

MINUTES OF THE PROCEEDINGS OF CITY COUNCIL OF STAPLES, MINNESOTA

January 28, 2020

The regular meeting of the Staples City Council was called to order by Mayor Etzler at 7:00 PM. on Tuesday, January 28, 2020 at City Hall. Present were Mayor Etzler, City Council Members Case, Miles, Murray and Theurer. Councilmember Johnson and Toepper were absent. Also present were City Administrator Nelsen, Parks and Recreation Director Jasmer, Economic Development Director Radermacher, City Clerk Archer and other interested parties.

Motion by Miles and second by Theurer to approve Council agenda as presented. Case, Etzler, Miles, Murray and Theurer voted yes. None voted no. Carried.

Motion by Miles and second by Case to approve consent calendar consisting of Council meeting minutes of January 14th, 2020 and payment of bills as presented. Case, Etzler, Miles, Murray and Theurer voted yes. None voted no. Carried.

<u>List of Bills</u>	<u>January 28, 2020</u>
Action Graphics	539.00
Amazon Business	563.06
Aqua-Pure	3,540.00
AW Research	397.00
BCA	270.00
CCH INC.	1,372.96
CDW-Government	195.50
City of Minneapolis	144.90
Contact Radio	2,133.00
Costco	60.00
Creative Forms	32.88
DCI Industries	411.04
Dinn Bros. Inc.	65.64
Emergency Automotive Technologies, Inc.	154.25
EMP Industries Inc.	648.28
Essex Capital, LLC	1,500.00
Fleet Services	1,499.47
Giza Plumbing & Heating	1,420.20
Gopher State One Call	50.00
H & L Mesabi	812.54
Hillyard	257.89
Initiative Foundation	1,000.00
Kennedy & Graven	5,605.75
Kiesler Police Supply	280.00
Long Prairie Area Chamber of Commerce	5,000.00
MacQueen Equipment	741.86
Marco	1,328.44
Maria de Jose	556.50
Melissa Radermacher (mileage reimbursement)	225.07
Minnesota Energy	1,372.52
Minnesota Municipal Utilities Association	5,012.00
Minnesota Petroleum Service	331.32
Minnesota Wisconsin Playground	12,942.75

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MN Rural Water Association	400.00
NEDCC Northeast Document Conservation	395.00
NIHCA	399.00
Nyhus Chevrolet/Buick	360.18
Office Depot	125.75
Pemberton Law	135.00
Rahn's Oil & Propane	1,885.02
Reese Plumbing, Heating & Air Conditioning	1,635.00
Regents of the University of Minnesota	3,500.00
Robert J. Creations	230.00
Staples Auto License Bureau	423.50
Staples Precision Metalcraft, Inc.	150.00
Star Squads LLC	2,207.00
Stuart Irby Electric	270.89
Todd County Sheriff's Office	294.00
UHL Company Inc.	360.00
US Bank	594,717.50
Wex Bank	16.00
Election Judge Training/ Reimbursement	
Darci McGillivray	20.70
Jean Hayenga	56.00
Lisa Kajer	87.05
Mary Brauch	45.50
Mercedes Harris	20.70
TOTAL	658,197.61
Tony Evans	346.32
Steve Gaugert	82.50
Josiah Fuhrman	766.50
Andrew Krey	430.00
Lacey Aguirre	1,210.50
Jackson Berg	190.31
Adriana Dickey	306.28
Devon Isenberg	509.94
Dylan Jasmer	71.75
Christopher Moench	100.00
Libby O'Neil	132.98
Kevin Robben	1,080.10
Nancy Roth	14.06
Trevor Rudenick	239.82
Ava Schneider	183.85
TOTAL	5,664.91

Motion by Miles and second by Theurer to approve Ordinance 524 adopting recodification. Case, Etzler, Miles, Murray and Theurer voted yes. None voted no. Carried.

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January 28, 2020

Motion by Theurer and second by Case to approve Union labor Agreement with LELS for 2020-2021. Case, Etzler, Miles, Murray and Theurer voted yes. None voted no. Carried.

City Administrator Nelsen reviewed the request from Todd County for four parcels to be considered tax forfeit. He would like to review the properties in the spring before making a determination if the homes should be demolished or inhabited.

