

NEW YORK MILLS CITY COUNCIL
June 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, and Nesland

Members Absent Hetland

Staff Present City Clerk Julie Roberts, Administrative Assistant Cheri Kopveiler, Public Works Director Kyle Mattson

Guests Present NYM Dispatch Reporter Eric Bervig, Mikel Olson, Otter Tail County HRA, Derek Gibble, Eric Gibble and Janelle Gibble

Call to Order The meeting was called to order at 4:30 p.m. A quorum was present.

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

A motion was made by Hoaby and seconded by Roder 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 May 14, 2019, Regular Council Meeting, with the addition of Diane DuChene's last name in the Park Board Report. The motion was seconded by Hoaby. The motion carried without a dissenting vote. Nesland abstained from voting due to not being present for that meeting.

Updates/Consent Agenda – A motion was made by Hoaby and seconded by Nesland to approve the Updates/Consent Agenda. The motion carried without a dissenting vote.

Department Reports

Liquor Store Report – Joan Koep was not present at the meeting. A Liquor Store report was included in the packet. Clerk Roberts requested approval to hire Lana Jacobson as an event and fill-in bartender.

A motion was made by Hoaby and seconded by Roder to approve the Liquor Store report as presented, including the approval to hire Lana Jacobson as an event and fill-in bartender. The motion carried without a dissenting vote.

Fire Department Report – Chief Brasel was not present at the meeting. He will provide a report for May at the July meeting.

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Police Report – Chief Gritz’ report was included in the packet. Gritz was not present at the meeting.

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

EDA Report – No report was given.

Public Works Report – Kyle Mattson’s report was included in the packet. Mattson reported that the Minnesota Office of Pipeline Safety performed Field and Records, Public Awareness and Operator Qualification Inspections. They were on site for three days. His department is nearly finished with curb painting and touch ups. Otter Tail County Sheriff Department assisted him by providing a diver to fix a leak in our pressure relief valves on the big swimming pool floor. Mattson is changing the route for the parade this year. Mattson reported that there has not been enough interest from customers to extend our natural gas system to the north along County Highway 67. The minimum customers needed would be ten and he has only four people at this time. Mattson reported that he is need of replacing a utility trailer. He has money in his budget to do so. He presented two quotes to the council. Mattson also reported that he is starting to look into replacing the printer that is located in the shop.

A motion was made by Hoaby and seconded by Roder to approve the Public Works report as presented and to purchase new utility trailer. 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 Sher Kramer to step 5, contingent on the recommendation of the council after her performance review. The artist, Adam Spaeth, completed the mural at the pool. He said he was going to try to come back this fall to add to it. The life guards have presented a painting they would like to do on the south end of the pool building that they plan to paint this summer. Roberts reported that the lot at 103 Main Ave S that was purchased by the city, has been cleared of the house and the lot has been cleaned up. Roberts reported that she continues to help with the day to day operation at Mills Liquor in Koep’s absence.

A motion was made by Roder and seconded by Nesland to approve the Administration report as presented along with the step raises if recommended by department heads. The motion carried without a dissenting vote.

Open Forum – 5:00 p.m. None

Public Requests – None

Old Business: None

New Business:

Eagle Scout Project Proposal– Derek Gibble addressed the council to request permission to put a Ga Ga Pit into Lund Park. This presentation was included in the packet. This is a hexagon shaped wooden structure that kids play a ball game inside of. The game is a similar to dodge ball, but much safer. He would like to do a fund raiser this summer to raise the \$1,100 dollars that is needed to build the structure. When it is finished he would donate it to the city. Clerk Roberts said that she has spoken with the park board and Matt Radniecki

felt it could replace the merry go round that is located in Lund Park. Roberts also added that the surface in Lund Park needs to be changed out to manufactured wood chips so she felt that the city could cover the cost of the surface material, as long as Gibble would add an ADA compliant gate to access the pit.

A motion was made by Hoaby and seconded by Roder to approve the Eagle Scout project to be added to Lund Park. The motion carried without a dissenting vote.

Resolution No. 06-13-2019 – Resolution Acknowledging Cash Donation to the City of New York Mills from VFW Post 3289 for the Fire Department – Resolution 06-13-2019 was presented:

**CITY OF NEW YORK MILLS,
MINNESOTA**

RESOLUTION NO. 06-13-2019

**RESOLUTION ACKNOWLEDGING CASH DONATION TO CITY OF NEW YORK MILLS FROM VFW
POST 3289**

WHEREAS, in May, 2019 the City of New York Mills received a donation from VFW Post 3289 for the New York Mills Fire Department for equipment 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 VFW Post 3289 to the New York Mills Fire Department for equipment the amount of \$500.00.

