

City of Menahga
Regular City Council Minutes
Monday, June 13, 2016

A. Call to Order

The Menahga City Council held a regular meeting on Monday, June 13, 2016. Mayor Foss called the meeting to order at 7 pm.

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

Kim Rasmussen	Roger Henstorf
Craig Lawrey	Marty Ahlf
Patrick Foss	

Also in attendance were the following:

City Administrator/Clerk/Treasurer Janette Bower
Fire Chief Dave Kicker
Greenwood Connections Administrator Laura Ahlf
Liquor Store Manager Renata Parks
Police Chief Scott Koennicke
Utilities Superintendent Frank Thelin

B. Approval of Minutes

Main Motion: To approve the May 9, 2016, Regular Meeting Minutes

Moved by:	Rasmussen
Seconded by:	Henstorf
Action:	Motion carried by unanimous voice vote.
In favor:	Foss, Rasmussen, Ahlf, Henstorf, Lawrey
Opposed:	None

Main Motion: To approve the May 10, 2016, Special Meeting Minutes

Moved by:	Henstorf
Seconded by:	Rasmussen
Action:	Motion carried by unanimous voice vote.
In favor:	Foss, Rasmussen, Henstorf, Lawrey
Opposed:	None
Recused:	Due to a conflict of interest, Council Member Ahlf was recused.

Main Motion: To approve the May 13, 2016, 12:45 pm Special Meeting Minutes

Moved by:	Henstorf
Seconded by:	Lawrey
Action:	Motion carried by unanimous voice vote.
In favor:	Foss, Rasmussen, Henstorf, Lawrey
Opposed:	None
Recused:	Due to a conflict of interest, Council Member Ahlf was recused.

Main Motion: To approve the May 13, 2016, 1 pm Special Meeting Minutes

Moved by:	Rasmussen
Seconded by:	Lawrey
Action:	Motion carried by unanimous voice vote.
In favor:	Foss, Rasmussen, Henstorf, Lawrey
Opposed:	None
Recused:	Due to a conflict of interest, Council Member Ahlf was recused.

C. Presentations by Guests and Citizens

1. Mark Hanson, WCEDA:
 - Expanded on the presentation made at the annual BR & E meeting;
 - Spoke of success of Sounds of Spirit Lake;
 - Announced the Gateway to the North Digital Directory had been formally identified by Wadena County, City of Wadena, and Wadena School District as their official directory;
 - Stated the next phase of the directory showcases non-business assets;
 - Announced he was refining Menahga's portion of the directory;
 - Provided an update of the applied for \$7,500 grant; and
 - Commented on the campground expansion project.
2. Mike Mattson, First National Insurance Agency:
 - Highlighted the insurance premiums;
 - Announced the premium had been reduced by eight percent, with \$230,000 additional coverage;
 - Expanded on suggested additional coverages;
 - Commented on the increased workman's comp claims and premium; and
 - Suggested the League of Minnesota Cities could assist with loss control.

Main Motion: To approve renewal of the insurance policies and related premiums

Moved by:	Rasmussen
Seconded by:	Lawrey
Action:	Motion carried by unanimous voice vote.
In favor:	Foss, Rasmussen, Henstorf, Alf, Lawrey
Opposed:	None

D. Public Input

E. Reports by Departments and Liaison Groups

1. Fire – Dave Kicker

- Reported on the fire at the City brush pile;
- Suggested the brush pile be burned to lessen the possibility of a larger fire;
- Announced the number of volunteers as 22; and
- Stated the target number was 25.

Main Motion: To authorize adding volunteers Matt Rousu and Brady Wikman to the Department

Moved by:	Henstorf
Seconded by:	Ahlf
Action:	Motion carried by unanimous voice vote.
In favor:	Foss, Rasmussen, Ahlf, Henstorf, Lawrey
Opposed:	None

2. Police – Scott Koennicke

- Provided an update on department activities;
- Stated that of the 15 properties defined as unsightly by the Police Liaison Group, nine had been resolved and the remaining six would receive letters;
- Expanded on the COPS grant and stated the school expressed their support and desire to financially support the grant by splitting the City's 25 percent financial commitment for the first 36 months and providing 50 percent of the City's responsibility for the remaining 12 months of the grant;
- Commented on the check diversion program;
- Spoke of the county wide drug agent and improved crime statistics;
- Reported he was unaware of any residences housing chickens;
- Stated the State provided language regarding civil charges concerning adults who host underage parties; and
- Suggested an ordinance and fees addressing repeated calls for service at residences and false alarms be enacted.

3. Liquor – Renata Parks

- Reported Katie Rudquist had been hired;
- Stated she was in the process of acquiring indoor/outdoor speakers, allowing the jukebox to be heard outside;
- Expanded on the preparations for Midsummer; and
- Commented on the underage drinking campaign.

