

Councilpersons:
First Ward: Friedmeyer, Wharton
Second Ward: Schmidt, Kruger
Third Ward: Bricher, Schoen

Mayor: Rollin Hall
City Atty: Peter Ekstrand
City Adm: Chad Springer
City Clerk: Susan Schamaun
Date: November 12, 2014

PROCEEDINGS OF THE CITY COUNCIL

The regular meeting of the City Council of the City of Wabasha was held on Wednesday, November 12, 2014, and was called to order at 7:00 pm by Mayor Hall.

All Councilpersons were present.

All present stood and recited the Pledge of Allegiance.

2. Guest Speaker: None

3. Public Comments: Jan Kasper: River Drive South voiced concerns on the Chamber Center (Community Center) because it isn't for the community, it is for the "use" of the community that the Chamber will be running. She felt the Chamber will make the decisions on when it can and can't have functions. Had concerns on the design and felt it looked more like a garage of the Eagle Center and stated we are a historical city and we are the oldest City in the State of Minnesota. She felt the Chamber should support businesses and not be in competition with businesses. Stated should take time on this project and see if this is a need or want. Also felt it took up too much parking space and that will affect her business as well as UCC Church, the Funeral Home, the Bowling Alley as well as the residents in that area. Recommended getting a Feasibility Study done. She thanked Carolynn Klees for Septoberfest but stated the corner of Pembroke Avenue and Second Street was an accident waiting to happen. Stated she is against the Community Center.

4. Changes or Additions to Agenda: Councilmember Wharton and Schoen moved to amend moving 8.5 Business Park Assessment Resolution to 10.7 under General Business Adopted unanimously.

5. Mayor's Presentation:

Mayor Hall reported on the Veteran's Program at the W-K School. He stated this was a one-hour program where W-K students and the W-K band participated, along with members of the local Legion and VFW Posts. He thanked all who participated in the program and gave a special thanks to the veterans who attended.

He reported he attended several meetings. On October 23 he participated in a League of Minnesota regional meeting in Mantorville. This half-day meeting addressed issues of civility in local government, security of city's data, and much time was invested on how to encourage more citizen participation in local government. These meetings are always an opportunity to network with other elected officials and staff from the league.

He reported the Port Authority met on Monday of this week. A presentation was made by principals who hope to develop a new business in the Wabasha area. Much attention was devoted to the River Front Task Force committee progress. He stated he will be asking Council to participate in a workshop with task force members as this project moves forward. The RESIDENT RECRUITMENT is ongoing and the City is getting approximately 50 inquiries per week for information on Wabasha.

The Community Center Study committee is working to stay on schedule as outlined in our Use

Agreement and Lease. He stated today, he joined Chad and Lynn and representatives of the county and school district at the monthly Common Board meeting. This is a time to discuss common opportunities and challenges. In attending these committee and commission meetings, it's clear to me that all have the common goal of making Wabasha better and by understanding our common goals, we will move forward.

He concluded by stating locally, the City had about a 65% turnout of registered voters. This was better than the state voter percentages. He congratulated the winners at the City Council level and thanked the challengers for filing and getting involved.

6. Committee Reports and Wabasha Good News:

Planning Commission: Councilperson Friedmeyer reported the Planning Commission met on Tuesday, October 14th and had a light agenda. The Mining Ordinance is at the EQB (Environmental Quality Board) currently to review. The EQB meets on November 19th and the City should hear a formal response shortly after that. They also discussed the Comprehensive Plan Timeline which is on tonight's meeting agenda. The November Planning Commission meeting is cancelled.

HPC: Councilpersons Schoen reported she did not attend the last HPC meeting.

Park Board: Councilmember Kruger reported the Park Board discussed the bridge realignment issue and stated they would like to be a part of that discussion. They also discussed the purchase of a Toolcat which is on tonight's agenda.

Utilities Commission: Councilmember Schmidt gave a special thanks to the water/sewer and street crews for their recent work on a couple of water leaks. He stated the leaks were fixed and streets were repaved and things are back to normal.

