

# MINUTES OF THE PROCEEDINGS OF CITY COUNCIL OF STAPLES, MINNESOTA

January 9, 2018

The regular meeting of the Staples City Council was called to order by Mayor Etzler at 7:00 p.m. on Tuesday, January 9, 2018 at City Hall. Present were Mayor Etzler, City Council Members Miles, Theurer, Case, Murray, Johnson and Fisher. None were absent. Also present were City Administrator Nelsen, Public Works Director Bendorf, Police Chief Birkholtz, Economic Development Director Radermacher, City Clerk Archer and other interested persons.

It was moved by Miles and seconded by Theurer to approve the agenda as presented. Case, Etzler, Fisher, Johnson, Miles, Murray and Theurer voted yes. None voted no. Carried.

It was moved by Theurer and seconded by Miles to approve the consent calendar items consisting of the minutes from the previous meeting and payment of the bills presented. Case, Etzler, Fisher, Johnson, Miles, Murray and Theurer voted yes. None voted no. Carried.

<u>List of Bills</u>	<u>January 9, 2018</u>
American Door Works	117.50
Arvig	894.11
AW Research	942.80
Bachmann Electric	275.22
BCA	270.00
Brown, Krueger & Vancura	954.50
Central Building Supply	72.90
Charter	253.66
Civil Air Patrol	245.00
CGMC	6,500.00
Contact Radio	195.65
Core & Main	2,150.00
Dept. of Labor & Industry	318.81
Dougherty	13,531.82
Emergency Response Solutions	194.08
Employee Relations	8.00
Fleet Services	1,365.00
Gary's Diesel	16.08
Giza Plumbing & Heating	563.78
Gopher State One Call	6.75
Great River Regional Library	1,717.25
Hawkins	3,492.65
HBI Radio	150.00
Hillyard	674.71
Hollco	813.18
Joel Lingenfelter (reimbursement)	15.00
Kenmar Electric	1,352.50
KLM Engineering	11,900.00
Lakewood Health System	2,225.00
League of MN Cities	225.00
LETG	5,244.66
Little Falls Machine, Inc.	176.33
Locators & Supplies	286.91
Long Prairie Sanitation	1,103.14
Maria de Jose	500.00
McGold	22.00
Meyer Midwest	300.00

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Midwest Security & Fire	335.88
MMUA	8,140.50
MN Chiefs of Police Association	975.00
MN Dept. of Natural Resources	90.00
MN Energy	2,622.98
MN Public Facilities Authority	3,069.40
MN State Fire Dept. Association	271.00
MN Rural Water Association	230.00
Napa Auto Parts	73.24
Office Depot	135.94
Otter Tail County Sheriff	1,050.00
Sadusky Renovations	5,963.03
Staples Ace Hardware	336.67
Staples True Value	384.38
Staples Veterinary Clinic	84.00
Staples Water & Light	16,349.82
Staples World	712.50
Statema Backhoe Service	340.00
Surplus Services	1,000.00
Timberlake Hotel	2,700.00
Todd Wadena Community Concern for Youth	3,779.00
Todd Wadena Electric	3,040.19
Tower Pizza	54.21
USA BlueBook	292.69
US Bank	900.00
Verizon	236.08
Visa	856.00
Visa	1,077.41
Wayne's Electric	193.63
<b>TOTAL</b>	<b>114,367.54</b>
Fire Department	8,549.90
Ron Case	557.84
Chris Goff	64.80
Jeremy Pape	696.95
Ryan Walwick	481.68
Josiah Fuhrman	962.00
Jacob Weishair	958.70
Jason Anderson	87.04
John Cole	174.44
Tony Evans	316.00
Steve Gaugert	225.72
Joel Lingenfelter	93.66
Lacey Aguirre	738.88
Jackson Berg	76.00
Natasha Brings	63.65
Kari Erickson	44.60

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Dominic Hamann	30.88
Austin Horn	30.88
Dylan Jasmer	336.50
Brayden Losh	30.88
Kathryn Martin	38.00
Tim Mikish	242.25
Adam Oberlander	61.75
Nancy Roth	26.88
Trevor Rudenick	116.20
Lilian Schneider	72.30
<b>TOTAL</b>	<b>15,078.38</b>

It was moved by Case and seconded by Johnson to designate the Staples World as the City's official newspaper for 2018. Case, Etzler, Fisher, Johnson, Miles, Murray and Theurer voted yes. None voted no. Carried.

It was moved by Theurer and seconded by Case to adopt Resolution No. 1702 designating First International Bank & Trust, Mid-Central Federal Savings Bank, Mid-Minnesota Federal Credit Union, Unity Bank, Wells Fargo Bank and other financial institutions allowable under Minnesota Statutes as the City's official depositories for 2018 and approving United Bankers' Bank of Bloomington, Bank of North Dakota and Wells Fargo Bank as custodians for safekeeping of investment securities and of securities pledged as collateral for deposits. Case, Etzler, Fisher, Johnson, Miles, Murray and Theurer voted yes. None voted no. Carried.