Councilmember Murray would hate to see the properties be purchased and rented if they are in poor condition.

Motion by Case and second by Miles to recommend Todd County consider four parcels to be tax forfeit and proceed to auction as the City has no public purpose for them. Case, Etzler, Miles, Murray and Theurer voted yes. None voted no. Carried.

Motion by Case and second by Miles to approve solid waste hauler licenses for G & T Sanitation, Long Prairie Sanitation and Waste Management. Case, Etzler, Miles, Murray and Theurer voted yes. None voted no. Carried.

Councilmember Theurer stated the fees should be higher.

Economic Development Director Radermacher explained what the Entrepreneurial Communities Conference will involve. The keynote sessions will be in larger spaces such as Central Lakes College and Timberlake Restaurant conference space and the breakout sessions will be held throughout the downtown. The breakout venue has to hold at least 25 participants.

Motion by Case and second by Theurer to approve Memorandum of Agreement between The Regents of the University of Minnesota on behalf of its University of Minnesota Extension of Community Vitality and the City of Staples for the Connecting Entrepreneurial Communities Conference. Case, Etzler, Miles, Murray and Theurer voted yes. None voted no. Carried.

Councilmember Murray asked who will be doing the work required for the Conference. Economic Development Director Radermacher responded that volunteers will be recruited with her, Renee Kroll and Katie Heppner leading the efforts.

Councilmember Theurer asked if the PODS will be part of the Conference. Economic Development Director Radermacher stated the plan is for one of the main sessions will be held there.

Motion by Theurer and second by Case to adopt Resolution 1794 Appoint Election Judges for the 2020 Presidential Primary. Case, Etzler, Miles, Murray and Theurer voted yes. None voted no. Carried.

Motion by Theurer and second by Murray to discontinue use of Municode for Council packets. Case, Etzler, Miles, Murray and Theurer voted yes. None voted no. Carried.

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January 28, 2020

There was not a quorum for the Parks and Recreation Advisory Board so Parks and Recreation Director Jasmer reviewed proposed activities over the next year.

Councilmember Theurer asked if some of the new activities will eliminate senior programs. City Administrator Nelsen stated there are still a lot of things up into the air. Parks and Recreation Director Jasmer has spent many hours developing potential programs that would generate revenue.

City Administrator Nelsen stated the preliminary estimate for the local sales tax option is that \$100,000 could be raised annually with a 0.5% local sales tax. The capital campaign will focus on specific items to improve the quality of the experience at the Community Center. It may be more successful to raise capital for specific items. Staff is looking for comments and feedback from the Council on these items.

Councilmember Theurer asked if the summer kid's camp would interfere with swimming lessons. City Administrator Nelsen responded the two should complement each other.

Councilmember Theurer asked if there is a fee for the early out days. Parks and Recreation Director Jasmer responded this activity included fees in the past.

Councilmember Miles asked what it takes to pass a local sales tax option. City Administrator Nelsen stated there is legislative approval required and then a referendum must be passed.

Mayor Etzler stated that a local sales tax would be a way to bring in dollars for the Community Center from people outside the community. He thinks it should be considered.

Councilmember Case thinks if there is a sales tax it should be earmarked to fix building items that are hard to budget and we should budget for the fun items.

Councilmember Murray agrees that the local sales tax should be used for maintenance items at the Community Center.

Mayor Etzler stated the local sales tax might need to include some fun items also.

Councilmember Murray said it is a way to communicate to voters that the City Council is not increasing property taxes to pay for maintenance items.

Councilmember Theurer thinks a small part needs to be dedicated to fun items and we need to be better stewards in maintaining the facility.

Mayor Etzler thinks it will be important to gather data on who would pay the sales tax.

No one spoke under open forum.

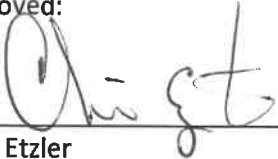
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January 28, 2020

City Administrator Nelsen reviewed the status of various projects.

Motion by Miles and second by Murray to adjourn at 8:02 p.m. Case, Etzler, Miles, Murray and Theurer voted yes. None voted no. Carried.

Approved:



Chris Etzler
Mayor

Attest:



Diane Archer
City Clerk