Police Commission: Councilmember Wharton stated the Police Commission did not meet.

Street Commission: Councilperson Bricher reported the Street Commission met on October 28th and discussed Big Jo Alley Repair and the lack of progress on the replacement of the damaged pavers by the manufacturer. Painting truck route intersections was discussed and they voted to do nothing at these intersections. Tony will start replacing street identification signs so they are more noticeable and also to help enforcement. Riverbank repairs has been completed and the soil that had been hauled in and packed on the bank has been seeded and blanketed. One bid from Dankwart Landscaping was received for snow removal hauling at \$70.00 per hour.

Discussion was held on the trucking intersections and the decision not to paint. Tony Johnson stated the County stated they would not paint more center lines which is why the Street Commission looked into the City doing it.

Councilperson Schoen stated she wants this issue looked at again. Mayor Hall stated the Street Commission should investigate this again. Councilpersons Schoen and Wharton volunteered to gather information to be forwarded to the Street Commission.

7. Administrator's Report: Chad Springer, City Administrator, reported on the technology update and stated staff is still looking into demos for agenda software. He also reported on the Michael Duane Clickner Memorial Bridge dedication and reported the sign has been installed on the bridge. He gave a report on the Hwy. 60 water main break. He stated a boring company was called to bore a new line to a private service. The boring company bored through the City's sewer line which necessitated a

second dig. A \$10,000 Source Water Protection Grant was received. This grant does not require a match. Mr. Malm, Bolton & Menk, assisted the City in the grant submission. This grant will help improve the City's Storm Water Mapping which is part of the Wellhead Protection Plan. He reported there has been orientation work done with Mr. John Fox and he has good ideas for the Ambulance Department which will be worked on in the future. Revenues look like they will be coming in ahead of schedule for 2014. The draft of the Personnel Policy will be coming forward soon.

8. Consent Agenda:

Councilpersons Wharton and Kruger moved to approve the consent agenda as presented. Motion adopted unanimously.

- 8.1 Approved the October 7, 2014 Regular Minutes
- 8.3 Resolution to Transfer Funds from Street Dept. Budget to CIP Plan
- 8.4 Resolution for Assessment of Unpaid Utility and Service Charges
- 8.5 Business Park Assessment Resolution – MOVED TO GENERAL BUSINESS**
- 8.6 Port Authority Appointment – Ms. Amy Gaedtke
- 8.7 MN Lawful Gambling Application for Raffle for Wabasha-Kellogg Junior Prom
- 8.8 Cooperative Maintenance Agreement between Wabasha County and City of Wabasha
- 8.2 Warrants:

Mayors	General Fund	\$5,202.95
Police	"	5,227.53
Legal	"	7,120.48
Planning & Development	"	9,750.12
Street Dept.	"	11,912.30
Park Dept.	"	2,959.32
Engineering (General	"	1,984.00
2014 Street Project	"	3,645.00
2014 TH 60 St. Project Eng.	"	1,068.50
Elections	"	2,927.25
Ambulance	"	8,517.49
Pool	"	135.18
Police Car Lights/Siren/Laptop	CIP	5,272.29
Fire	"	6,542.19
Miscellaneous	"	248.60
Michael Duane Clickner Mem. Bridge Monument	Donations	2,300.00
Raffle Proceeds to Amb.	Raffle	2,190.00
MN Historical Soc. Grant Reimb.	Reimb. Unused Funds	430.00
Total	"	77,433.20

**CITY OF WABASHA
RESOLUTION NO. # 44-2014**

**RESOLUTION TO TRANSFER FUNDS FROM STREET
DEPARTMENT BUDGET TO CIP PLAN**

WHEREAS, pursuant to the Wabasha City Charter, 7.08 Alterations in Budget, the City of Wabasha, City staff requests the Council's authority; and

WHEREAS, due to weather, the chip sealing of the City streets was delayed;

WHEREAS, it was determined to carry over the project into 2015;

AND WHEREBY, A sum of \$50,000 from the Street Department Budget be transferred to the CIP Plan to fulfill this project.

