NEW YORK MILLS CITY COUNCIL  
August 13, 2019  
4:30 p.m.

CALL TO ORDER AND DETERMINATION OF A QUORUM

The regular meeting of the New York Mills City Council was called to order at 4:30 p.m. in the Council Chambers of the City Hall Building at 28 Centennial 84 Dr. West, New York Mills, Minnesota all members of the Council having been notified of the meeting and the business to be transacted.

Members Present  Maki, Hoaby, Roder, Hetland and Nesland

Members Absent  None

Staff Present  City Clerk Julie Roberts, Administrative Assistant Cheri Kopveiler, Public Works Director Kyle Mattson, and Police Chief James Gritz

Guests Present  NYM Dispatch Reporter Eric Bervig

Call to Order  The meeting was called to order at 4:32 p.m. A quorum was present.

Additions, Changes or Deletions to Agenda and Approval of Final Agenda

A motion was made by Nesland and seconded by Hetland to approve the agenda as presented. The motion carried without a dissenting vote.

Approval of Minutes  – A motion was made by Roder to approve minutes from the July 9, 2019, Regular Council Meeting. The motion was seconded by Hoaby. The motion carried without a dissenting vote.

Updates/Consent Agenda  – None

Department Reports

Liquor Store Report  – Joan Koep was not present at the meeting. A Liquor Store report was included in the packet.

A motion was made by Hoaby to acknowledge receipt and review of the Liquor Store Report as presented. The motion was seconded by Roder. The motion carried without a dissenting vote.

Fire Department Report  – Chief Brasel was not present at the meeting. The Fire Department Report was included in the packet.

A motion was made by Nesland to acknowledge receipt and review of the Fire Department Report as presented. The motion was seconded by Hoaby. The motion carried without a dissenting vote.
Police Report – Chief Gritz’ report was included in the packet. The new officer Bobby Berndt started as a full time officer on August 2, 2019. Officer Smith has registered for his defensive driving course that he is due to complete. A water pump leak will need to be repaired on the 2015 Explorer squad. Both Explorers have some factory recall items that will need to be addressed once we receive the new squad vehicle. Chief Gritz has obtained quotes for the cost of Watchguard Video Systems for the three patrol cars. It will cost a total $13,935 to complete all three vehicles. He will start looking into grant funds to cover the cost of systems. He will be viewing a demonstration on the system on September 16, 2019, at 11:00 if anyone from the council would like to see the system they are welcome to attend. Lund Mania went well. Chief Gritz thanked the public works department for all of their help that evening.

A motion was made by Hetland to acknowledge receipt and review of the Police Department Report as presented. The motion was seconded by Roder. The motion carried without a dissenting vote.

EDA Report – Marsh Maki gave the EDA report. The last meeting was held on July 17, 2019. All loans were current. Revolving loan fund balance was $53,279.94 with $24,000 of this reserved for the USDA Grant match. Amy Baldwin from the Otter Tail County Community Development Agency updated the EDA on the role of the CDA and how they will be able to assist on projects in the county. Julie Roberts gave an update on the child care project. The $99,000 grant from the USDA for economic development was approved and Clerk Roberts will be finishing up the final paperwork on that grant. There was discussion on ideas of how the EDA could replace the work that was formerly covered by the Economic Alliance. Clerk Roberts reported that two more lots were sold in the Country View development. The next meeting is scheduled for August 21, 2019.

A motion was made by Hoaby to acknowledge receipt and review of the EDA Report as presented. The motion was seconded by Nesland. The motion carried without a dissenting vote.

Public Works Report – Kyle Mattson’s report was included in the packet. There was a small amount of overtime logged work done for Lund Mania. Mattson has been working on the 2020 Budget for his departments. Mattson is getting quotes for an install of a gas line under Hwy 10 to service the VFW. Mattson presented quotes for repaving the City Hall parking lot and the Library parking lot. The quotes include the completion of the Post Office lot and the F&M State Bank lot. The work for these two lots will be billed to them when completed. Mattson recommended going with Anderson Brothers.

A motion was made by Nesland to acknowledge receipt and review of the Public Works Report as presented and to contract Anderson Brothers to do all four parking lots and to bill the Post Office and the F&M Bank for their portion of the paving bill. The motion was seconded by Hetland. The motion carried without a dissenting vote.

