

City of Menahga
Regular City Council Minutes
Monday, April 10, 2017

A. Call to Order

The Menahga City Council held a regular meeting on Monday, April 10, 2017. Mayor Foss called the meeting to order at 7 pm.

B. Roll Call

Comprising a quorum of the council, the following members were present:

Craig Lawrey	Tim Ellingson	Dennis Komulainen
Maxine McNeece	Patrick Foss	

Also in attendance were the following:

City Administrator/Clerk/Treasurer Janette Bower
Greenwood Connections Administrator Laura Ahlf
Chief of Police Scott Koennicke
Liquor Store Manager Renata Parks

C. Pledge of Allegiance

D. Approval of Agenda

1. Approval of consent agenda
 - a. Introduction – Ordinance No. 2017-002: Repealing Menahga Municipal Code Chapter 152 Building Code (IM 17-005)
 - b. Resolution No. 2017-009: Requesting City of Menahga Police Officer Derek Huotari be Accepted as a Member of the Public Employees Police and Fire Plan
 - c. Action Memorandum 17-020: Accept and Appropriate a Grant in the Amount of \$500 from West Central Telephone, a \$250 Donation from Greener Tomorrows, a \$500 Donation from Wevley Funeral Home, and a \$1,500 Donation from the Menahga Civic & Commerce Association for the Sounds of Spirit Lake Program
 - d. Action Memorandum 17-021: Accept and Appropriate an Anonymous Donation in the Amount of \$500 for the Menahga Police Department
 - e. Action Memorandum 17-026: Approve Northbound Spirits Application for a Temporary On-Sale Liquor License for the Kruzin 4 Kids Event on August 19

Main Motion: To approve the agenda and consent agenda

Moved by:	McNeece
Seconded by:	Ellingson
Action:	Motion carried by unanimous voice vote.
In favor:	Foss, Lawrey, Ellingson, , Komulainen, McNeece
Opposed:	None

2. Approval of Minutes
 - a. March 13, 2017, Special Meeting Minutes
 - b. March 13, 2017, Regular Meeting Minutes

Main Motion: To approve the special and regular minutes

Moved by:	Ellingson
Seconded by:	McNeece
Action:	Motion carried by unanimous voice vote.
In favor:	Foss, Lawrey, Ellingson, , Komulainen, McNeece
Opposed:	None

E. Communication and Appearance Requests

1. Ralph Kumpula – Minnesota Department of Transportation Grant

Mr. Kumpula:

- Requested permission for a grant to be written through Minnesota Department of Transportation to create a walking/biking trail from the Campground to Spirit Lake;
- Stated a letter of intent was due at the end of October, with the full application due December 2017;
- Expanded on the benefit to the City, visitors, and residents;
- Spoke of the rise in distracted driving and unsafe walking conditions;
- Offered his assistance; and
- Announced the total grant amount statewide was \$7.8 million.

Council Member McNeece:

- Expanded on her conversation with Region 5 Planner Tad Erickson;
- Spoke of the importance of land owner identification; and
- Commented on the timeframe.

Mayor Foss:

- Emphasized the project went hand in hand with the seasonal campground project;
- Spoke to the need; and
- Recommended approval.

Main Motion: To move forward with the grant application process for the project

Moved by:	Komulainen
Seconded by:	McNeece
Action:	Motion carried by unanimous voice vote.
In favor:	Foss, Lawrey, Ellingson, Komulainen, McNeece
Opposed:	None

F. Public Input

1. Jon Kangas:

- Voiced concern regarding reference to the school referendum in Greenwood Connections minutes and an upcoming meeting at Greenwood Connections;
- Stated the meeting was organized by the Vote Yes committee;
- Announced the meeting was not sponsored by the school; and

- Opined the Vote No organization should be given an opportunity to hold a similar meeting.

Greenwood Connections Administrator Laura Ahlf:

- Expanded on the meeting's origination;
- Stated the meeting was described as an informational meeting; and
- Informed both sides would have equal access.

G. Reports by Departments

1. Fire – Dave Kicker
2. Police – Dave Koennicke
 - Announced Officer Penner's resignation;
 - Stated the Department was in need of part-time officers; and
 - Spoke of the Department's participation in the Clean Up Day event.
3. Liquor – Renata Parks
 - Expanded on the Kruzin for Kidz program and the organization's stop in Menahga; and
 - Commented on the March financials.

Council Member McNeece:

- Questioned the City's ability to offer donations; and
- Spoke of the League of Minnesota Cities opinion on the matter.

4. Nursing Home – Laura Ahlf
 - Announced the current census as 60;
 - Expanded on the financials;
 - Spoke of the generator project and stated a decision could not be made this time;
 - Commented on the moratorium and expansion project;
 - Explained the revenues to support the project; and
 - Stated an interim Director of Nursing had been hired and a third unit manager position had been created.

