

MINUTES OF THE PROCEEDINGS OF CITY COUNCIL OF STAPLES, MINNESOTA

September 11, 2018

The regular meeting of the Staples City Council was called to order by Mayor Etzler at 7:00 p.m. on Tuesday, September 11, 2018 at City Hall. Present were Mayor Etzler, City Council Members Case, Fisher, Johnson, Miles, Murray and Theurer. None were absent. Also present were City Administrator Nelsen, Police Chief Birkholtz, Economic Development Director Radermacher, City Clerk Archer and other interested parties.

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

It was moved by Murray and seconded by Johnson 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. Mayor Etzler abstained from approval of bills. Carried.

<u>List of Bills</u>	<u>September 11, 2018</u>
Amaril Uniform Company	654.93
AM Conservation Group	3,162.05
America Water Works Association	315.00
Aqua-Pure	3,923.74
Arvig	378.91
AT&T	912.70
Auto Value	104.04
AW Research	317.10
Bolton & Menk	1,150.50
Border States Electric	267.71
Brown, Krueger & Vancura	2,218.00
Cannon Technologies, Inc.	7,208.08
Charter Communications	69.98
City of Minneapolis	158.40
Conduent	1,842.00
Contact Radio Communications	53.25
Core & Main	36,960.55
Diane Archer (food reimbursement)	76.74
Doug Bendorf (mileage reimbursement)	208.19
Dougherty	13,531.82
Emergency Apparatus Maint	896.76
Employee Relations	8.00
Ernie's	23.14
First International/ Visa	5,016.03
Gary's Diesel	837.15
Giza Plumbing & Heating	502.00
Gopher State One Call	88.65
Grainger	57.54
Grand Forks Fire Equipment	103.73
Great River Regional Library	1,717.25
Hawkins	5,682.21
Hengel	3,636.00
Hillyard	824.03
Hollco	1,564.90
Ideal Construction	1,225.00
John's Lawn Care	900.00

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Jon's Family Foods	63.15
Lakes Area Lock & Door	199.34
Lakewood Petroleum Services	368.70
Lawson Products	437.29
Leaf River Ag Services	1,157.99
League of Minnesota Cities	3,259.00
Line Electric	1,262.24
Linescape Linestriping	6,086.00
LMH Embroidery (energy rebate)	126.00
Locators & Supplies	652.78
Long Prairie Sanitation	1,462.72
Maria de Jose	350.00
Mc Gold	16.50
Melissa Radermacher (mileage reimbursement)	277.08
Minnesota Mayors Association	30.00
MN Dept. of Commerce	570.32
MN Dept. of Labor & Industry	50.00
MN Dept. of Public Safety	41.75
MNGFOA	20.00
Napa Auto Parts	55.20
Nyhus Chevrolet/Buick	41.31
Olsons' Custom Farm	171.68
Perham Linen	25.75
Pike Plumbing & Heating	227.50
Robert J. Creations	297.00
South Side Mini Mart	107.00
Staples Ace Hardware	543.90
Staples Auto	775.20
Staples True Value	1,303.23
Staples Water & Light	13,595.25
Staples World	394.55
Star Squad	170.00
T-Ray Construction	18,604.00
Todd County Auditor/Treasurer	1,000.97
Todd County Soil & Water Conservation	200.00
Todd Wadena Electric	3,409.35
Tower Pizza	54.21
TransUnion	25.00
US Bank	1,000.00
Verizon	236.08
Wex Bank	1,432.35
TOTAL	156,696.47
Ron Case	64.80
Chris Goff	64.80
Jeremy Pape	359.70
Ryan Walwick	674.40
Josiah Fuhrman	190.00
Josh Pesta	152.58
Blake Petrich	269.25

