

Councilpersons:  
First Ward: Gallenberger, Friedmeyer  
Second Ward: Schmidt, Hiers  
Third Ward: Meurer, Bricher

Mayor: Rollin Hall  
City Attny: Peter Ekstrand  
City Adm: David Schmidt  
City Clerk: Susan Schamaun

Date: February 1, 2011

### ***PROCEEDINGS OF THE CITY COUNCIL***

The regular meeting of the City Council of the City of Wabasha was held on Tuesday, February 1, 2011, and was called to order at 7:00 pm by Mayor Roll Hall.

All present stood and recited the Pledge of Allegiance.

Mayor Hall announced all Councilpersons were present with the exception of Councilperson Meurer. Councilperson Meurer arrived later.

**Guest Presentation:** Mayor Hall introduced Fire Chief Keith Hough. Mr. Hough came forward and stated the Fire Relief Association donated \$8,105.86 to the Wabasha Fire Department and the funds are from gambling proceeds. He further stated the Wabasha Fire Relief has also donated funds to the Zumbro Falls Fire Department families that were affected by the flood. They have also donated funds to the Wabasha Chamber. In reference to the donation given to the Wabasha Fire Department, they would like to use those funds to refurbish the boat that was received by the Wabasha County Sheriff's Department into a rescue boat by adding fire and rescue supplies etc.

Mr. Hough stated there were approximately 90 runs last year and they have a good young crew. He stated the Fire Department isn't just for fires anymore as there are a lot of rescue, emergency services, and mutual aid done as well.

Mayor Hall stated there are a lot of questions about the flood that is predicted for this spring. He asked City Administrator David Schmidt to read the first part of a public announcement that will be put on the City's website. David Schmidt read the following:

*"The City of Wabasha understands the challenges posed by a flood event. We have been meeting for several months with State and Local emergency management personnel to obtain the best information to protect our community. The threat of flooding for Wabasha comes from the spring release of snow and waters generated by the Mississippi, Minnesota, Chippewa and Buffalo Rivers along with the watersheds that drain into them. While the addition of a manmade dike on Lawrence Boulevard assists the City to protect several houses on Main and Lawrence, as the river rises, ground water does as well. Flood waters seep underground, rising to a constant level on both sides of any protection device."*

David Schmidt introduced Police Chief Dave Kruger, who is in charge of Emergency Management for the City of Wabasha. Police Chief Kruger came forward and stated the City is in contact with the National Weather Service on a daily basis and the City has secured sand bags in case they are needed, and are checking into the availability of pumps and all the information is on the website and concluded by stating it is a wait and see situation as it will depend on spring rain fall as well as the rate of snow melt.

**Mayor Presentation:** Mayor Hall stated the City Council will be having a financial workshop on Tuesday, February 22<sup>nd</sup> at 6 pm with Mr. Mike Bubany, a capital financial planner, at the County's new Justice Center in the Training Room. He encouraged all commission members and employees and citizens to attend the workshop.

**Council President Election:** Mayor Hall stated a new Council President needs to be appointed to run Council meetings in the absence of the Mayor. **Councilpersons Bricher and Friedmeyer nominated Councilperson Gallenberger as Council President. Councilpersons Schmidt and Hiers moved to close nominations and approve the nomination of Councilperson Gallenberger as the 2011 Council President. Adopted unanimously.**

Mayor Hall thanked Councilperson Schmidt for serving as Council President for the last 2 years.

#### **Committee Reports and Wabasha Good News:**

Councilperson Bricher, Street Commission member, stated he can't guarantee his report as it is just based on what he can recall. He reported City Engineer, Bill Anderson, was at the last Street Commission meeting and after review and discussion, the Street Commission will be recommending Council approve installing a 5' sidewalk right next to the curb between Grant Boulevard and Hiawatha on the Athletic Field side of Alleghany Avenue. It was felt due to the high traffic using this street as they come off the bridge and the fact that so many kids use that area in the summer due to Summer Rec and the skateboard park, it is needed. It was also felt the crosswalks should be painted in that area at all intersections.

He also reported the Street Commission approved the purchase of a kit for the plow wing on the 2007 Sterling Plow Truck as a safety item. He explained that when the wing is retracted it goes straight up and blocks the view of the driver out the passenger window which becomes a safety hazard especially at intersections. The kit will allow the wing to retract horizontally to the side of the truck.

He also reported the Street Commission discussed the upgrade of radios in the future to be able to communicate with the County for various situations. He also stated the VHF channels are being eliminated for public purposes.