It was moved by Case and seconded by Murray to appoint the following commission and office positions:

<b>Commission/Office</b>	<b>Appointment</b>	<b>Term Length</b>
Public Works	Roy Miles	3 years
Public Works	Mary Theurer	3 years
Airport Board	Jeff Weitemier	4 years
Airport Board	Chris Etzler*	4 years
Planning and Zoning	Janet Kiley	3 years
Planning and Zoning	Bruce Drone	3 years
Planning and Zoning	Ryan Wright*	3 years
Parks and Recreation	Libby Isenberg	3 years
Board of Adjustment	Roy Miles	1 year
Board of Adjustment	Bruce Drone	1 year
Board of Adjustment	Brian Niemann	1 year
Community Corrections	Ron Murray	1 year
President Pro Tem	Roy Miles	1 year

Case, Etzler, Fisher, Johnson, Miles, Murray and Theurer voted yes. None voted no. Carried.

It was moved by Miles and seconded by Murray to appoint Bruce Lund to the Staples Economic Development Authority for a term of six years or a term to coincide with his School Board term whichever expires first. Case, Etzler, Fisher, Johnson, Miles, Murray and Theurer voted yes. None voted no. Carried.

It was moved by Theurer and seconded by Case to appoint Mayor Etzler and City Administrator Nelsen to the Staples Firefighters Relief Association Board of Trustees. Case, Etzler, Fisher, Johnson, Miles, Murray and Theurer voted yes. None voted no. Carried.

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It was moved by Miles and seconded by Fisher to appoint Mayor Etzler, Council Member Theurer and Economic Development Director Radermacher to the Tourism Marketing Board for a term of two years. Case, Etzler, Fisher, Johnson, Miles, Murray and Theurer voted yes. None voted no. Carried.

It was moved by Murray and seconded by Case to adopt Resolution 1703 Appointing Charter Commissioners

<b>Appointed</b>	<b>Start of Term</b>	<b>End of Term</b>
Stan Carlson	May 6, 2018	May 5, 2022
Chris Etzler	May 6, 2018	May 5, 2022
Mary Jo Goff	May 6, 2018	May 5, 2022
Bruce Nelsen	May 6, 2018	May 5, 2022
Mary Theurer	May 6, 2018	May 5, 2022

Case, Etzler, Fisher, Johnson, Miles, Murray and Theurer voted yes. None voted no. Carried.

It was moved by Miles and seconded by Theurer to set a Special Meeting of the Council on January 16, 2018 at 11 a.m. at NJPA offices conference room 5 for a joint Community Center planning session. Case, Etzler, Fisher, Johnson, Miles, Murray and Theurer voted yes. None voted no. Carried.

City Administrator Nelsen summarized Labor Agreements and wage and benefit settlements for 2018 - 2019 with IBEW Local Union No. 31, LELS No. 422, AFSCME Local Union No. 3628 and non-union employees. The agreements and wage and benefit settlements reflect a 2.5% increase in wages for all full-time employees, \$300 match to MN Deferred Compensation, increase of two days to severance payout, \$25 increase in clothing allowance and differing levels of participation in MSRS health care savings plan upon retirement. It was moved by Theurer and seconded by Miles to approve the 2018 - 2019 labor agreements and wage and benefit settlements as proposed. Case, Etzler, Fisher, Johnson, Miles, Murray and Theurer voted yes. None voted no. Carried.

City Administrator Nelsen reviewed the minutes of the Public Works Commission meeting.

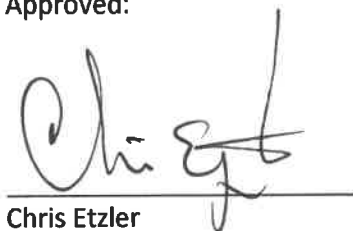
It was moved by Theurer and seconded by Miles to award the contract for the water treatment facility clarifier rehabilitation project to Magney Construction of Chanhassen, Minnesota in the amount of \$117,850. Case, Etzler, Fisher, Johnson, Miles, Murray and Theurer voted yes. None voted no. Carried.

Economic Development Director Radermacher reviewed the minutes of the Staples Economic Development Authority.

City Administrator Nelsen updated the Council on various projects and activities.

It was moved by Murray and seconded by Miles to adjourn the meeting at 7:51 p.m. Case, Etzler, Fisher, Johnson, Miles, Murray and Theurer voted yes. None voted no. Carried.

Approved:



Chris Etzler  
Mayor

Attest:



Diane Archer  
City Clerk