

Council Meeting
January 22, 2013

Meeting called to order by Mayor Tammy Konz at 7:03pm

Council members present: Tammy Konz, Nate Osmundson, Eric Loewen and Joe Krippner; Paula Capes absent

Others present: Dave Blommel and Ashley Capes

Motion made by Joe Krippner and seconded by Eric Loewen to approve the following addendums to the agenda: Heritage House TIF and SEH; motion carried

Councilmember Paula Capes absent

Motion made by Nate Osmundson and seconded by Joe Krippner to approve the claims; motion carried

Councilmember Paula Capes absent

Motion made by Nate Osmundson and seconded by Joe Krippner to approve the following Consent Agenda Items:

1. Employee Time-off Request
2. Minutes of the January 8, 2013 Council Meeting
3. Minutes of the January 16, 2013 Employee Meeting
4. Minutes of the January 17, 2013 Special Council Meeting
5. Approval of Stearns County Fire Chiefs Association Mutual Aid Agreement
6. Resolution No. 01222013A Police Officer Declaration

motion carried

Councilmember Paula Capes absent

Dave Blommel from SEH discussed Pay Application #4 with the Council and also reviewed the oversizing costs owed from the Clearwater River Watershed District related to the storm sewer work. The accessibility study has been completed on City Hall; items discussed were the concrete in front of City Hall and entrance ramp, the bathrooms, a second egress and handicap parking.

Motion made by Joe Krippner and seconded by Eric Loewen to approve Pay Application #4 in the amount of \$125,827.62 for the utility project; motion carried

Councilmember Paula Capes absent

Officer Capes spoke with the Council about the Drive SMART Class; number of participants for the past 3 years: 2012 – 237, 2011 – 157 and 2010 – 156. She also discussed becoming a larger department. Those present also discussed police contracts.

Motion made by Nate Osmundson and seconded by Eric Loewen to increase the fee for the Drive SMART Class from \$75 to \$95; motion carried

Councilmember Paula Capes absent

The City Clerk discussed her 2012 wage allocation with the Council.

Motion made by Joe Krippner and seconded by Nate Osmundson to allocate 12.5% of the City Clerk's wages and benefits to the Water Dept. and 12.5% of the City Clerk's wages and benefits to the Sewer Dept. for 5 months of the 2012 calendar year and for the 2013 calendar year until a Utility Billing Clerk/Zoning Administrator is hired; motion carried

Councilmember Paula Capes absent

Clean-up Day is May 4; hours will be 7:30am-11:00am.

The City Clerk spoke with the City Attorney about the Heritage House TIF; the development agreement can be amended for development to occur in 2013, however if development does occur the TIF plan will also have to be amended as the project has been downsized. If development does not occur in 2013, the district should be decertified. The ordinance codification should be complete soon.

Motion made by Joe Krippner and seconded by Eric Loewen to approve the contract for Water and Wastewater Operator services with Brian Mehr and Troy Zwilling and to authorize her to sign the contract; motion carried

Councilmember Paula Capes absent

The Council will discuss the business expo at the next meeting.

The Council discussed the Utility Billing Clerk/Zoning Administrator position.

Motion made by Nate Osmundson and seconded by Joe Krippner to not hire a Utility Billing Clerk/Zoning Administrator at this time and have 2013 pay increases approved at the January 17 Special Meeting retro-active to January 1 and new City Hall hours start March 1; motion carried

Councilmember Paula Capes absent

Motion made by Nate Osmundson and seconded by Eric Loewen to adjourn at 9:34pm; motion carried