Councilperson Bricher reported that the Street Commission met with Mr. Bill Anderson ahead of the joint meeting with the Utilities Commission and discussed some of the issues and questions submitted by Mr. Anderson. He stated sidewalks were discussed and some locations that were identified for consideration of sidewalks were:

- 12<sup>th</sup> Street between Hiawatha and Broadway
- Broadway between 12<sup>th</sup> Street and Hiawatha
- Pierce between 12<sup>th</sup> Street and Hiawatha or Rustic Lane
- 10<sup>th</sup> Street between Broadway and Washington

He stated a pedestrian traffic study was recommended for this area and it was stated Molly Patterson-Lundgren could work on this item.

He also reported the County is planning on repairing Hiawatha Drive in 2013 and stated any future utilities work should be coordinated with the County's timeline for Hiawatha Drive.

Next, he stated Bill Anderson was looking at clarification for parking in City Right-of-Way on streets that are proposed for reconstruction. Three areas that Bill wanted clarification on were as follows:

- The church at 12<sup>th</sup> Street and Pierce
- Car Quest store at Hiawatha and Bailey
- Subway at 9<sup>th</sup> Street and Pembroke

These places are using City right-of-way for perpendicular parking.

The next item of discussion was a gravel road on Franklin Avenue between 10<sup>th</sup> and 12<sup>th</sup> Streets. He stated the Street Commission unanimously felt that bituminous only should be considered, no curb and gutter.

Next, the Street Commission discussed the replacement of all traffic and street signs required by federal law by 2013 and felt adding signs to the proposed 2011 street project would keep it out of the Street Department budget.

He went on to report the Street Commission discussed disposal and stock pile areas and contractor staging areas. The following areas were identified:

- Part of the parking area next to the Athletic Field
- Open area behind City Hall
- Open area behind the Public Works building

In reference to rain gardens, the Street Commission determined not to include with the 2011 Street Project and felt the City already has some natural locations already in existence.

Finally, the Street Commission discussed access issues during the 2011 street project and it was determined to address these issues ahead of time so the City does not run into problems.

Councilperson Schmidt reported the Utilities Commission talked about some of the streets that are identified on the proposed 2011 Street Project, and one street discussed was Twelfth Street and the storm water problems it has. He stated obviously the pipe isn't large enough to handle the amount of storm water it receives and it the possibility of enlarging the pipe size, taking the pipe out and replacing with a larger pipe and it sounded like the cheapest options was to parallel another pipe along side the existing pipe to take care of the extra water.

He stated there are sections on Broadway that have lead joints on sections of the water mains and if that street is worked on then those water mains need to be replaced that have lead jointed connections. Also, those lead jointed connections are hooked to galvanized pipe running to the property lines and those lines are very old and should be replaced. He also stated the water services should be replaced with new copper water services. To replace the water mains means spending approximately \$25,000/block and replacing the water service to each individual lot would be in addition to that cost. But he stated if the City is going to fix the road, then it makes sense to do this work as well so the road doesn't have to be dug up later to fix leaks. He concluded by recommending any paving the City does over galvanized water services or lead jointed water mains, the City should consider doing the work to replace these items as well.

Mr. Bill Anderson came forward to discuss 10 questions that he has previously discussed with the Utilities Commission and Street Commission in a joint meeting on Tuesday, January 25<sup>th</sup>.

- 1) Any new sidewalks? Bill stated Molly Patterson-Lundgren, City Planner, is looking at a sidewalk report to bring back to the Street Commission. After the sidewalk report is reviewed, a recommendation will be made and that will be implemented into the plans and specs for the Council to review and make final determination. Mayor Hall asked Councilperson Friedmeyer if he felt the Planning Commission should look at sidewalks in which Councilperson Friedmeyer stated he felt it should be looked at from a pedestrian traffic safety aspect. Bill stated costs would not increase very much to include sidewalks on the plans and specs as they are already dealing with grades for the street project.

It was concluded to have Bill proceed with the plans and specs without the sidewalks until Molly has completed the sidewalk report and after the Utilities Commission and Street Commission have reviewed and discussed the information and make a recommendation.

- 2) Parking in City Right-of-Way? Bill stated the Utilities and Street Commissions felt their recommendation would be to put the curb and gutter grades in where they should be with normal widths and those places (church on Twelfth Street, Car Quest, Subway) that use that City right-of-way as angle parking can be matched into their grade. He stated the curb will be put in at the right grade for drainage and then they will drop the back of the curb and then just pave up. That way the drainage will be controlled, delineate the street and then people can still park there.
- 3) 12<sup>th</sup> Street Storm Sewer. He stated this is one of the few places there is a sag in the street and the water pools there with heavy rains and after a few storms this past summer, the water was several feet deep. He stated he has to look at the drainage areas and sketch options out.
- 4) Water mains. He stated they will figure replacing water mains on Broadway and possibly replacing sewer and have bid items for it, and then investigate at the beginning of the job when the digging begins and do as the project demands. This may be the case on 10<sup>th</sup> Street also.