AND BE IT RESOLVED, the City of Wabasha City Council does hereby authorize the City Clerk to transfer the fund amount of \$50,000 from the Street Department Budget to the CIP Plan.

Adopted by the City Council of the City of Wabasha on November 12, 2014.

**STATE OF MINNESOTA,
COUNTY OF WABASHA,
CITY OF WABASHA**

**RESOLUTION # 45-2014
RESOLUTION FOR ASSESSMENT OF UNPAID UTILITY AND SERVICE CHARGES**

WHEREAS, pursuant to proper notice duly given as required by law, the City of Wabasha City Council has met, heard, and passed upon all objections to the proposed for unpaid charges for utilities and other services; and

WHEREAS, the amounts of bad debt have been minimized through diligent collection efforts by staff.

NOW THEREFORE, BE IT RESOLVED:

1. Such proposed assessment for unpaid charges, a copy of which is hereby attached as Exhibit 1 and made a part hereof, is hereby accepted and shall constitute the assessments against the lands named herein.
2. Such assessment shall be payable over a period of one year on or before the first Monday in January.
3. The owner of the property so assessed may, at any time prior to certification of the assessment to the County Auditor, pay the whole of the assessment on such property, to the City Clerk/ Treasurer.
4. The clerk shall forthwith transmit a certified copy of this assessment role to the County Auditor to be extended on the proper tax lists of the county and such Assessments shall be collected and paid over in the same manner as property taxes.

Assessment Listing	Parcel Description	Parcel #	Service	Amount
Name	Address			
Tom Gosse	505 2nd Street East	R27.00892.00	Water/Sewer	302.54

Adopted by the City Council on this 12th day of November, 2014.

9. Public Hearing: None

10.1 Fire Department – Purchase of Fire Truck: Councilpersons Bricher and Friedmeyer moved to approve the purchase of a Fire Truck from Fire Safety for \$185,000 and authorized an additional \$40,000 for equipment. Adopted by the following vote:

Ayes: Kruger, Wharton, Mayor Hall, Friedmeyer, Schoen, Schmidt, Bricher

Nays: None

Fire Chief Darren Sheeley came forward and thanked the Equipment Committee and also the Council. He stated this has been looked into for the past two years and a lot of time was spent on looking at trucks. He stated he thinks the new truck will suit the community well and it will be the City's first red fire truck.

10.2 Purchase of Toolcat: Tony Johnson and Mike Mroz came forward. Tony stated the 2014 Toolcat is a multi-purpose piece of equipment which will benefit both departments.

Chad Springer stated this purchase has been moved up in the CIP. Due to the timing and the use capabilities, staff felt this was an efficient and timely purchase.

Councilperson Kruger and Schoen moved to approve the purchase of the 2014 Toolcat 5600 G-Series as presented for \$38,886.34. Adopted by the following vote:

Ayes: Schmidt, Schoen, Bricher, Friedmeyer, Kruger, Wharton, Mayor Hall

Nays: None

10.3 Comprehensive Plan Timeline – Mr. Brian Malm: Mr. Malm stated Christy Clark will be working on this and has started pulling City information together. There will be a 20-member steering committee to work on this project. He asked Council to forward names of citizens they think may be interested in serving on the steering committee to Chad Springer or Christy Clark. A community survey will go out and then community workshops will be set up. The target completion date is set for the fall of 2015.

Chad Springer stated he asked Christy for commitment questions to use for the steering committee recruitment so there are expectations outlined.

Mr. Malm stated a Comprehensive Plan is a vision tool for Cities to use to guide growth, development and a guiding tool for future councils.

Councilpersons Wharton and Friedmeyer moved to approve the Comprehensive Plan Timeline as presented. Adopted unanimously.

10.4 Community Center Lease Amendment: Mayor Hall stated this is an amendment of the physical location and also to have the donations accepted through the City. Chad Springer stated this was approved by the City Auditor and City Attorney.