Main Motion: To authorize hiring Katie Rudquist

Moved by:	Lawrey
Seconded by:	Henstorf
Action:	Motion carried by unanimous voice vote.
In favor:	Foss, Rasmussen, Ahlf, Henstorf, Lawrey
Opposed:	None

4. Street/Park/Beach/Cemetery – Frank Thelin
 - Reported on the seasonal mowing position;
 - Provided an update on the volleyball court;
 - Spoke of the buoys and lifeguard stands; and
 - Suggested the person cleaning the liquor store clean the campground and beach bathrooms.

5. Water/Sewer – Frank Thelin
 - Expanded on the water treatment plant and June 17, punch list deadline;
 - Commented on flushing hydrants;
 - Highlighted the need for citizens to flush their water softeners and hot water heaters;
 - Reported on the Happy Hour and Blueberry lift stations;
 - Expanded on the DNR charges concerning water; and
 - Spoke of the CASE extended warranty.

6. Nursing Home – Laura Ahlf
 - Announced the census as of June 13, as 61;
 - Expanded on the nursing home finances;
 - Spoke of the laundry's hot water heater;
 - Commented on the parking lot bids;
 - Discussed the streets leading into the nursing home and the need for additional repair;
 - Reported on the architect meeting regarding private room expansion; and
 - Spoke of the information from the auditors concerning the financial feasibility involving the expansion.

Main Motion: To approve the financial and minutes for Greenwood Connections

Moved by:	Henstorf
Seconded by:	Lawrey
Action:	Motion carried by unanimous voice vote.
In favor:	Foss, Rasmussen, Ahlf, Henstorf, Lawrey
Opposed:	None

7. Administration/Economic Development – Janette Bower
 - Highlighted the written Admin Liaison Group report;
 - Expanded on the Department Heads meetings;
 - Spoke of development of the 2017 budget “wish list”;
 - Commented on website updates; and
 - Reported on a future Water Treatment Plant Open House.

F. Notices and Communications

Item 1 – Minnesota Rural Water

The information included:

- 33rd Annual three day Water & Wastewater Technical Conference; and
- The City's membership certificate.

Item 2 – State Demographic Center

The information included:

- The City's April 1, 2015, population estimate is 1,352; and
- The City's April 1, 2015, household estimate is 597.

G. Unfinished Business

H. New Business

Item 1 – Ordinance No. 2016-005: Amending Menahga Municipal Code Amending Section 91.01 Definitions and Enacting Section 91.50 Domestic Birds (IM 16-001)

The council discussed the lack of need for the ordinance and consented to not move the ordinance forward for introduction, causing the ordinance to fail.

Item 2 – Ordinance No. 2016-006: Enacting Menahga Municipal Code Chapter 13.30 Social Host (IM 16-002)

The council discussed the State language concerning civil penalties and consented to not move the ordinance forward for introduction, causing the ordinance to fail.

Item 3 – Resolution No. 2016-005: Approving the Quite Claim Deed from the City of Menahga to St. Mary's Regional Health Center (IM 16-003)

Main Motion: To adopt Resolution No. 2016-005

Moved by:	Henstorf
Seconded by:	Ahlf
Action:	Motion carried by unanimous voice vote.
In favor:	Foss, Rasmussen, Ahlf, Henstorf, Lawrey
Opposed:	None

Item 4 – Action Memorandum 16-005: Approve the Application from Guy McDermeit VFW Post #6206 Application for a Temporary On-Sale Liquor License

Main Motion: To approve Action Memorandum 16-005

Moved by:	Henstorf
Seconded by:	Rasmussen
Action:	Motion carried by unanimous voice vote.
In favor:	Foss, Rasmussen, Ahlf, Henstorf, Lawrey
Opposed:	None

Item 5 – Action Memorandum 16-006: Approve Payment of Ulteig Invoice No. 57390 in the Amount of \$19,906.48 for the Water Treatment Plant Project

Main Motion: To approve Action Memorandum 16-006

Moved by:	Rasmussen
Seconded by:	Henstorf
Action:	Motion carried by unanimous voice vote.
In favor:	Foss, Rasmussen, Ahlf, Henstorf, Lawrey
Opposed:	None

Item 6 – Action Memorandum 16-007: Approve Di-Mar Construction, Inc. Payment Application No. 11 in the Amount of \$35,472.72 for the Water Treatment Plant Project

Main Motion: To approve Action Memorandum 16-007

Moved by:	Ahlf
Seconded by:	Henstorf
Action:	Motion carried by unanimous voice vote.
In favor:	Foss, Rasmussen, Ahlf, Henstorf, Lawrey
Opposed:	None