He stated rain gardens will not be included in the plans and also encouraged Council and staff to talk to people about access issues. When they are staging the construction, it can be put in the specs any restrictions the City wants for the contractor and as long as it is set up ahead of time there is no limit to how the project can be staged in relation to access restrictions and requirements.

Bill also stated if the City wants to go Best Value, a Best Value committee will have to be established. Then a workshop will be set up to instruct the committee and then that committee will review the bids.

Councilperson Hiers reported the Park Board is working on revamping the Summer Rec program and there will be a meeting at City Hall on Monday, February 7<sup>th</sup> at 7:00 pm for interested parents and community members and she encouraged anyone who is interested, to please come to the meeting.

Councilperson Friedmeyer reported the Planning Commission is working on bulk or mass as it relates to zoning areas, ordinances and different neighborhoods. They will be looking at how to measure from the right-of-way versus the curb, proximity of different buildings and just exactly what the City's ordinances allow.

Councilperson Gallenberger and Meurer stated they will take under advisement what committee they would like to serve on.

Mayor Hall reported on December 1<sup>st</sup> it was determined a committee consisting of Mayor elect, Councilpersons Bricher and Gibson would meet and review all job descriptions and also work on future budget considerations for 2011 and beyond. Councilperson Hiers would be an alternate for this committee. He stated they have met with all department heads and one line employee and have gone through their job descriptions item by item and have asked what is essential, is there anything that can be transferred, and if there was any item that could be eliminated. He further stated they intend to sit down with all employees and then put a report together and report to Council at a later date.

**Wabasha Good News:** Councilperson Gallenberger reported the Chamber of Commerce, in an effort to raise funds and generate interest in the Chamber and Wabasha, now has a Social Membership and for \$50.00/year people can become a member. Their first after-hours get-together was at Twain's Bar behind the pizzeria and she stated she met new Wabasha residents and it was really positive, nice and very interesting.

Mayor Hall reported he attended the Firemen's Banquet and stated the first thing he noticed was pride. He also congratulated Jeremy Binner for being Firemen of the Year and also congratulated Gary Kennebeck and his family as Gary was recognized for 40 years of service to the Fire Department.

Mayor Hall stated he went to a new official training program over the week-end and said after introducing himself he reported people commented on what a nice community Wabasha is. Mayor Hall stated that is a compliment to residents, past mayors, past councilpersons and to anyone who in the past has brought Wabasha up to where it is at today.

Councilperson Bricher reported he and Mayor Hall and Councilperson Gallenberger along with other people judged the Science Fair at the school. There were a lot of very interesting projects and the children were well-versed in what they had done, and they were proud and he felt there was good scientific interest going on and it showed in the children's work.

Mayor Hall asked if there were any changes or additions to the agenda. Hearing none he asked David Schmidt to explain the 1<sup>st</sup> Readings on the Consent Agenda.

David Schmidt stated all the 1<sup>st</sup> Readings require two visits to the Council agenda. He stated the City is trying to communicate that if the 1<sup>st</sup> Reading passes on the Consent Agenda, it will appear on the next agenda. It serves as a heads-up to the public so the public will have more opportunity to hear the discussion.

**Councilpersons Bricher and Gallenberger moved to approve the following consent agenda: Adopted by the following vote:**

**Ayes: Friedmeyer, Gallenberger, Bricher, Hiers, Schmidt, Meurer, and Mayor Hall**

**Nays: None**

Approved the January 4, 2011 Regular Council minutes and January 18, 2011 Special Meeting minutes.

Approved 2<sup>nd</sup> Half of 2011 Appointments

Approved Fire Contracts

Approved 1<sup>st</sup> Reading for the following:

- Modification to Park Board Membership Ordinance
- Modification to No-Wake Ordinance
- Fee Schedule Modification
- Amend City Code Chapter 1220 – Forestation Control Ordinance
- Tower Ordinance Amendment
- Amend City Code Chapter 10 - Sale, Consumption and Display of Liquor and Beer Section 1010 Malt Liquor

Approved the following warrants as presented:

Mayors	General Fund	\$5,713.02
Legal	"	\$3,587.78
Fire Dept.	"	\$7,054.29
Park	"	\$2,086.97
Streets	"	\$16,842.87
Pool	"	\$495.00
Building Inspection Fees	"	\$1,094.65
Police	"	\$2,054.14
Ambulance	"	\$1,800.00
2011 Street Imp. Eng. Fee	"	\$8,817.50
<b>Total</b>		<b>\$49,546.22</b>

