by Councilor Merten to approve advertising for Deputy Clerk position for at least 2 weeks, seconded by Councilor Mathiasen. Motion carried

Item #14: Resolution 138-21: Joint Resolution Approving Orderly Annexation- This annexation includes an estimated 12 acres to be used for the Richmond Business Park

Motion made by Councilor Evens to approve Resolution 138-21, seconded by Councilor Merten. Motion carried.

Item #15: City hall use- council chambers

Tomaschett reported to the council that if we are going to allow use of the council chambers then we are advised by legal not to allow bathrooms since they are not ADA. There are security concerns with the public using the kitchen since the Fire Dept. has a lot of information in there.

Motion made by Councilor Evens to allow the public use of the council chambers but no use of the bathroom or kitchen, seconded by Councilor Mathiasen. Motion carried

Item #16: Fire Department sealed bids

Washer bid:

Glen Guggenberger \$201.00

James Hemmesch \$101.00

Tire bid:

Jacob Honer \$200.00

Jim Kascht \$60.00

Motion made by Councilor Evens to approve the highest bid for both items, seconded by Councilor Merten. Motion carried.

Item #17: Council Reports

- a. **EDA-** No April Meeting: Next Meeting May 18, 2021
- b. **Planning Commission-** Next Meeting: May 20, 2021
- c. **Rocori Trail-** No April Meeting. Next Meeting: May 6, 2021
- d. **Tri-City Cable**

Item #18 Next Council Meeting:

- a. May 20, 2021 Workshop at 6:30 p.m.

Item #19: Adjournment

Mayor Hemmesch asked for any additional items.

Hearing none Mayor Hemmesch declared the meeting adjourned at 7:41 p.m.

Respectfully Submitted,

Tesa Tomaschett

City Administrator/Clerk-Treasurer