

MINUTES OF THE PROCEEDINGS OF CITY COUNCIL OF STAPLES, MINNESOTA

September 22, 2020

The regular meeting of the Staples City Council was called to order by Mayor Etzler at 7:00 p.m. on Tuesday, September 22, 2020 at City Hall. Present were Mayor Etzler, City Council Members Case, Johnson, Miles, Murray, Theurer and Toepper. None were absent. Also present were City Administrator Nelsen, Parks and Recreation Director Jasmer, City Clerk Archer and other interested parties.

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

Motion by Case and second by Toepper to approve the consent calendar consisting of minutes from City Council Meetings on September 8 and payment of bills as presented. Case, Etzler, Johnson, Miles, Murray, Theurer and Toepper voted yes. None voted no. Motion passed.

<u>List of Bills</u>	<u>September 22, 2020</u>
Amazon	13.85
Aqua-Pure Inc.	3,540.00
AW Research	156.60
Bearings and More of Wadena	85.69
Big Aerial Sign Service	1,860.00
Border States Electric	1,621.41
Braun Intertec	3,535.50
Central Building Supply	6.99
Colliers Funding LLC	13,531.82
Core & Main	200.00
CTC	1,060.75
Fastenal	19.42
First International (visa)	3,357.60
Gary's Diesel Repair	158.14
Graymont	4,738.19
Hali-Brite Inc.	411.78
Heartland Tire Inc.	1,210.28
Ideal Construction	2,040.00
Jason Anderson (reimbursement)	38.00
JT Services	1,487.15
Lakewood Health System	201.00
Locators & Supplies, Inc.	104.06
Marco Technologies, LLC	191.18
Maria de Jose	425.25
Minnesota Dept. of Commerce	695.05
Minnesota Energy	131.55
Minnesota Pump Works	517.50
Minnesota Rural Water Association	325.00
Paul Drake Tree Service	150.00
Shred-It	146.81
Sirius XM Radio	39.43
Steve Gaugert (reimbursement)	178.25
USA BlueBook	77.70

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Verizon	1,090.93
Ziegler	259.38
TOTAL	43,606.26
Steve Gaugert	577.50
Andrew Krey	10.00
Carter LaPointe	372.00
Larry Sheldon	378.00
Norah Anderson	36.00
Lacey Aguirre	1,081.38
Amanda Carter	20.00
Adriana Dickey	227.30
Devon Isenberg	591.06
Christopher Moench	22.75
Adam Oberlander	33.64
Libby O'Neil	63.00
Kevin Robben	1,180.40
Aften Robinson	35.00
Ava Schneider	23.19
TOTAL	4,651.22

City Administrator Nelsen presented information on the 2021 preliminary budget. The preliminary tax levy is proposed at \$1,064,605 which is an increase of 2.4% from the 2020 final levy. Preliminary tax capacity values increased by 1.7%. City Administrator Nelsen presented information on the revenue changes, assumptions for changes in cost of operations and proposed one time expenditures.

Councilmember Johnson asked if the preliminary budget includes changes discussed for the Community Center at the special meeting on September 17. City Administrator Nelsen responded the preliminary budget for the Community Center is a status quo budget because the results of the changes are uncertain at this time. The final budget will include additional changes for the Community Center as more information is known.

Motion by Theurer and second by Miles to adopt Resolution 1813 preliminary property tax levy for 2021. Case, Etzler, Johnson, Miles, Murray, Theurer and Toepper voted yes. None voted no. Motion passed.

Motion by Miles and second by Toepper to approve the 2021 preliminary budget and set the truth in taxation hearing date for December 8, 2020 at 7:00 p.m. Etzler, Johnson, Miles, Murray, Theurer and Toepper voted yes. None voted no. Motion passed.

Motion by Murray and second by Case to approve a gambling permit for Knights of Columbus at Sacred Heart Catholic Church on December 27, 2020. Etzler, Johnson, Miles, Murray, Theurer and Toepper voted yes. None voted no. Motion passed.

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City Administrator Nelsen reviewed the information on overpass directional signage. The Public Works Commission and the City Council addressed this issue in 2016 and decided not to proceed. The Minnesota Department of Transportation (MNDOT) District Traffic Engineer at that time stated the MNDOT position would be to provide a permit, but all required signage on City Roads must be installed to MNDOT standards and MNDOT will not accept any liability. The District Traffic Engineer retired recently and contact has not occurred with the new District Traffic Engineer so the current position, costs and signage requirements are unknown.

Councilmember Case stated he would like to see the Highway 10 overpass directional signs installed.

Councilmember Toepper stated that trains are going to become longer in the future which may increase the need for the overpass signage.

Mayor Etzler would like to know the costs, the liability issues and what the signage requirements are before deciding.

Councilmember Miles agreed that all the information should be available before making a decision.

Councilmember Case stated he would like to know if the rest of the Council is in favor of proceeding before any questions are asked about the Highway 10 overpass directional signs. He thinks the way the questions are presented has an impact on the outcome and wants assurance the questions will be presented without bias.

Councilmember Theurer stated the Public Works Commission and the Council each voted twice to not put signs up and she doesn't think the Council needs to consider the issue again.

Mayor Etzler does not think the City should be responsible for the cost or the installation; however, he is willing to consider the signage once all the information is known.

Councilmember Johnson stated she thinks re-routing traffic might be a good opportunity for people to see more of Staples.

Councilmember Toepper has experienced friends and family waiting for trains and he thinks they should be able to use the overpass given the knowledge. He would like to receive all prices and other information.

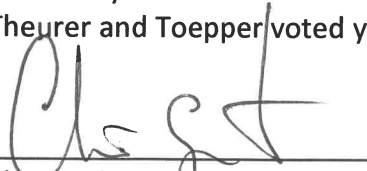
The consensus of the Council was to direct City Administrator Nelsen to contact the new MNDOT District Traffic Engineer and place the item back on a Council Agenda once all the information on signage plan, cost and liability is known.

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

Motion by Miles and second by Murray to adjourn at 7:58 p.m. Etzler, Johnson, Miles, Murray, Theurer and Toepper voted yes. None voted no. Motion passed.



Chris Etzler, Mayor



Diane Archer, City Clerk