NEW YORK MILLS CITY COUNCIL  
October 9, 2018  
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 4:33 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  Gerber, Maki, Hoaby, and Hetland

Members Absent  Roder

Staff Present  City Clerk Julie Roberts, Administrative Assistant Cheri Kopveiler, Police Chief James Gritz, City Treasurer Al Berube

Guests Present  NYM Dispatch Reporter Jim Arno

Call to Order  The meeting was called to order at 4:33 p.m. A quorum was present.

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

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

Approval of Minutes - A motion was made by Maki to approve minutes from the September 11, 2018 minutes. The motion was seconded by Hetland. The motion carried without a dissenting vote.

Updates/Consent Agenda – Mayor Gerber noted the updates and consent agenda items as listed on the Agenda.

A motion was made by Maki and seconded by Hoaby to approve the consent agenda. The motion carried without a dissenting vote.

Department Reports

Liquor Store Report – Joan Koep included a report in the packet. Koep was not in attendance at the meeting. Clerk Roberts did a short review of Koep’s report and pointed out that going forward she would be stating liquor store financial results as the before transfers amount.

A motion was made by Hoaby and seconded by Hetland to approve the Liquor Store report as presented. The motion carried without a dissenting vote.

Fire Department Report – Fire Chief Brasel’s report was in the packet. Brasel was not in attendance at the meeting.

A motion was made by Hetland and seconded by Hoaby to approve the Fire Department report as presented. The motion carried without a dissenting vote.
Police Report – Chief Gritz’ report was included in the packet. Gritz referred to his report as he addressed the Council. Chief Gritz has found new part time officer, Bryan Byrne, to replace Elliot Stoll. Gritz asked for approval for this hire. Officers Saewert and Rud completed training on Mental Health. Chief Gritz is getting quotes for a replacement vehicle. The 2013 Charger is due to be replaced in 2019. He is looking into a truck instead of a car. The truck will then be sold to public works when it comes up for replacement. Councilman Hoaby asked some questions on the reasons for switching to a truck instead of a car. Officer Saewert will again participate in the Trunk or Treat event this Halloween on behalf of the police department this year. Chief Gritz thanked Hoaby for his working on keeping this event going in our town.

A motion was made by Hoaby and seconded by Maki to approve the Police report as presented and the new part time officer. The motion carried without a dissenting vote.

EDA Report – Julie Gerber addressed the Council concerning the EDA meeting held on September 19, 2018. All loans are current. The revolving loan fund balance was at $132,011.63. Roder updated the group on the NYM2015 project. There was some discussion on the newly purchased land but no definite plans have been made for the property yet. Katie Heppner gave the Economic Alliance report. She also reviewed the 2019 sponsorship rates and services.

Clerk Roberts reported that the HRA has purchased the Community Action Building in New York Mills and Mike Olson is working with Nick Leonard to remodel this building to be the new child care site. Clerk Roberts also gave an update to the EDA on the homes that the HRA has been working on this summer. The next EDA meeting will be on October 17, 2018.

A motion was made by Hoaby and seconded by Maki to approve the EDA report. The motion carried without a dissenting vote.

Public Works Report – Kyle Mattson’s report was included in the packet. Mattson was not in attendance at the meeting. Clerk Roberts reviewed that Mattson was able to find and repair the leak in the main swimming pool. There were poorly glued joints and low quality fittings installed when the pool was rehabbed a few years ago. Mattson’s crew was able to make the repairs to the pool. Mattson purchased a used skid steer attachment to replace the trencher. Mattson is gathering State Bid prices for tractors to replace our 1975 Ford 6700 that broke down this summer.

A motion was made by Hetland and seconded by Maki to approve the Public Works report as presented. The motion carried without a dissenting vote.

Administration Report – Roberts’ report was in the packet. There were two step raises due before the next council meeting. Clerk Roberts has asked Centennial Realty to do a market analysis for the building site on the parcel 40000170161000. Compass Consultants will be surveying this property to draw up a legal description for the sale. Mike Pederson has completed about 75% of the LED lighting upgrade in the city hall building. Roberts’ is checking out options for taking down the house at 103 South Main. The city has purchased this tax forfeiture lot.

A motion was made by Hoaby and seconded by Maki to approve the Administration report as presented and the step raises subject to supervisor recommendation. The motion carried without a dissenting vote.

Open Forum – 5:00 p.m.

At 5:00 p.m., Mayor Gerber asked whether anyone present wished to address the Council. No one responded, so the Public Forum was concluded.

Public Requests – None
Old Business:

Annexation of Parcel 40000170161000:

CITY OF NEW YORK MILLS,
MINNESOTA
ORDINANCE NO. 130

AN ORDINANCE ANNEXING LAND LOCATED IN NEWTON TOWNSHIP, OTTER TAIL COUNTY, MINNESOTA
PURSUANT TO MINNESOTA STATUTE 414.033 SUBDIVISION 2(1) PERMITTING ANNEXATIONS BY ORDINANCE

WHEREAS, the City of New York Mills (the “City”) is the owner of the following described real estate in Newton Township, Otter Tail County, Minnesota:

Southwest Quarter of the Northwest Quarter and the Northwest Quarter of the Southwest Quarter,
Section 17, Twp 135, Range 37

WHEREAS, the property is directly adjacent to and abutting of the New York Mills City Limits, and

WHEREAS, the property is not presently part of any incorporated city; and

NOW, THEREFORE THE CITY COUNCIL OF THE CITY OF NEW YORK MILLS, MINNESOTA HEREBY
ORDAINS:

Section I. The City Council hereby determines that the property as hereinafter described abuts the city limits.