Main Motion: To authorize a contract with Leading Edge in the amount of \$206,800 for the boilers

Moved by:	McNeece
Seconded by:	Lawrey
Action:	Motion carried by unanimous voice vote.
In favor:	Foss, Lawrey, Ellingson, Komulainen, McNeece
Opposed:	None

Main Motion: To authorize a contract with A-1 Abatement in the amount of \$10,034 for asbestos abatement

Moved by:	Komulainen
Seconded by:	Lawrey
Action:	Motion carried by unanimous voice vote.
In favor:	Foss, Lawrey, Ellingson, Komulainen, McNeece
Opposed:	None

Main Motion: To approve the minutes and financials

Moved by:	McNeece
Seconded by:	Ellingson
Action:	Motion carried by unanimous voice vote.
In favor:	Foss, Lawrey, Ellingson, Komulainen, McNeece
Opposed:	None

- 5. Street/Park/Beach – Frank Thelin
- 6. Water/Sewer – Frank Thelin
- 7. Administration/Economic Development – Janette Bower
 - Spoke of submission of an application for a permit for banners over Highway 71;
 - Expanded on permission to paint crosswalks and maintenance of the crosswalks;
 - Stated no bids were received for the mowers and a reduction would be made on the minimum bid with the plan to have the bids before the council in May;
 - Stated the lifeguard position closing had been extended to April 28;
 - Announced the auditors arrived on site today; and
 - Reported she would meet with NJPA to learn of the services they offer to the City.

Council Member McNeece:

- Disclosed that five business owners or those who manage a business had talked to her regarding the WCEDA director;
- Stated she would not divulge names and things said;
- Spoke of comments by persons at the regional and state level; and
- Expressed regretfulness for approving the contract with WCEDA.

Mayor Foss:

- Stated he was also hearing comments; and
- Suggested a meeting with the Director be held.

H. Notices and Communications

I. Public Hearings

J. Unfinished Business

K. New Business

Item 1 – Action Memorandum 17-022: Authorize the Greenwood Connections Expansion Project and Authorize the Greenwood Connections Administrator to Enter into a Contract with Helenske Design Group, Fargo, ND, for the Architectural and Engineering Services as Outlined in the Project Budget and following the Language of the Standard AIA Owner/Architect Agreement

Main Motion: To authorize Action Memorandum 17-022

Moved by:	Ellingson
Seconded by:	McNeece
Action:	Motion, as amended, carried by unanimous voice vote.
In favor:	Foss, Lawrey, Ellingson, Komulainen, McNeece
Opposed:	None

Item 2 – Action Memorandum 17-023: Authorize the Hire of Ralph Cox for the Seasonal Mower and Maintenance Position

Main Motion: To authorize Action Memorandum 17-023

Moved by:	Ellingson
Seconded by:	Komulainen
Action:	Motion carried by unanimous voice vote.
In favor:	Foss, Lawrey, Ellingson, Komulainen, McNeece
Opposed:	None

Item 3 – Action Memorandum 17-024: Authorize the Hire of Keith Waaraniemi as an Interim Full-time Police Officer

Main Motion: To adopt Action Memorandum 17-024

Moved by:	McNeece
Seconded by:	Lawrey
Action:	Motion carried by unanimous voice vote.
In favor:	Foss, Lawrey, Ellingson, Komulainen, McNeece
Opposed:	None

Item 4 – Action Memorandum 17-025: Confirm the Appointment of Sue Burlingame, Jim Day, Lisa Graba-Meech, and Wayne Isaacson to Serve as the Independent Agency to Review the Revolving Loan Fund Application

Main Motion: To authorize Action Memorandum 17-025

Moved by:	Lawrey
Seconded by:	Ellingson
Action:	Motion carried by unanimous voice vote.
In favor:	Foss, Lawrey, Ellingson, Komulainen, McNeece
Opposed:	None

L. Consideration of Bills

Main Motion: To approve payment of the bills

Moved by:	Ellingson
Seconded by:	Lawrey
Action:	Motion carried by unanimous voice vote.
In favor:	Foss, Lawrey, Ellingson, Komulainen, McNeece
Opposed:	None

Administrator Bower stated the \$500 Kruzin 4 Kidz payment request would not be processed at this time.

M. Closed Session

The council entered into a closed session to evaluate the performance of City Administrator Janette Bower.

Following the closed session, the council passed a unanimous motion to move Ms. Bower from Level 9, Step 12 to Level 9, Step 13.

N. Meeting Adjourned

Main Motion: To adjourn the meeting at 9:25 pm

Moved by:	Lawrey
Seconded by:	Ellingson
Action:	Motion carried by unanimous voice vote.
In favor:	Foss, Lawrey, Ellingson, Komulainen, McNeece
Opposed:	None

Janette M. Bower, Administrator

Patrick Foss, Mayor