

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: May 6, 2014

PROCEEDINGS OF THE CITY COUNCIL

The regular meeting of the City Council of the City of Wabasha was held on Tuesday, May 6, 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: Mrs. Lori Dunagan, Community Ed Director, and Mr. Jon Stern, W-K Elementary Principal, came forward and gave a presentation on Community Ed.

3. Public Comments: None

4. Changes or Additions to Agenda: City Clerk stated she would like to add a Resolution for First State Bank to establish temporary facilities in the event of a disaster under Consent Agenda and Pool Roof Replacement under General Business.

Councilpersons Schoen and Kruger moved to approve the agenda with amendments. Adopted unanimously.

5. Mayor's Presentation:

Mayor Hall reported the W-K Drama Club did an outstanding job in performing The Sound of Music. He announced he would be using his I-Pad for the meeting and recommended Council think about using I-Pads and becoming paperless for meetings. He suggested Councilpersons Schoen work with himself and City Administrator, Chad Springer, in looking into options. He announced he attended the Minnesota Mayor's Convention which was on Civility.

6. Committee Reports and Wabasha Good News:

Park Board: Park Superintendent, Mike Mroz, came forward and reported the Community Gardens have been tilled and staked and they are ready to use. There has been restructuring for the Pool this year and there will be a Pool Director and Assistant Pool Director.

Street Commission: Councilperson Bricher reported they met on April 29th and discussed 15 minute parking in the downtown business area. The 15 minute areas would be next to the handicap parking locations already in place. Hours for 15 minute parking will be 8:00 am – 6:00 pm seven days a week. Discussion was held on Broadway Avenue valley gutters. There were two bids received for the 2014 Chip Sealing. Street Commission approved bid from Fahrner Asphalt due to past work with the City. Discussion was also held on the 2014 Mill and Overlay Project as well as discussion on concrete repairs at Industrial Court area, Milligan & Bailey Avenues and River Drive South.

Police Commission: Councilperson Wharton stated the Police Commission met and discussed a Community Involvement Project.

Utilities Commission: Councilperson Schmidt reported they met on April 29th and discussed installing a new pressure sewer line on Grant Boulevard for 3 residents. The Utilities Commission approved the project and went out for bids. Jerry Hartert's bid was approved for \$14,100. This will be paid by the Utility Funds to be reimbursed by the three residents when they hook up. He reported the UT Commission also approved the purchase of the Water Tanker from the City of Kellogg which is on the agenda for later tonight.

Planning Commission: Councilperson Friedmeyer reported the Planning Commission met on April 8th and they had two public Hearings. Planning Commission received a request to appeal the Business Park Overlay Design District (BPODD) from the Port Authority. Both commissions will work on this issue.

HPC: Councilpersons Schoen reported she did not attend but they were slated to work on annual goals and their mission. She reported they applied for a grant for continuing education.

7. Administrator's Report: Chad Springer, City Administrator, asked Sean Lathrop, Ambulance Director, to come forward and address Council on the Ambulance Rotation Schedule. Sean came forward and reported the primary ambulance is slated to be replaced in 10 years and the secondary ambulance is slated to be replaced in 15 years. He stated with the grants and donations received, they were able to purchase two Lucas Devices, which are automatic CPR devices.

Chad reported the department heads continue to work on the Personnel Policy amendments. There will be a City Hall clean up on Wednesday, May 14th. The City is working on transitioning of the Utilities Contract with PeopleService, Inc. He reported the single bid for the 2014 Mill & Overlay Project was higher than anticipated. The 2013 Street Project is ongoing. He reported he and City Clerk will be having a 2015 Budget meeting with Mike Bubany. There has been sandbagging at Slippery's due to the rising river levels. The Bike Path Grant has been funded and work should start in 2016 with the City's contribution at \$24,000. There are some emergency management sirens not working and that will be looked into.

8. Consent Agenda:

Councilpersons Kruger and Wharton moved to approve the consent agenda as presented with the one addition of the First State Bank Resolution and removal of Personnel Policy Amendments: Motion adopted unanimously.

- 8.1 Approved the April 1, 2014, Regular Minutes and April 15, 2014 Special Meeting Minutes
- 8.3 MN Lawful Gambling Application for Exempt Permit for Raffle – Septoberfest Raffle
- 8.4 MN Lawful Gambling Application for Exempt Permit for Raffle – Riverboat Days Raffle
- 8.5 MN Lawful Gambling Application for Exempt Permit for Raffle & Bingo – St. Elizabeth's Hospital
- 8.6 MN Lawful Gambling Application for Exempt Permit for Raffle – St. Elizabeth's Hospital
- 8.7 Temporary On-Sale Liquor License Application for Chamber of Commerce – Riverboat Days Event
- 8.8 2014-15 Liquor License Annual Renewals
- 8.10 1st Reading – Zoning & Shoreland Ordinance Proposed Amendments
- 8.11 Resolution for First State Bank to Establish Temporary Facilities in the Event of a Disaster
- 8.2 Warrants:

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|--------|--------------|-------------|
| Mayors | General Fund | \$5,913.64 |
| Police | " | \$16,426.03 |
| Legal | " | \$3,500.00 |

| | | |
|--------------------------|----------------|--------------------|
| Planning & Development | “ | \$5,675.18 |
| Street Dept. | “ | \$12,832.84 |
| Park Dept. | “ | \$3,851.62 |
| Miscellaneous | “ | \$567.00 |
| 2013 Street Project Eng. | “ | \$133.50 |
| Technology Upgrade | Capital Outlay | \$14,167.00 |
| Engineering (General) | “ | \$35.00 |
| Dog Pound | “ | \$39.20 |
| 2014 St. Project | “ | \$1,379.90 |
| Bldg. Inspections | “ | \$735.25 |
| Ambulance | “ | \$9,711.74 |
| Pool | “ | \$1,705.76 |
| Library – Workers Comp | “ | \$276.00 |
| Audit Fees | “ | \$5,000.00 |
| Fire | “ | \$7,753.09 |
| Elections | “ | \$85.35 |
| Total | “ | \$89,788.10 |

Discussion was held on 8.9 Personnel Policy Amendments that was pulled from the Consent Agenda. Attorney Ekstrand felt the Technology Use Segment needed to be worked on. It was determined City Administrator would work with the City Attorney on the Technology Use Policy.

9. Public Hearing: None

10.1 Street Project Updates: MSA: Mr. Jon Herdegen, MSA, came forward and presented Council with Pay Estimate No. 9 for the 2013 Street Project for Haas Sons, Inc. for \$38,806.53. He also presented Council with Change Order No. 4 for \$15,169.00 for the sanitary sewer castings and seals that were installed in July 2013 to replace the failing castings and also for tree grates and was approved by Council. He reported MSA did a spring walk though of the 2013 Street Project along with Steve Haas, Owner of Haas Sons, Inc., Tony Johnson, Street Superintendent, Kevin Burns, Project Manager for MSA, and Councilpersons Schmidt and Bricher.

Councilpersons Wharton and Schmidt moved to approve Change Order No. 4 and Pay Estimate No. 9 to Haas Sons, Inc. for \$38,806.53. Adopted unanimously.

He reported the 2014 Mill & Overlay Project received only one bid and it was from Rochester Sand & Gravel. The project costs were anticipated at \$388,600 and the bid came in at \$551,814. A special meeting will be held to discuss conversations with Rochester Sand & Gravel and ways in which the costs of the project could be amended.

10.2 Request for Donation – 4th of July Fireworks Display:

Mr. Paul Flicek, submitted a letter stating The Son's of the American Legion were requesting the City donate \$2,000 towards the 4th of July fireworks display as they have for several years.

Councilpersons Kruger and Friedmeyer moved to approve donating \$2,000 towards the 4th of July fireworks display. Adopted unanimously.

10.3 Second Reading: ATV Ordinance Amendment:

Councilpersons Schmidt and Kruger moved to approve the amendments to the ATV Ordinance as presented. Adopted unanimously.

Councilpersons Schoen clarified that the amendment improves residents ability to have access around town. She also stated certain county/state roads were being taken off as restricted to be consistent with the County of Wabasha's policy.

10.4 Second Reading: Golf Cart Ordinance Amendment:

Councilpersons Schoen and Friedmeyer moved to approve the Golf Cart Amendment as presented. Adopted unanimously.

10.5 Second Reading: Zoning & Shoreland Ordinance Proposed Amendments:

City Administrator, Chad Springer, explained that this amendment deals with major traffic generators. He stated the Planning Commission had a public hearing and has approved the amendments. He stated these amendments are for conditional uses where the triggers would warrant a traffic study.

Councilpersons Friedmeyer and Schoen moved to approve the amendments the Zoning & Shoreland Ordinance as proposed. Adopted unanimously.

10.6 Approve Social Media Policy:

Chad Springer stated the City is looking at ways to better communicate with the public for things such as swimming lessons, snow emergencies, river levels, etc. He stated City Attorney Ekstrand has reviewed this. He stated this will allow the City to have a Facebook Account, Twitter Account, etc.

Councilpersons Wharton and Schoen moved to approve the Social Media Policy as presented. Adopted unanimously.

10.7 Ambulance Response Vehicle:

Chad invited Sean Lathrop, Ambulance Director, to come forward and present the information and notified Council that the Ambulance Commission approves the concept of a Ambulance Response Vehicle.

Sean Lathrop came forward and gave a presentation on why he and the Ambulance Commission feel definitive care is critical and timely and the importance the role of an Ambulance Response Vehicle plays in that response time to a scene. He shared instances where he was able to get to an emergency ahead of the ambulance and start assessing the needs and start immediate care. He stated he is looking for direction from the Council.