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

Marsha Maki, Mayor

Julie Roberts, City Clerk

A motion was made by Hoaby and seconded by Roder to approve Resolution No. 06-13-2019 as presented. The motion carried without a dissenting vote.

Resolution No. 06-13-2019a – Resolution Acknowledging Cash Donation to the City of New York Mills from the New York Mills Lions Club for the Lund Park Project – Resolution 06-13-2019a was presented:

**CITY OF NEW YORK MILLS,
MINNESOTA**

RESOLUTION NO. 06-13-2019a

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

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WHEREAS, in May, 2019 the City of New York Mills received a donation from New York Mills Lions Club for the City of New York Mills Lund Park Project in the amount of \$5000.00.

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 \$5000.00 from the New York Mills Lions Club to the City of New York Mills Lund Park Project the amount of \$5000.00.

Adopted this 13th day of June, 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 Nesland to approve Resolution No. 06-13-2019a as presented. The motion carried without a dissenting vote.

Resolution No. 06-13-2019b -- Resolution Acknowledging Cash Donation to the City of New York Mills from MN Department of Natural Resources for the Fire Department – Resolution 06-13-2019b was presented:

CITY OF NEW YORK MILLS, MINNESOTA

RESOLUTION NO. 06-13-2019b

RESOLUTION ACKNOWLEDGING CASH DONATION TO CITY OF NEW YORK MILLS FROM MN DEPARTMENT OF NATURAL RESOURCES

WHEREAS, in May, 2019 the City of New York Mills received a donation from MN Dept. of Natural Resources for the New York Mills Fire Department for Equipment in the amount of \$1350.00.

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 \$1350.00 from the MN Department of Natural Resources to the New York Mills Fire Department for equipment the amount of \$1350.00.

Adopted this 13th day of June, 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 Hoaby to approve Resolution No. 06-13-2019b as presented. The motion carried without a dissenting vote.

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NYM2025 New York Mills Childcare Project – Julie Roberts, NYM2025 and Mikel Olson, OTC HRA—Julie Roberts is working on the childcare project as a member of the NYM2025 team. The project has been working on a solution to the childcare shortage in our area. The group will be applying for grant and in the process needs to establish who will be the owner of the facility. Roberts is asking the City Council to approve the City taking ownership of the property once the capital campaign is complete. The New York Mills EDA has already agreed to participate in the management of the facility. The facility will be leased to Mahube Otwa and they will lease space to individual providers. Mikel Olson explained that the HRA would not be able to retain ownership because the purpose does not fall within their guidelines. Both Otter Tail County and the HRA feel it would be best to have local ownership of the facility.

A motion was made by Nesland and seconded by Hoaby to approve the City of New York Mills taking ownership of 218 S. Tousley, New York Mills, once the capital campaign is complete and the facility is ready to open. The motion carried without a dissenting vote.

Revision to 2019 Appointment Document- Roberts presented the existing 2019 Appointment Schedule. Because of the change in council members it needed to be updated. Mayor Maki will be added as an authorized signer of official documents. Jerry Nesland will replace Joshua Hoaby on the Public Works Committee, Joshua Hoaby will replace Julie Gerber on the Personnel Committee, Jerry Nesland will replace Julie Gerber on the Budget Committee, Marsha Maki will replace Julie Gerber on the EDA, and Jerry Nesland will be added to the Park Board.

City of Ottertail Inquiry for Contract Services with the New York Mills Police Department. – Marsha Maki outlined a request the Chief Gritz received from Attorney Sam Felix regarding contracting services with the New York Mills Police Dept. Chief Gritz wanted the Council to be aware of the request and that he would be inquiring with Sam Felix for more specific details about the requests. No action was required it was presented for information purposed only.

Future Meeting Dates – Regular meeting Tuesday, July 9, 2019, at 4:30 p.m. and Tuesday, August 13, 2019, at 4:30 p.m.

Payment of Claims - Acting Mayor Maki noted the bills are as presented in the packet.

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

Financial Reports – There was no discussion.

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

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

The meeting was adjourned at 5:42 p.m.

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FINAL Minutes
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Respectfully submitted by,

Julie A. Roberts
City Clerk