

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

December 22, 2020

The regular meeting of the Staples City Council held via Zoom and was called to order by Mayor Etzler at 7:00 p.m. on Tuesday, December 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 Council Member elect John Jewison, City Administrator Nelsen, Public Works Director Grabe, Parks and Recreation Director Jasmer, City Clerk Archer and other interested parties.

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

Motion by Johnson and second by Toepper to approve the consent calendar consisting of minutes from the City Council Meeting on December 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>December 22, 2020</u>
Amazon	174.00
Aqua-Pure, Inc.	3,450.00
AW Research	155.80
Braun Intertec	2,324.00
Central McGowan	1,443.16
Colliers Funding	13,531.82
CTC	1,058.15
DDA Human Resources, Inc.	150.00
Emergency Automotive Technologies	197.26
Everstrong Construction	62,953.40
First International Bank	1,430.57
Fleet Services	2,230.16
G Enterprises	1,045.37
Grainger	103.44
Graymont	4,752.88
H & R Electric of Staples	103.90
Hawkins	1,247.44
JT Services	92.05
League of MN Cities	659.00
M-R Sign Co., Inc.	463.80
Magney Construction	315,319.25
Marco Technologies	777.20
Maria de Jose	509.75
Mill Townhomes (Energy Rebate)	2,946.00
MN Dept. of Commerce	774.33
Minnesota Energy Resources	519.89
Moss & Barnett	510.00
Motorola Solutions	9,179.30
Project One Construction	1,200.00
Quill	215.23
SEH, Inc.	8,175.00
SHI International Corp.	8,060.00
Shred-It	146.81
Sportsmans Plumbing, Heating & A/C	3,008.50

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Staples Express LLC	259.70
Staples Townhomes	28,891.26
Streicher's	1,866.18
Verizon	1,189.27
Wex	846.37
<b>TOTAL</b>	<b>481,960.24</b>
Lacey Aguirre	1,170.15
<b>TOTAL</b>	<b>1,170.15</b>

City Administrator Nelsen stated that all documents were received and are included in the packet for Like-Nu Pawn Shop.

Motion by Miles and second by Case to approve the Pawnbroker License for Like-Nu Pawn shop for 2021. Case, Etzler, Johnson, Miles, Murray, Theurer and Toepper voted yes. None voted no. Motion passed.

City Administrator Nelsen reviewed the memo regarding the redemption of 2008 General Obligation Debt. The debt was issued for public improvements in the area of 10<sup>th</sup> to 14<sup>th</sup> and Wright Avenue. Through prepayment of special assessments and debt levies sufficient funds exist to prepay and redeem the remaining debt resulting in interest savings of \$11,602.50 and elimination of future debt levies.

Motion by Miles and second by Theurer to adopt Resolution 1827 calling for prepayment and redemption of the 2008 General Obligation Debt. Case, Etzler, Johnson, Miles, Murray, Theurer and Toepper voted yes. None voted no. Motion passed.

City Administrator Nelsen stated that Sourcewell provided notice about six months ago that they would no longer provide information technology services. He received quotes from two firms and is recommending the City contract with CTC for 2021 based on lower prices and past experience with the company's level of service.

Motion by Murray and second by Johnson to approve the contract with CTC for IT services in 2021. Case, Etzler, Johnson, Miles, Murray, Theurer and Toepper voted yes. None voted no. Motion passed.

City Administrator Nelsen provided an update on COVID-19 impacts.

Mayor Etzler presented a plaque to Councilmember Johnson for four years of service on the Council and thanked her for the excellent job she has done.

City Administrator Nelsen stated that Clyde Mertens is retiring on December 30, 2020 after 35 years, 1 month and several days of dedicated work. The Council and City Administrator wish him the best in his life beyond City work.


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City Administrator Nelsen provided a report of ongoing projects.

Motion by Miles and second by Murray to adjourn at 7:19 p.m. Case, Etzler, Johnson, Miles, Murray, Theurer and Toepper voted yes. None voted no. Motion passed.

  
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Chris Etzler, Mayor

  
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Diane Archer, City Clerk