Councilpersons Schmidt and Kruger to approve the amendments to the Community Center Lease Agreement as follows:

- 1) Amend Exhibit A of the Use Agreement to include parcels 27.000245.00 and 27.000244.00.

- 2) Approve preliminary design and layout of the Wabasha Community Center as presented.
- 3) Approve the City of Wabasha to accept tax-deductible donations and have them deposited into a fund setup for the Wabasha Community Center with the Community Center Committee handling all accounting responsibilities.

Adopted by the following vote:

Ayes: Friedmeyer, Mayor Hall, Schoen, Bricher, Kruger, Wharton and Schmidt

Nays: None

Councilperson Friedmeyer recommended an Open House so there can be some input on a final design. Councilperson Schoen concurred. Community Center members, Ms.Carolynn Klees and Mr. Bill Jewson were present and stated an Open House would be held for public input.

10.5 Canvas 2014 Election Results: Councilpersons Schmidt and Wharton moved to approve the Resolution determining City of Wabasha Councilperson term and results for Mayor, Ward 1, Ward 2, and Ward 3 for the November 4, 2014, Municipal General Election. Adopted unanimously.

RESOLUTION # 48-2014
CITY OF WABASHA

WHEREAS, the Regular City Election was held at the General Election on Tuesday, November 4, 2014, to vote on officers for Mayor and three 4-year Council positions and the official returns of the judges of election were presented:

WHEREAS, said returns were duly examined, approved and placed on file in the Office of the City Clerk.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Wabasha that it is hereby found, determined and declared that the Regular City Election held in and for the City of Wabasha on Tuesday, November 4, 2014, was in all respects duly held and the returns thereof have been duly canvassed, the votes cast at said election were:

MAYOR (4 Year Term)	Rollin Hall	869	Write-in:	61
COUNCIL (4 Year Term Ward 1 – 1 elected):	John Friedmeyer	229		
	Joni Sargent	128		
	Write-in:		1	
COUNCIL (4 Year Term Ward 2 – 1 elected):	Steve Schmidt	225		
	Sharon M. Burke	157		
	Write-in:		1	
COUNCIL (4 Year Term Ward 3 – 1 elected):	Dean A. Meurer	169		
	Jim Roemer	118		
	Write-in:		4	

IT IS HEREBY FOUND AND DECLARED that the following candidates for office of Council elected at the November 6, 2012, Regular City Election for the respective terms to commence January 1, 2013 are as follows:

Mayor 4 year term:	Rollin Hall
Council Ward 1 – 4 year term:	John Friedmeyer
Council Ward 2 – 4 year term:	Steve Schmidt
Council Ward 3 – 4 year term:	Dean A. Meurer

Passed and adopted by the Council of the City of Wabasha, Wabasha County, State of Minnesota this 12th day of November, 2014.

10.6 2015 Budget Update: Chad Springer the preliminary budget was set at a 2% increase and staff has been able to lower that to a 1.5% increase and explained the funds for the Administrative Assistant has been removed from the Administration Budget which affects the 2015 Budget. He stated with the technology updates, staff feels comfortable with waiting to see how time and workflow settles out after adjusting to all the updates and also feel gains have already been made in certain areas. He asked Council to give feedback before the adoption of the 2015 Budget at the next Council meeting.

Discussion was held on the Library Budget in regards to the City's portion versus the County's portion. Chad Springer recommended Council direct the Library Board in lowering their budget or present Council with justification in their original budget.

10.7 Business Park Assessment Resolution: (moved from Consent Agenda): Chad Springer reported Mr. Russell Meyer purchased the 3 parcels from the Wabasha Business Park at public auction. Mr. Meyer purchased those parcels as an expansionary project to his current business. The City had deferred the assessments and now the County Auditor needs a Resolution reinstating the assessments. Mr. Meyer is requesting to have 5 years to pay the assessments at 0% interest. Chad stated he asked Mr. Meyer to provide reasons for his request and he provided the following:

- 1) Will add approximately 20 jobs per year at a minimum.
- 2) Further expansion will result in new real estate tax revenue for the City.
- 3) Will bring more dollars to the local businesses of Wabasha.
- 4) Supports the local construction industry.
- 5) Adds to the local population and grows the community.
- 6) Adds high paying jobs that afford employees a living wage.
- 7) Meyer Family has a history of transportation dating back to 1925. The family is financially stable and plans to be in Wabasha for many more years.
- 8) Growth could escalate.
- 9) Will eventually have 3 large buildings on this property including a storage building, operations center and a trailer repair shop and should be in place in 5 years.