Item 7 – Action Memorandum 16-008: Authorize Change Order No. 6 with Di-Mar Construction in the Amount of \$3,290 for the Water Treatment Plant Project

Main Motion: To approve Action Memorandum 16-008

Moved by:	Rasmussen
Seconded by:	Ahlf
Action:	Motion carried by unanimous voice vote.
In favor:	Foss, Rasmussen, Ahlf, Henstorf, Lawrey
Opposed:	None

Item 8 – Action Memorandum 16-009: Authorize the Purchase of a Utility Trailer in the Amount of \$1,495 from Gary's Trailer Sales

Main Motion: To authorize Action Memorandum 16-009

Moved by:	Henstorf
Seconded by:	Rasmussen
Action:	Motion carried by unanimous voice vote.
In favor:	Foss, Rasmussen, Ahlf, Henstorf, Lawrey
Opposed:	None

Item 10 – Action Memorandum 16-010: Accept a \$3,500 Donation from the Lions Club and Authorize the Purchase of a Swim Raft in the Amount of \$3,500 from Menahga Marine and Rental

Main Motion: To approve Action Memorandum 16-010

Moved by:	Rasmussen
Seconded by:	Ahlf
Action:	Motion carried by 4-1 voice vote.
In favor:	Foss, Rasmussen, Ahlf, Lawrey
Opposed:	Henstorf

Council Member Henstorf:

- Voiced concern regarding the City's liability;
- Questioned who retained the authority to determine a swimmer's ability to swim to the raft; and
- Suggested an L shaped dock as an alternative to the swim raft.

Vice Mayor Rasmussen:

- Commented on the City's liability;
- Expanded on the type of raft; and

- Spoke of childhood memories created by the raft.

Item 11 – Action Memorandum 16-012: Accept Donations in the Total Amount of \$3,935 for the Hooked on Fishing and Sounds of Spirit Lake Programs

Main Motion: To approve Action Memorandum 16-012

Moved by:	Henstorf
Seconded by:	Lawrey
Action:	Motion carried by unanimous voice vote.
In favor:	Foss, Rasmussen, Ahlf, Henstorf, Lawrey
Opposed:	None

Item 12 – Action Memorandum 16-013: Authorize the City to Submit a Community Oriented Policing Services (COPS) Grant

Main Motion: To authorize Action Memorandum 16-013

Moved by:	Lawrey
Seconded by:	Ahlf
Action:	Motion carried by unanimous voice vote.
In favor:	Foss, Rasmussen, Ahlf, Henstorf, Lawrey
Opposed:	None

Discussion ensued regarding:

- Previous COPS grants;
- The grant's use to hire an additional officer to serve as a School Resource Officer (SRO);
- Whether there was a necessity for an additional full-time officer;
- Community response to a fourth full-time officer; and
- The City's liability for the fourth year of the grant program.

Item 13 – Action Memorandum 16-014: Confirm the 2016 Election Judges

Main Motion: To authorize Action Memorandum 16-014

Moved by:	Rasmussen
Seconded by:	Ahlf
Action:	Motion carried by unanimous voice vote.
In favor:	Foss, Rasmussen, Ahlf, Henstorf, Lawrey
Opposed:	None

Item 14 – Action Memorandum 16-015: Authorize the Contracts and Payment of 2016 Sounds of Spirit Lake Performers

Main Motion: To authorize Action Memorandum 16-015

Moved by:	Henstorf
Seconded by:	Rasmussen
Action:	Motion carried by unanimous voice vote.
In favor:	Foss, Rasmussen, Ahlf, Henstorf, Lawrey
Opposed:	None

I. Payment of Bills

Main Motion: To approve payment of the bills

Moved by:	Henstorf
Seconded by:	Rasmussen
Action:	Motion carried by unanimous voice vote.
In favor:	Foss, Rasmussen, Ahlf, Henstorf, Lawrey
Opposed:	None

J. Closed Session

Item 1 – Closed Session to Evaluate the Performance of Chief of Police Scott Koennicke

Chief Koennicke requested the evaluation be held in open session. Administrator Bower and council discussed the following items with Chief Koennicke:

- Communication;
- Department schedules;
- Supervision and requested reports;
- Used of Paid Time Off (PTO); and
- Hooked on Fishing program.

K. Meeting Adjourned

Main Motion: To adjourn the meeting at 10:02 pm

Moved by:	Henstorf
Seconded by:	Ahlf
Action:	Motion carried by unanimous voice vote.
In favor:	Foss, Rasmussen, Ahlf, Henstorf, Lawrey
Opposed:	None

Janette M. Bower, Administrator

Patrick Foss, Mayor