Councilmember Paula Capes absent

Respectfully submitted by Nicole Pilarski

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Payments

Current Period: January 2013

Batch Name	012213Claims Payment	Computer Dollar Amt	\$1,494.71	Posted
Refer	5252 <i>CENTERPOINT ENERGY</i>	<u>Ck# 035506 1/22/2013</u>		
Cash Payment	E 101-45200-383 Gas Utilities	Shelter Gas Service		\$55.65
Invoice	1/14/2013			
Cash Payment	E 101-42110-383 Gas Utilities	Police Bldg Gas Service		\$176.14
Invoice	1/14/2013			
Transaction	1 /18/2013	Due 0 Checking 10100	Total	\$231.79
Refer	5253 <i>MENARDS</i>	<u>Ck# 035508 1/22/2013</u>		
Cash Payment	E 200-42200-210 Operating Supplies	Fire Dept Supplies		\$60.54
Invoice	16849 1/15/2013			
Cash Payment	E 101-43100-210 Operating Supplies	Public Works Supplies		\$2.02
Invoice	16488 1/11/2013			
Cash Payment	E 101-42110-220 Repair/Maint Supply	Police Bldg Camera		\$352.68
Invoice	16488 1/11/2013			
Cash Payment	E 101-41000-220 Repair/Maint Supply	City Hall Doorbell		\$26.60
Invoice	16488 1/11/2013			
Transaction	1 /18/2013	Due 0 Checking 10100	Total	\$441.84
Refer	5254 <i>BOUND TREE MEDICAL</i>	<u>Ck# 035505 1/22/2013</u>		
Cash Payment	E 200-42200-210 Operating Supplies	Fire Dept Supplies		\$191.27
Invoice	80967802 1/4/2013			
Transaction	1 /18/2013	Due 0 Checking 10100	Total	\$191.27
Refer	5255 <i>W.S. DARLEY & COMPANY</i>	<u>Ck# 035512 1/22/2013</u>		
Cash Payment	E 200-42200-210 Operating Supplies	Fire Dept Supplies		\$208.74
Invoice	17050730 1/7/2013			
Transaction	1 /18/2013	Due 0 Checking 10100	Total	\$208.74
Refer	5256 <i>MODERN MARKETING</i>	<u>Ck# 035509 1/22/2013</u>		
Cash Payment	E 101-42110-210 Operating Supplies	Police Nitrile Gloves		\$136.14
Invoice	MMI093667 1/11/2013			
Transaction	1 /18/2013	Due 0 Checking 10100	Total	\$136.14
Refer	5257 <i>ADVANCED PUBLIC SAFETY</i>	<u>Ck# 035504 1/22/2013</u>		
Cash Payment	E 101-42110-207	Police annual maintenance for talking laptops		\$99.00
Invoice	12172 1/10/2013			
Transaction	1 /18/2013	Due 0 Checking 10100	Total	\$99.00
Refer	5258 <i>LEAGUE OF MINNESOTA CITIES</i>	<u>Ck# 035507 1/22/2013</u>		
Cash Payment	E 101-43100-208 Training and	Chad & Ed Safety Training		\$30.00
Invoice	171920 1/2/2013			
Cash Payment	E 601-49400-208 Training and	Chad & Ed Safety Training		\$15.00
Invoice	171920 1/2/2013			
Cash Payment	E 602-49450-208 Training and	Chad & Ed Safety Training		\$15.00
Invoice	171920 1/2/2013			
Transaction	1 /18/2013	Due 0 Checking 10100	Total	\$60.00
Refer	5259 <i>OFFICE DEPOT</i>	<u>Ck# 035510 1/22/2013</u>		
Cash Payment	E 200-42200-200 Office Supplies	Fire Dept Office Supplies		\$98.02
Invoice	638952239001 1/3/2013			
Transaction	1 /18/2013	Due 0 Checking 10100	Total	\$98.02
Refer	5260 <i>PILARSKI, NICOLE J</i>	<u>Ck# 035511 1/22/2013</u>		

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Payments

Current Period: January 2013

Cash Payment	E 101-42110-331 Travel Expenses	Reimburse Mileage to Pickup Police Chief in St. Cloud on 1/10/13	\$22.60
Invoice	1/18/2013		
Cash Payment	E 101-41100-200 Office Supplies	Storage Tote for Council Packets	\$5.31
Invoice	1/18/2013		
Transaction	1 /18/2013	Due 0 Checking 10100	Total \$27.91

Fund Summary

	10100 Checking
602 SEWER FUND	\$15.00
601 WATER FUND	\$15.00
200 FIRE/RESCUE FUND	\$558.57
101 GENERAL FUND	\$906.14
	\$1,494.71

Pre-Written Checks	\$1,494.71
Checks to be Generated by the Computer	\$0.00
Tota	\$1,494.71

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Payments

Current Period: January 2013

Batch Name	C&LPayApp4 Payment	Computer Dollar Amt	\$125,827.62	Posted
Refer	5262 C & L EXCAVATING	Ck# 001449	1/28/2013	
Cash Payment	E 317-47000-314 City Project	Partial Pay Application #4	\$125,827.62	
Invoice	4			
Transaction	1 /24/2013	Due 0 Checking 10100	Total	\$125,827.62

Fund Summary

	10100 Checking
317 2012 USDA CONST ACCT	\$125,827.62
	\$125,827.62

Pre-Written Checks	\$125,827.62
Checks to be Generated by the Computer	\$0.00
Tota	\$125,827.62