**9.1 Police Reserve Force:** Police Chief Dave Kruger came forward and stated he would like to start a Police Reserve Program to help with the calls that do not need a licensed officer to respond to. They could also assist with traffic, special events, football games, etc. He also stated other communities utilize a Police Reserve Program especially since budget cuts have taken place. He would start out with six reserves and candidates for this program would typically be law enforcement students, retired police officers and also encourages local citizens to come forward to be considered. Police Reserves can be hired at a much lower rate compared to a part-time officer. Police Chief Kruger stated he and the Police Commission would collect applications and do a background check on those applicants. He also stated they would be trained in-house and they would be supervised by the officer on-duty or himself.

He stated the Police Reserve Program would cost approximately \$3,500.00 and the funds would come from the Police Impound Fund.

**After discussion, Commissioners Friedmeyer and Hiers moved to approve Police Chief Kruger to proceed forward in implementing the Police Reserve Program as submitted. Adopted unanimously.**

**9.2 Engineering and Legal RFP's:** Mayor Hall stated the City Administrator was directed to draft RFP's for Engineering and Legal.

**Councilpersons Bricher and Gallenberger moved to direct the City Administrator to release the RFP's for Engineering and Legal services. Councilperson Schmidt requested the motion be amended to address the RFP's separately with the Engineering RPF to be considered first. Councilperson Bricher agreed. Amended motion: Councilpersons Bricher and Gallenberger moved to direct the City Administrator to release the Engineering RFP with the City Administrator to determine the schedule dates. Adopted unanimously.**

Discussion was held on the Engineering RFP. City Administrator, David Schmidt, stated he would recommend approving a time-frame to coincide with the proposed street project. It was determined the City Administrator would work on the RFP dates and bring back to Council.

The Legal RFP was brought forward for discussion. David Schmidt stated he was looking for direction from Council on what the dates should be for the Legal RFP.

**Councilpersons Bricher and Friedmeyer moved to direct the City Administrator to release the RFP's for Legal Services. Adopted by the following vote:**

**Ayes: Meurer, Bricher, Gallenberger, Friedmeyer, Mayor Hall**

**Nays: Schmidt, Hiers**

Discussion was held on the Legal RFP. David Schmidt stated there may be firms or attorney's that apply for the civil aspect and some that apply for the criminal aspect and the City could hire for the two separately or one to cover both based on the proposals that are submitted.

Councilperson Schmidt stated he didn't feel now was the right time to change City Attorneys and felt the RFP process is complicated and is asking a lot from any firm and fears that proposals may come in that the City can't afford or receive a proposal from someone right out of law school. With the City's current attorney's experience, he stated he is opposed for going out for Legal RFP's.

Mayor Hall stated the City is not obligated to accept any bid and the whole thing is about relationships and trust and the City is just looking at what it is costing us and what could it cost us.

**9.3 Pay Equity:** David Schmidt stated the City did not pass the 2010 Pay Equity test. In modifying two classes, the City passes according to their standards. The City will be notified in three to four months in reference to whether or not the City has officially passed.

Councilperson Gallenberger stated the State sets pay ranges for City and State positions and it is reviewed every three years.

It was stated that non-compliance to Pay Equity can result in a fine of \$100/day.

**After discussion, Councilpersons Meurer and Bricher moved to amend the upper pay range for Administrative Assistant, Police Coordinator by increasing \$24/month and Library Clerk upper pay range must be increased by \$125/month. Adopted unanimously.**

**9.4 Ambulance Director Position:** Councilperson Friedmeyer stated the subcommittee for the Ambulance Director position created a current a Job Description as well as a job analysis that was broken down by the hours. He recommended Council, after discussion, to approve letting the same subcommittee search for an Ambulance Director to fill that position.

Councilperson Gallenberger questioned whether our Ambulance Department can still do training in which Councilperson Friedmeyer stated the department still is considered a training center and still instructs babysitting classes, CPR refresher classes, EMT classes and also trains it's own crew.

**After discussion, Councilpersons Schmidt and Meurer moved to approve the City Administrator to advertise for a Full-Time Ambulance Director and to have the Mayor's subcommittee to serve as the interview committee to make a recommendation to Council for the position of Ambulance Director. Adopted unanimously.**

**Donations:** Councilperson Schmidt announced the Wabasha Fire Relief Association donated \$8,015.86 to the Wabasha Fire Department Equipment Replacement Fund to buy new equipment for the boat.

**9.5 2011 Goals for City Council:** Mayor Hall tabled this item.

Having no other business, the meeting unanimously adjourned at 9:18 pm.

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Susan Schamaun, City Clerk