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Jacob Weishair	376.95
Tony Evans	324.00
Bruce Grondahl	269.99
Joel Lingenfelter	257.62
Clyde Mertens	161.96
Steve Statema	173.57
Carter Lapoint	335.50
Larry Sheldon	352.00
Doug Vukelich	352.00
Lacey Aguirre	997.50
Jack Benson	341.38
Jackson Berg	315.56
Kari Erickson	80.03
Alicia Goltz	174.69
Dominic Hamann	280.95
Jorie Ihme	21.38
Dylan Jasmer	709.00
Josh Lombard	52.25
Kay Martin	14.48
Adam Oberlander	62.73
Kevin Robben	1,074.83
Nancy Roth	26.88
Trevor Rudenick	260.93
Lili Schneider	77.84
TOTAL	8,869.55

It was moved by Miles and seconded by Theurer to approve Resolution 1735 calling for a public hearing on October 9th at 7 p.m. for assessments at 38-0117105 (730 7th St SE). Case, Etzler, Fisher, Johnson, Miles, Murray and Theurer voted yes. None voted no.

It was moved by Miles and seconded by Johnson to approve release of Small Cities Development Program Grant mortgage for Pavin Enterprises, Inc. and Travis Jackson in the amounts of \$12,732.83 and \$15,000.00. Etzler, Fisher, Johnson, Miles, Murray and Theurer voted yes. Case voted no. Carried.

City Administrator Nelsen reviewed the preliminary proposed 2019 budget. The projected net tax capacity increase is \$254,382. The proposed property tax rate decrease is from 97.263 to 85.987. The proposed property tax levy is \$1,070,292. He also reviewed other revenue changes, increases to ongoing cost of services and one time expenditures. Council met on September 6th to review details of the budget proposal.

Council Member Case stated an eleven percent increase in the property tax levy is too high. He is concerned about the impact on the school district referendum. In addition, he believes too many services are outsourced and could be completed by existing staff.

Council Member Theurer stated we are being fiscally responsible by setting aside money to maintain the existing facilities and not let them fall into disrepair. Theurer stated the Council discussed this budget and deliberated hard regarding every item that is included.

Council Member Johnson stated the City should include necessary items in the budget with the increase in tax capacity.

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Council Member Miles stated the City needs to take the initiative to protect and maintain the assets we have.

Mayor Etzler would like to see the Council use the opportunity of the tax capacity increase to level off the budget. Tax payers do not like to see big fluctuations in property taxes and if we start too low future year increases would be more drastic without using a reserve plan.

It was moved by Theurer and seconded by Miles to adopt Resolution 1736 Approving Preliminary 2018 Property Tax Levy Collectible in 2019. Etzler, Fisher, Johnson, Miles, Murray and Theurer voted yes. Case voted no. Carried.

It was moved by Theurer and seconded by Johnson to approve the 2019 Preliminary Budget. Case, Etzler, Fisher, Johnson, Miles, Murray and Theurer voted yes. None voted no. Carried.

It was moved by Miles and seconded by Murray to set December 11th at 7 p.m. in the City Council Chambers as the date for discussion, public input and adoption of the 2019 Final Budget. Case, Etzler, Fisher, Johnson, Miles, Murray and Theurer voted yes. None voted no. Carried.

It was moved by Case and seconded by Murray to approve the request from Knights of Columbus 1803 to conduct a raffle at the Sacred Hearts Catholic Church on December 28, 2018. Case, Etzler, Fisher, Johnson, Murray and Theurer voted yes. Miles voted no. Carried.

City Administrator Nelsen reviewed the Public Works Commission minutes of September 4, 2018.

Economic Development Director Radermacher reviewed the Staples Economic Development Authority minutes of August 28, 2018.

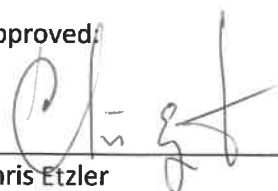
Economic Development Director Radermacher reviewed the Tourism Marketing Board minutes of August 17, 2018.

Council Member Johnson requested a map of broadband facilities.

City Administrator Nelsen updated the Council on various projects.

It was moved by Miles and seconded by Murray to adjourn the meeting at 7:55 p.m. Case, Fisher, Johnson, Etzler, Miles, Murray and Theurer voted yes. None voted no. Carried.

Approved:


Chris Etzler
Mayor

Attest:


Diane Archer
City Clerk