After discussion, it was determined Sean and the Ambulance Commission would bring more pertinent data back to Council. It was stated if it was deemed a new Ambulance Response Vehicle was better than relying the current vehicle, to bring back pricing of a new vehicle. It was also determined that City Administrator, Chad Springer, would work with Sean and Councilpersons Schmidt and Friedmeyer to go through all the information and bring back a determination of whether or not this should be supported.

10.8: Water Tanker Replacement: Tony Johnson, Street Superintendent, came forward and stated it came to his attention that the City of Kellogg was going to sell their 1993 Chevy Water Tanker. This truck has approximately 4,600 miles on it. He stated currently the City has a 1972 truck that he had slated to be replaced in 2016 for \$20,000. It is not driven on the highway anymore and they are constantly working on it. The City of Kellogg is giving the City the opportunity to purchase the 1993 Chevy Water Tanker for \$10,000.

Councilperson Schoen and Kruger moved to approve the purchase of the City of Kellogg's 1972

Public Works Water Tanker for \$10,000 with the cost being split equally between the Utility, Street and Parks Departments. Adopted unanimously.

City Attorney Ekstrand advised getting a book value on the City of Kellogg's tanker truck to make sure the City isn't overpaying.

10.9 Charter Amendment Discussion:

City Attorney Peter Eskstrand stated there are several ways the City could amend their charter. He stated it is covered under Minnesota Statute 410.12. He stated there is a specific subdivision for cities of the 4th Class, which Wabasha is a 4th Class City. He stated 4th Class Cities can amend their charter by ordinance without submitting them to the Charter Commission. He stated this is the route a prior Council chose when they amended the charter back in 1987. There has to be a four-fifths vote (6/7's for Wabasha) on the ordinance and it has to be published for two weeks before the vote and the vote would be after a public hearing. The Council must then submit the ordinance to the voters for the amendment.

He reported another way of amending the charter is appointing a Charter Commission. A Charter Commission must have 15 members of the community who want to act as the Commission. They study the charter and make proposals for amendments. To establish a commission takes a petition sent to the Chief Judge in the district. The Chief Judge then would most likely appoint those 15 people to the Charter Commission. Amendments are brought to Council by the Charter Commission. If it passes Council unanimously, it does not have to go to vote, but Council must wait 60 days in case someone petitions for a vote. There is always the possibility it could go to vote.

Attorney Ekstrand stated the League of MN Cities offers a service for amending charters. He stated he was not sure what it entails but if was an option for the City to consider. When the charter was amended in 1987, the City used the League of MN Cities.

Councilperson Schoen stated she brought this issue up based on feedback from other people. She stated conversations have been around 'why can't we get the best candidates' on the City Council instead of getting two from every ward. She stated the concept would be to have one representative from each ward with three at large representatives. She stated they are doing it in other cities because the ward system is becoming antiquated.

City Clerk, Sue Schamaun, stated the deadline may be past to put a question on the ballot but she would contact the County Auditor's office and Council would be notified.

10.10 Pool Roof Replacement:

Chad Springer reported the Park Board looked at maintenance items for the pool and approved replacing the pool roof.

Mike Mroz, Park Superintendent, came forward and stated he received two bids. One from Advanced Construction and Remodeling for \$6,737.10 and one from On Top Construction for \$6,248.42. Park Board approved the bid from On Top Construction for \$6,248.42.

Councilpersons Wharton and Schmidt moved to approve awarding the bid to On Top Construction in the amount of \$6,248.42 to replace the pool roof. Adopted unanimously.

11. Donations:

Councilpersons Wharton and Kruger moved to adopt Resolution # -2014 approving the Resolution Accepting donations as presented: Adopted unanimously.

**CITY OF WABASHA
RESOLUTION NO. # -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> |
|------------------------------------|------------------------|---------------|
| Wabasha Super Valu | Fireworks | \$ 200.00 |
| Burkhardt-Roemer VFW Post 4086 | Summer Reading Program | \$ 500.00 |
| River Junction Arts Council | Summer Reading Program | \$ 219.50 |
| Friends of the Library | Summer Reading Program | \$ 219.50 |
| Firemen's Relief Assoc. | Summer Reading Program | \$ 100.00 |
| Kathleen Geraghty | Summer Reading Program | \$ 100.00 |
| State Farm Ins./Jerry & Mary Arens | Summer Reading Program | \$ 100.00 |
| Binner Appliance | Summer Reading Program | \$ 50.00 |
| Perry Dental | Summer Reading Program | \$ 50.00 |
| Davidson & Associates | Summer Reading Program | \$ 50.00 |
| Wabasha Rubbish Removal | Summer Reading Program | \$ 50.00 |
| Abbott Funeral Home | Summer Reading Program | \$ 50.00 |
| Wabasha Dentistry | Summer Reading Program | \$ 50.00 |
| Bank of Alma | Summer Reading Program | \$ 25.00 |

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 May 6, 2014.

Having no other business, the meeting unanimously adjourned at 9:16 pm.

Susan Schamaun, City Clerk