

MINUTES OF THE PROCEEDINGS OF CITY COUNCIL OF STAPLES, MINNESOTA

June 23, 2020

The regular meeting of the Staples City Council was called to order by Mayor Etzler at 7:00 p.m. on Tuesday, June 23, 2020 at City Hall. Present were Mayor Etzler, City Council Members Case, Johnson, Miles, Murray and Theurer. None were absent. Also present were City Administrator Nelsen, Parks and Recreation Director Jasmer, City Clerk Archer and other parties.

Motion by Theurer and second by Case to approve the agenda as presented. Case, Etzler, Johnson, Miles, Murray, Toepper and Theurer voted yes. None voted no. Motion passed.

Motion by Case and second by Theurer to approve the consent calendar consisting of minutes from City Council Meeting on June 9, 2020 and payment of bills as presented. Case, Etzler, Johnson, Miles, Murray, Toepper and Theurer voted yes. None voted no. Motion passed.

<u>List of Bills</u>	<u>June 23, 2020</u>
Alisha Pesola	1,250.00
Amazon	616.34
Angela Dobson	1,250.00
Applied Concepts, Inc.	132.00
AW Research	313.20
Border States Electric	2,207.75
Braun Intertec Corporation	3,800.00
Central Building Supply	2,003.83
Colliers Funding LLC	13,531.82
Core & Main	542.21
CTC	1,096.84
DGR Engineering	6,187.50
Dokken Real Estate	5,354.32
Ferguson	159.18
F.I.R.E.	650.00
G Enterprises LLC	1,840.51
Gary's Diesel	1,035.84
Grainger	119.52
H & R Electric of Staples	85.72
Hach Co.	744.47
Hillyard	729.88
Ideal Construction	2,040.00
Iron Paradise (energy rebate)	505.86
Ives Family LLC	1,125.00
John Deere Financial	597.40
Kari McKenna	833.00
Lakewood Health System	363.00
Levi Oldenburg (energy rebate)	25.00
Magic Forest Childcare Center	4,167.00
Marco Technologies	98.43
Maria de Jose	346.50
MCFOA	45.00
Michael Brauch (energy rebate)	25.00
Midwest Machinery Co.	16.92
Minnesota Energy	231.61

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MN Rural Water Association	300.00
Moss & Barnett	3,219.50
Paul Drake Tree Service	300.00
Quill	395.69
Scott Meech (reimbursement)	112.74
SCR	1,785.10
Stantec Consulting Services	6,873.00
Stuart Irby	914.71
Watch Guard	205.00
Wex Bank	16.00
Ziegler	306.74
TOTAL	68,499.13
Tony Evans	43.29
Bruce Grondahl	108.56
Andrew Krey	240.00
Matthew Doss	143.00
Carter LaPointe	460.50
Larry Sheldon	568.75
Doug Vukelich	240.00
Lacey Aguirre	1,137.87
Jack Benson	522.75
Jackson Berg	251.13
Devon Isenberg	522.75
Adam Oberlander	307.50
Libby O'Neil	276.75
Kevin Robben	1,234.41
Ava Schneider	271.63
TOTAL	6,328.89

Chuck Mayer CPA, Mayer, Porter & Nelson, Ltd. presented the audit results and highlights from the 2019 Financial Statements.

Councilmember Johnson asked if the allocations found in the charts on page 10 are in line with other audits Mr. Mayer performs. Mr. Mayer responded that taxes and state aid are typically the largest source of revenue, but the expenditure allocation changes dependent on the type of governmental unit.

Motion by Miles and second by Toepper to accept the 2019 Financial Statement and audit. Case, Etzler, Johnson, Miles, Murray, Toepper and Theurer voted yes. None voted no. Motion passed.

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July 14, 2020

City Administrator Nelsen stated the Police investigation was complete and staff recommends approval of the liquor license to Becks Burger Co.

Motion by Johnson and second by Theurer to approve on sale and Sunday on sale liquor license for Becks Burger Co. Case, Etzler, Johnson, Murray, Toepper and Theurer voted yes. Miles voted no. Motion passed.

City Administrator Nelsen presented the COVID-19 preparedness plans and stated they were developed based on guidance from various State Agencies and will most likely change before the next Council meeting in response to new or changing advice. The recommendation from the League of Minnesota Cities in response to Executive Order 20-74 is to receive Council approval of the plans.


Councilmember Case noted in the Dower Lake plan #8 the “not” needs to be crossed out.

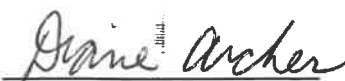
Councilmember Johnson asked what will happen to Cities who do not adopt the COVID-19 preparedness plans. City Administrator Nelsen responded that statements in Executive Order 20-74 include enforcement that can result in gross misdemeanor charges.

Motion by Miles and second by Theurer to adopt the COVID-19 preparedness plans as presented for the City of Staples, Community Center, athletic fields and Dower Lake Recreational Area provided future revisions can be made based on guidance from the State of Minnesota. Case, Etzler, Johnson, Miles, Murray, Toepper and Theurer voted yes. None voted no. Motion passed.

City Administrator Nelsen updated the Council on ongoing projects.

Motion by Miles and second by Murray to adjourn at 7:28 p.m. Case, Etzler, Johnson, Miles, Murray, Toepper and Theurer voted yes. None voted no. Motion passed.


Chris Etzler, Mayor


Diane Archer, City Clerk