Chad Springer stated this is a good move and shows the City is accommodating and willing to work with people/businesses.

Councilpersons Schmidt and Friedmeyer moved to approve the Resolution to make the Wabasha Business Park assessments payable over 5 years at 0% interest. Adopted by the following vote:

Ayes: Schmidt, Mayor Hall, Kruger, Friedmeyer, Bricher, Wharton, Schoen

Nays: None

RESOLUTION # 46-2014

**Reinstating Assessments to be placed on Taxes per the Sale of Tax Forfeited Parcels:
R27.01306.00, R27.01307.00, R27.01308.03**

WHEREAS; The City Council of the City of Wabasha, County of Wabasha, State of Minnesota, have approved the Auction of Tax Forfeited Parcels located within the City of Wabasha to the Wabasha County Auditor by way of Resolution #787, and reinstated the assessments by way of Resolution #788; and

WHEREAS, The City Council reduced the special assessments by way of Resolution #32-2014 on August 5, 2014; and

WHEREAS, The City Council of the City of Wabasha also requests the Wabasha County Auditor to reinstate the assessments (see Exhibit A-Schedule of Assessments) to be placed on the taxes due to the sale of below said parcels described as:

R27.01306.00 Wabasha Business Park, Sec 32 Twn 111 Ran 010, 1.77 Ac, Lot 2 Blk 2

R27.01307.00 Wabasha Business Park, Sec 32 Twn 111, Ran 010, 3.40 Ac, Lot 3 Blk 2

R27.01308.03, Wabasha Business Park, Sec 32, Twn 111, Ran 010, 1.35 Ac, SEly 150' of Lot 4, Blk 2

NOW, THEREFORE BE IT RESOLVED that the Wabasha City Council hereby requests aforementioned assessments to be reinstated after the sale of said lands.

Resolution adopted this 6th day of November 12, 2014 .

11.1 Donations:

**Councilperson Schoen read the following donations:
Adopted unanimously.**

**CITY OF WABASHA
RESOLUTION NO. # 49-2014**

RESOLUTION ACCEPTING DONATIONS

WHEREAS, The City of Wabasha is generally authorized to accept donations of real and personal property pursuant to Minnesota Statutes Section 465.03 for the benefit of its citizens, and is specifically authorized to accept gifts and bequests for the benefit of recreational services pursuant to Minnesota Statutes Section 471.17; and

WHEREAS, The following persons and entities have offered to contribute the cash amounts set forth below to the city for the following:

<u>Name of Donor</u>	<u>Description</u>	<u>Amount</u>
David Kruger	Park Donation	\$100.00
Belvadine Klassen	Ambulance Donation	\$500.00
Belvadine Klassen	Police Donation	\$500.00

WHEREAS, All such donations have been contributed to assist the city in the establishment and operation of recreational facilities and programs either alone or in cooperation with others, as allowed by law; and

WHEREAS, The City Council finds that it is appropriate to accept the donations offered.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF WABASHA, MINNESOTA, AS FOLLOWS:

1. The donations described above are accepted and shall be used to establish and operate recreational facilities and programs either alone or in cooperation with others, as allowed by law.

2. The city clerk is hereby directed to issue receipts to each donor acknowledging the city's receipt of the donor's donation.

Adopted by the City Council of the City of Wabasha on November 12, 2014.

Having no other business, councilpersons Friedmeyer and Schoen moved to adjourn at 8:32 pm. Adopted unanimously.

Susan Schamaun, City Clerk