Administration Report – Roberts’ report was in the packet. Roberts asked the council to approve the step raise for Cyndi Gyger to step 3, contingent on the recommendation after her performance review. Roberts has been working on the 2020 Budget. She continues the search for a part-time bartender. Roberts has continued to help where needed to keep things going smoothly in the bar and offsale. Clerk Roberts has been finalizing the work on the USDA grant for economic development. Clerk Roberts plans to be out on vacation September 5-6, 2019.
A motion was made by Hoaby to acknowledge receipt and review of the Administration Report as presented and the step raise if recommended by the department head. The motion was seconded by Roder. The motion carried without a dissenting vote.

Open Forum – 5:00 p.m. None

Public Requests – None

Old Business:

CIP Draft – Amendment Proposal – Nesland requested that the council have APEX add Boardman Avenue Water/Sewer relocation study to the CIP plan. He also would like to have a vote on the Five Year CIP guide at the September council meeting. Discussion ensued and it was agreed that the Boardman Avenue Water/Sewer relocation study should be added to the plan. Mattson will contact APEX to have the revision completed and Mike Weber will be asked to attend the September meeting.

A motion was made by Hoaby to add the Boardman Avenue Water/Sewer Relocation three part plan to the CIP guide. The motion was seconded by Nesland.

New Business:

Lund Park Concession/Restroom Area Project Bryan Dunrud and Darin Thompson– Dunrud and Thompson explained that their group has been working on improvements to Lund Park and have already completed $90,000 in updates to the ball diamonds area. The presented a plan to add a Concession/Restroom building to Lund Park. On behalf of their project group they requested permission to construct the new facility in Lund Park. They also asked if the city would consider donating the $27,000 needed to complete the plumbing for the facility. They want to get started on the building yet this fall. Discussion ensued and the council will have the plan reviewed for compliance to new construction in the city park. The city will also check into the impact of the cost to insure the structure. Once reviewed the council will respond back to Dunrud and Thompson with the information and than an action can be taken on the requests.

Resolution No. 08-13-2019– Resolution Acknowledging Cash Donation to the City of New York Mills from New York Mills Lions Club for a pool heater – Resolution 08-13-2019 was presented:

CITY OF NEW YORK MILLS, MINNESOTA
RESOLUTION NO. 08-13-2019
RESOLUTION ACKNOWLEDGING CASH DONATION TO CITY OF NEW YORK MILLS FROM NEW YORK MILLS LIONS CLUB

WHEREAS, in July, 2019 the City of New York Mills received a donation from New York Mills Lions Club for a Pool Heater in the amount of $4,100.00.

The City of New York Mills is an equal opportunity provider and employer.
NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF NEW YORK MILLS, MINNESOTA THAT: the City Council of the City of New York Mills acknowledges and accepts the cash donation of $4,100.00 from the New York Mills Lions Club to the City of New York Mills for a Pool Heater the amount of $4,100.00.

Adopted this 13th day of August, 2019 by the City Council of the City of New York Mills.

______________________________
Marsha Maki, Mayor

______________________________
Julie Roberts, City Clerk

A motion was made by Hetland and seconded by Hoaby to approve Resolution No. 08-13-2019 as presented. The motion carried without a dissenting vote.

Resolution No. 08-13-2019a– Resolution Acknowledging Cash Donation to the City of New York Mills from New York Mills Lions Club for the Gibble Eagle Scout Project – Resolution 08-13-2019a was presented:

CITY OF NEW YORK MILLS, MINNESOTA

RESOLUTION NO. 08-13-2019a

RESOLUTION ACKNOWLEDGING CASH DONATION TO CITY OF NEW YORK MILLS FROM NEW YORK MILLS LIONS CLUB

WHEREAS, in July, 2019 the City of New York Mills received a donation from New York Mills Lions Club for The Gibble Eagle Scout Project in the amount of $500.00.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF NEW YORK MILLS, MINNESOTA THAT: the City Council of the City of New York Mills acknowledges and accepts the cash donation of $500.00 from the New York Mills Lions Club to the City of New York Mills for the Gibble Eagle Scout Project in the amount of $500.00.

Adopted this 13th day of August, 2019 by the City Council of the City of New York Mills.

