

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

July 14, 2020

The regular meeting of the Staples City Council was called to order by Mayor Etzler at 7:00 p.m. on Tuesday, July 14, 2020 at City Hall. Present were Mayor Etzler, City Council Members Case, Johnson, Miles, Murray and Theurer. Toepper was absent. Also present were City Administrator Nelsen, Economic Development Director Radermacher and other interested parties.

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

Motion by Miles and second by Theurer to approve the consent calendar consisting of minutes from City Council Meeting on June 23, 2020 and payment of bills as presented. Case, Etzler, Johnson, Miles, Murray and Theurer voted yes. None voted no. Motion passed.

<u>List of Bills</u>	<u>July 14, 2020</u>
Amazon	240.94
Arvig	335.56
Auto Value	555.11
AW Research	313.20
BCA	270.00
Bolton & Menk	29,329.75
Border States Electric	9,640.35
Braun Intertec	3,223.00
Brown, Krueger & Vancura	2,118.00
CDW Government	122.00
Central McGowan	1,525.19
City of Little Falls	612.32
Colliers Funding LLC	13,531.82
Core & Main	200.00
CTC	15,000.00
D&J Services	260.00
Elite Underground, Inc.	1,050.00
Employee Relations	16.00
Enberg Logging	1,500.00
Ernie's	25.72
Ernie's (Energy Rebate)	1,325.00
ESS Brothers & Sons, Inc.	1,341.50
Evoqua Water Technologies	3,801.60
F.I.R.E.	1,250.00
First International (Visa)	2,457.78
Gary's Diesel	213.49
Gopher State One Call	114.50
Graymont	4,551.43
Hawkins	5,078.33
Hillyard	827.43
Hollco	1,287.80
Holst Construction	4,725.00
Ideal Construction	9,471.00
Initiative Foundation	1,000.00

MINUTES OF THE PROCEEDINGS OF CITY COUNCIL OF STAPLES, MINNESOTA

July 14, 2020

<u>List of Bills</u>	<u>July 14, 2020</u>
J&R Wastewater Inc.	2,100.00
Joel Quance	1,187.50
John's Lawn Care	780.00
JT Services	230.83
Long Prairie Chamber of Commerce	1,500.00
Long Prairie Sanitation	1,891.30
Magney Construction	662,505.30
Marco	417.41
Maria de Jose	441.00
Mayer, Porter & Nelson	12,000.00
McGold, Inc.	24.00
Minnesota Dept. of Health	80.00
Minnesota Dept. of Health	2,680.29
Minnesota Dept. of Labor & Industry	2,809.09
Minnesota Energy	615.97
Minnesota Petroleum	109.00
Minnesota UI	2,117.00
NAPA Auto Parts	287.66
Perham Linen	17.29
Pitney Bowes	507.00
Quill	690.09
Sadusky Renovations	28,196.86
SCR	1,009.46
Sourcewell	480.00
South Side Mini Mart	87.00
Sportsmans Plumbing, Heating & AC	13,646.00
Staples Ace Hardware	1,244.98
Staples True Value	50.98
Staples Veterinary Clinic	72.00
Staples Water & Light	13,922.38
Staples World	76.13
Stuart Irby Electric	2,643.58
Todd County Development Corp.	1,000.00
Todd Wadena Electric	2,683.33
Tower Pizza	49.02
TransUnion Risk	100.00
US Bank	87,920.00
Wex Bank	1,057.13
Widseth Smith Nolting & Assoc.	1,935.80
<b>TOTAL</b>	<b>966,479.20</b>
<i>Wex Bank \$16.00 paid 6/24/2020 Ck#51785</i>	
Jason Anderson	300.60
Steve Gaugert	41.25
Bruce Grondahl	101.78
Joel Lingenfelter	420.88
Ron Case	64.80
Chris Goff	64.80
Jeremy Pape	501.00

MINUTES OF THE PROCEEDINGS OF CITY COUNCIL OF STAPLES, MINNESOTA

July 14, 2020

<u>List of Bills</u>	<u>July 14, 2020</u>
Ryan Walwick	261.78
Andrew Kray	310.00
Fire Department	8,208.00
Matt Doss	394.12
Carter LaPointe	1,050.00
Larry Sheldon	1,014.00
Doug Vukelich	726.00
Lacey Aguirre	1,618.03
Jack Benson	604.75
Jackson Berg	604.74
Adriana Dickey	167.36
Devon Isenberg	840.50
Libby O'Neil	103.50
Kevin Robben	1,712.73
Ava Schneider	233.65
<b>TOTAL</b>	<b>19,344.27</b>

Motion by Murray and second by Johnson to delegate Scott Grabe, Public Works Director as the authorized representative to Minnesota Municipal Utilities Association with the following alternates: Jerel Nelsen, City Administrator; Chris Etzler, Mayor; Roy Miles, Councilmember; Mary Theurer, Councilmember; Stan Carlson, Public Works Commission. Case, Etzler, Johnson, Miles, Murray and Theurer voted yes. None voted no. Motion passed.

City Administrator Nelsen presented the proposed changes to the 2020 fee schedule including addition of airport fees to lease the multi-aircraft hangar and decrease to electric fees for Dower Lake seasonal campsites.

Motion by Theurer and second by Miles to approved Resolution 1804 revised fees for 2020. Case, Etzler, Johnson, Miles, Murray and Theurer voted yes. None voted no. Motion passed.

Motion by Murray and second by Case to adopt Resolution 1805 appointing Election Judges for August 11<sup>th</sup> Primary Election. Case, Etzler, Johnson, Miles, Murray and Theurer voted yes. None voted no. Motion passed.

Motion by Murray and second by Johnson to adopt Resolution 1806 calling for a public hearing on August 25<sup>th</sup> at 7 p.m. to consider proposed assessment due to delinquent utility bills. Case, Etzler, Johnson, Miles, Murray and Theurer voted yes. None voted no. Motion passed.

Motion by Miles second by Theurer to approve closing 2nd St NE and Pleasant Ave NE, 4th St NE and Park Ave NE, 4th St NE and Centennial Drive and use of Community Center Parking lot on August 12<sup>th</sup> from 3 p.m. to 6 p.m. for the Second Harvest and Staples Food Shelf food distribution. Case, Etzler, Johnson, Miles, Murray and Theurer voted yes. None voted no. Motion passed.

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


**July 14, 2020**


Economic Development Director Radermacher reviewed the Staples Economic Development Authority minutes of June 23, 2020.

City Administrator Nelsen reviewed the Staples Airport Advisory Board minutes of June 24, 2020.

City Administrator Nelsen updated the Council on COVID-19 related matters and various projects.

Motion by Miles and second by Murray to adjourn at 7:48 p.m. Case, Etzler, Johnson, Miles, Murray and Theurer voted yes. None voted no. Motion passed.

  
\_\_\_\_\_  
Chris Etzler, Mayor

  
\_\_\_\_\_  
Jerel Nelsen, City Administrator