

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

August 28, 2018

The regular meeting of the Staples City Council was called to order by Mayor Etzler at 7:00 p.m. on Tuesday, August 14, 2018 at City Hall. Present were Mayor Etzler, City Council Members Case, Miles, Murray and Theurer. City Council Members Fisher and Johnson were absent. Also present were City Administrator Nelsen, Sergeant Ron Case, Economic Development Director Radermacher, Parks and Recreation Director Jasmer, City Clerk Archer and other interested parties.

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

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

Mayor Etzler informed the Council he is now the owner of True Value and will abstain in the future if there is a True Value related payment or purchase.

<u>List of Bills</u>	<u>August 28, 2018</u>
AMEE Central	224.00
Aqua-Pure	6,990.00
AW Research	646.40
Border States Electric	1,175.81
CCP Industries	312.35
CDW Government	828.42
Central Building Supply	19.16
Deans Tire Service	476.00
Diane Archer	50.69
Doug Bendorf	130.80
Emergency Automotive Technologies	793.48
Fleet Services	1,410.50
Giza Plumbing & Heating	143.20
Graham Refrigeration	748.60
Hawkins	600.39
Hillyard	150.98
Holden Electric	737.28
Joel Quance/ Quance Enterprises	20.00
John Deere Financial	23.22
Kennedy & Graven	226.60
LMH Embroidery	755.00
Magney Construction, Inc.	28,787.76
Marco	394.58
Maria de Jose	495.00
Minnesota Energy	818.71
Morton Salt	12,755.16
NCL of Wisconsin	324.65
Nyhus Chevrolet/Buick	212.86
R & H Painting, LLC	7,720.00
Scott's Southtown	18.00
SCR	206.49
Smith Pest Control	161.06
Staples Express	246.64

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Sourcewell	850.00
Visa (ACH payment)	769.52
WEX Bank- Fire Dept.	16.00
<b>TOTAL</b>	<b>70,239.31</b>
<b><u>ELECTION JUDGES</u></b>	
Mary Brauch	117.12
Terrie Brown	182.51
Barb Donahue	136.74
Sandra Foote	390.86
Ardis Halverson	114.62
Mary Jo Hofer	153.34
Kay Jessop	126.80
Janet Kiley	114.62
Kathryn Miles	154.24
Beverly Nelsen	145.71
Ellen Nelson	85.00
Mary Ann Peterson	70.00
Virginia Rollins	254.63
Charlene Sauer	166.23
Mary Sperley	92.50
Bernadine St. Pierre	100.00
<b>TOTAL</b>	<b>\$2,404.92</b>
<b><u>PART TIME STAFF</u></b>	
Jason Anderson	44.61
Josiah Fuhrman	836.00
Josh Pesta	323.10
Landyn Saewert	152.00
Jacob Weishair	215.40
Matthew Doss	511.50
Carter Lapoint	880.00
Larry Sheldon	880.00
Doug Vukelich	880.00
Lacey Aguirre	979.69
Jack Benson	30.88
Jackson Berg	302.52
Toni Brings	133.45
Kari Erickson	359.54
Alicia Goltz	102.13
Dominic Hamann	125.45
Jorie Ihme	239.88
Dylan Jasmer	596.00
Josh Lombard	71.25
Adam Oberlander	82.03
Kevin Robben	1,109.95
Nancy Roth	26.88
Trevor Rudenick	259.67
Lili Schneider	246.23
<b>TOTAL</b>	<b>9,388.16</b>

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A public hearing was called to consider the certification of unpaid utility bills to property taxes. No member of the public was present to comment.

It was moved by Theurer and seconded by Miles to approve Resolution 1731 Certifying Unpaid Utility Charges in Wadena County. Case, Etzler, Miles, Murray and Theurer voted yes. None voted no. Carried.

It was moved by Murray and seconded by Miles to approve Resolution 1732 Certifying Unpaid Utility Charges in Todd County. Case, Etzler, Miles, Murray and Theurer voted yes. None voted no. Carried.

It was moved by Theurer and seconded by Murray to approve a Conditional Use Permit at 904 Park Ave NE to construct an 864 square foot private garage. Case, Etzler, Miles, Murray and Theurer voted yes. None voted no. Carried.

City Administrator Nelsen request the Council consider purchase of tax forfeit parcel 208 Cleveland St SW for demolition. Nelsen met with Todd County and they were unable to provide any assistance. The purchase price from the County is \$1,000.97, and the estimate for demolition is \$9,500.

Council Member Case stated Todd County should have some responsibility through the health department as this property is a health hazard. He believes there are options other than the City paying the cost when there is no potential for recovering the costs.

Council Member Murray stated the purchase and demolition would improve the neighborhood and the City.

It was moved by Miles and seconded by Murray to approve purchase and demolition of 208 Cleveland St SW. Etzler, Miles, Murray and Theurer voted yes. Case voted no. Carried.

It was moved by Theurer and seconded by Case to approve Resolution 1733 Authorizing Participation with the Community Concern for Youth Program with Todd-Wadena Community Corrections. Case, Etzler, Miles, Murray and Theurer voted yes. None voted no. Carried.

It was moved by Miles and seconded by Theurer to approve Resolution 1734 Authorizing Mayor and City Administrator to Execute Federal Grant AIP 3-27-0145-012-2018. Case, Etzler, Miles, Murray and Theurer voted yes. None voted no. Carried.

City Administrator Nelsen provided an update on the status of the 2019 Proposed Budget. He reviewed the preliminary tax capacity increase resulting in a tax rate decrease and items included in the proposed 2019 budget.

The Council set a special meeting date of September 6<sup>th</sup> from 11 a.m. to 1 p.m. in the City Council Chambers to review the preliminary budget and levy information for 2019.

Council Member Theurer and Miles requested information be provided on what maintenance projects are being delayed and which are included. The concern is that new facilities be maintained at an acceptable level.

Council Member Case requested information on other health insurance options.

Council Member Theurer requested information on what the tax capacity changes are.

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City Administrator Nelsen reviewed the Planning and Zoning Commission minutes of August 20, 2018.

Parks and Recreation Director Jasmer reviewed the Parks and Recreation Advisory Board minutes of August 14, 2018.

It was moved by Miles and seconded by Murray to purchase the 1966 Wegner Showmobile Band Shell from Independent School District 2170 for \$1. Case, Etzler, Miles, Murray and Theurer voted yes. None voted no. Carried.

It was moved by Miles and seconded by Murray to permit closure of Centennial Drive from 7 a.m. to Noon on September 22<sup>nd</sup> for a 5K fun run. Case, Etzler, Miles, Murray and Theurer voted yes. None voted no. Carried.

Mr. Michael Kedrowski addressed the Council under open forum. He stated the neighbor adjacent to 208 Cleveland St SW would be interested in purchasing the parcel. He also mentioned that he has assembled a group of volunteers to clean up nuisance properties. City Administrator Nelsen and Sergeant Case recommended the Police provide a contact name for the group to the property owner and the property owner can then make arrangements with the group.

Mayor Etzler commended Mr. Kedrowski on the idea and initiative. He said we could use the winter months to work out the details of the process.

City Administrator Nelsen updated the Council on various projects.

It was moved by Miles and seconded by Murray to adjourn the meeting at 8:23 p.m. Case, Etzler, Miles, Murray and Theurer voted yes. None voted no. Carried.

Approved:



Chris Etzler  
Mayor

Attest:



Diane Archer  
City Clerk