______________________________
Marsha Maki, Mayor

______________________________
Julie Roberts, City Clerk

A motion was made by Nesland and seconded by Hetland to approve Resolution No. 08-13-2019a as presented. The motion carried without a dissenting vote.
Resolution No. 08-13-2019b– Resolution Acknowledging Cash Donation to the City of New York Mills from the East Otter Tail Dark House & Angling club for New Chairs at the Pool – Resolution 08-13-2019b was presented:

CITY OF NEW YORK MILLS,
MINNESOTA

RESOLUTION NO. 08-13-2019b

RESOLUTION ACKNOWLEDGING CASH DONATION TO THE CITY OF NEW YORK MILLS FROM THE EAST OTTER TAIL DARK HOUSE & ANGLING CLUB

WHEREAS, in July, 2019 the City of New York Mills received a donation from East Otter Tail Dark House & Angling Club for the purchase of new chairs at the pool in the amount of $100.00.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF NEW YORK MILLS, MINNESOTA THAT:

the City Council of the City of New York Mills acknowledges and accepts the cash donation of $100.00 from the East Otter Tail Dark House & Angling Club to the City of New York Mills for the purchase of new chairs at the pool in the amount of $100.00.

Adopted this 13th day of August, 2019 by the City Council of the City of New York Mills.

______________________________
Marsha Maki, Mayor

______________________________
Julie Roberts, City Clerk

A motion was made by Roder and seconded by Hetland to approve Resolution No. 08-13-2019b as presented. The motion carried without a dissenting vote.

Resolution No. 08-13-2019c– Resolution Acknowledging Support for Application to Otter Tail CDA for Grant funds for the NYM2025 Child Care Project – Resolution 08-13-2019c was presented:

CITY OF NEW YORK MILLS,
MINNESOTA

RESOLUTION NO. 08-13-2019c

RESOLUTION ACKNOWLEDGING COUNCIL SUPPORT FOR THE OTTER TAIL COUNTY COMMUNITY DEVELOPMENT AGENCY GRANT FOR THE NYM2025 CHILD CARE PROJECT

WHEREAS, the City of New York Mills is currently working on a project to open a pod model childcare facility,

WHEREAS, the City of New York Mills has been made aware of grant funds available through the Otter Tail Community Development Agency,

The City of New York Mills is an equal opportunity provider and employer.
WHEREAS, the City of New York Mills is working with the Otter Tail County CDA, Otter Tail County HRA and the NYM2025 Childcare Committee.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF NEW YORK MILLS, MINNESOTA THAT: the City Council of New York Mills is in support of submitting an application for grant money from the Otter Tail County Community Development Agency to be used for the childcare pod project.

Adopted this 13th day of August, 2019, by the City Council of the City of New York Mills.

______________________________
Marsha Maki, Mayor

Julie Roberts, City Clerk

A motion was made by Hetland and seconded by Roder to approve Resolution No. 08-13-2019c as presented. The motion carried without a dissenting vote.

Discussion on moving the Capital Reserve cash to Central Minnesota Credit Union for One Year –

Clerk Roberts presented information on a program the CMCU has that is encouraging new deposits to the credit union. It would offer a 1.75% increase to the normal interest rate on the account. Clerk Roberts would like to have time to discuss with F&M State Bank to see if they could increase the interest earned on our account.

A motion was made by Hoaby and seconded by Nesland to have the budget committee review the information once Clerk Roberts was able to speak to F&M State Bank for the Budget Committee to determine a decision on the cash investment. The motion carried without a dissenting vote.

Future Meeting Dates – Regular meeting Tuesday, September 10, at 4:30 p.m. and Tuesday, October 8, 2019, at 4:30 p.m.

Payment of Claims - Acting Mayor Maki noted the bills are as presented in the packet. In addition there were bills from MMBA, Viking Gas, Coca Cola, Graham Refrigeration, and Constillator.

A motion was made by Hoaby and seconded by Nesland to approve the bills as presented. The motion carried without a dissenting vote.

Financial Reports – There was no discussion.

A motion was made by Hetland and seconded by Hoaby to approve the financial reports. The motion carried without a dissenting vote.

Adjournment - A motion was made by Hetland and seconded by Nesland to adjourn. The motion carried without a dissenting vote.

The meeting was adjourned at 6:05 p.m.

Respectfully submitted by,

The City of New York Mills is an equal opportunity provider and employer.
FINAL Minutes
Sept 13, 2019

Julie A. Roberts
City Clerk