Section II. None of the property is now included within the limits of any city, or in any area that has already been designated for orderly annexation pursuant to Minnesota Statute 414.0325.

Section III. That the Corporate Limits of the City of New York Mills are hereby extended to include the following described land and the same is hereby annexed and included within the City:

Southwest Quarter of the Northwest Quarter and the Northwest Quarter of the Southwest Quarter,
Section 17, Twp 135, Range 37 Otter Tail County, Minnesota

Section IV. In conjunction with Minnesota Statute 414.036, with respect to the property taxes payable on the area legally described above hereby annexed to the City of New York Mills, the City of New York Mills shall make cash payments to Newton Township in accordance with the following schedule:

(a) In the first year following the year the City of New York Mills could first levy on the annexed area, an amount equal to $150.00.
(b) In the second year, a final payment in the amount equal to $150.00

Section V. There are no special assessments assigned by Newton Township to the property, nor is there any debt incurred by Newton Township attributed to the property.

Section VI. The City Clerk is directed to promptly file a copy of this ordinance with the Office of Administrative Hearings (Chief Administrative Law Judge), the Newton Township clerk, the Otter Tail County Auditor’s Office and the Minnesota Secretary of State.

Section VII. That this Ordinance shall be in full force and effect and final upon the date this Ordinance is approved by the Chief Administrative Law Judge.

The City of New York Mills is an equal opportunity provider and employer.
Final Minutes
November 15, 2018

Passed and adopted by the City Council of the City of New York Mills this 9th day of October, 2018.

Julie Gerber, Mayor

Attest:

Julie A. Roberts, City Clerk

Published this 16th day of October, 2018 in the New York Mills Dispatch

A motion was made by Hoaby and seconded by Hetland to approve the Ordinance No. 130 as presented. The motion carried without a dissenting vote.

New Business:

Resolution Acknowledging Cash Donation from New York Mills Lions Club --Resolution 10-09-2018 was presented:

CITY OF NEW YORK MILLS,
MINNESOTA

RESOLUTION NO. 10-09-2018

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

WHEREAS, the City of New York Mills has received a cash donation of $1,000 for the NYM 2025 Project.

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 $1,000 from the New York Mills Lions Club for the NYM 2025 project.

Adopted this 9th day of October, 2018, by the City Council of the City of New York Mills.

Julie L. Gerber, Mayor

Julie Roberts, City Clerk

A motion was made by Maki and seconded by Hetland to approve Resolution No. 10-09-2018. The motion carried without a dissenting vote.

The City of New York Mills is an equal opportunity provider and employer.
Otter Tail County Winter Maintenance Resolution – Resolution No. 10-09-2018a was presented.

CITY OF NEW YORK MILLS,
MINNESOTA

RESOLUTION NO. 10-09-2018a

RESOLUTION ACKNOWLEDGING CITY & TOWNSHIP WINTER MAINTENANCE AGREEMENT

BE IT RESOLVED, that the following request is approved by the City or Township and Otter Tail County is hereby authorized to provide the materials and or services as requested below.

BE IT RESOLVED, that the work will be included in our regular maintenance or after our regular maintenance work is completed.

CITY/TOWNSHIP_________________________City of New York Mills__________

TYPE OF REQUEST____________________SALT/SAND MATERIALS____

APPROX. QUANT.____________________25 TON____________________

APPROX. COST______________________$33.00 Per Cubic Yard or $23.50 Per Ton

BE IT FURTHER RESOLVED, that the City or Township will be responsible for all cost of materials and services provided.

Adopted this 9th day of October, 2018, by the City Council of the City of New York Mills.

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Julie Gerber, Mayor

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Julie Roberts, City Clerk

A motion was made by Hetland and seconded by Hoaby to approve Resolution No.10-09-2018a as revised. The motion carried without a dissenting vote.

Future Meeting Dates – Regular meetings are scheduled for Tuesday November 13, 2018, at 4:30 p.m., and Tuesday, December 11, 2018, at 4:30 p.m.

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

A motion was made by Hetland and seconded by Hoaby to approve the payment of bills as presented along with the gas bills when received, Apex Engineering, Crystal Truck Equipment, Fastenal, Hawkins, L&M Fleet Supply, and Department of Solid Waste. The motion carried without a dissenting vote.

Financial Reports – There was no discussion.

The City of New York Mills is an equal opportunity provider and employer.
A motion was made by Hoaby and seconded by Maki to approve the financial reports. The motion carried without a dissenting vote.

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

The meeting was adjourned at 5:05 p.m.

Respectfully submitted by,

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Julie A. Roberts
City Clerk