NEW YORK MILLS CITY COUNCIL  
October 10, 2017  
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  Gerber, Roder, Hoaby and Hetland

Members Absent  Maki

Staff Present  City Clerk Julie Roberts, Administrative Assistant Cheri Kopveiler, Police Chief James Gritz, Liquor Store Manager Joan Koep, and City Treasurer Al Berube,


Call to Order  The meeting was called to order at 4:31 p.m. A quorum was present.

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

There were no changes proposed for the Final Agenda.

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

Approval of Minutes - A motion was made by Roder to approve minutes from the September 12, 2017, Regular Meeting. 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 Hoaby and seconded by Roder 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 which she referred to as she addressed the Council. Koep received feedback from the public regarding service issues when visiting the on sale liquor store. She has since been working with her staff to improve the service provided to liquor store patrons. The installation of the new security system has been completed. The new E-tab games installed by the Lions have sparked interested and have generated some business. Koep is currently working on a Halloween Party for the on sale for October 27, 2017.

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 – Chief Brasel’s report was in the packet. There were 18 fire calls in the month of September. The fire department conducted two live house burns. The department looked at a demo rescue truck and
has been doing research on a new truck. The department decided to purchase their SCBA packs from Fire Safety USA. He and Clerk Roberts have been working on the grant application for the Emergency Siren.

A motion was made by Hetland and seconded by Roder to approve the Fire Department report. The motion carried without a dissenting vote.

Police Report – Chief Gritz’ report was included in the packet. Officer Rud has set up a night/inclement weather shoot for the end of October. Officer Seawert will be attending DMT training in St. Paul. He will be switching tires on squad vehicles to the winter tires and the breaks were replaced on the Charger squad car.

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

EDA Report – Julie Gerber addressed the Council concerning the EDA meeting held on September 21, 2017. All loans are current. The revolving loan fund balance was at $162,386.61, with $137,014.10.75 of EDA funds and $25,372.51 of MIF funds. The plan to use the County building for daycare is still moving forward. The timeline for occupancy in the building would be June/July 2017. The HRA is looking at some tax forfeiture homes in New York Mills for rehab projects. WCEDA held a meeting to update us on the work being done through their organization and asked for input on ideas to help improve the partnership.

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

Public Works Report – Kyle Mattson’s report was included in the packet. The report outlined operations of the public works department for September. Valley Irrigation started work on our Irrigator #1 pivot concrete slab issue. Well #4 has been rebuilt, carrier pipe, pump, check valve, and motor are all new. His department has been providing assistance on both street projects.

A motion was made by Roder and seconded by Hoaby to approve the Public Works report. The motion carried without a dissenting vote.

Administration Report – Roberts’ report was in the packet. She noted there were two step raises coming up that would need approval subject to having performance reviews completed. Clerk Roberts has been working with Fire Chief Brasel on the Emergency Siren grant and the paperwork will be sent in the week of October 9, 2017. Clerk Roberts reported on her search for a City credit card option. She requested approval from the Council to proceed with a VISA Community Credit Card. This card is for municipalities and non-profit organizations. Only department heads would receive cards. The City could get travel cards through Farmers & Merchants State Bank to accommodate employees needing to travel for training. The travel cards would not be related to the VISA Community Credit Card. Clerk Roberts also attended the League of MN Cities regional meeting October 5, 2017, and the Region One Clerk meeting on September 22, 2017.

A motion was made by Hoaby and seconded by Roder to approve the Administration report as presented, approve the step raises subject to performance reviews and to proceed with sending in the application for the VISA Community Credit Card application. The motion carried without a dissenting vote.

Open Forum – 5:00 p.m.

At 5:03 p.m., Mayor Gerber asked whether anyone present wished to address the Council. No one responded, so the Public Forum was concluded.

Public Requests –

The City of New York Mills is an equal opportunity provider and employer.
Perham EMS – Heart Safe Community Award –  
Maggie Fresonke, Barb Felt and Mark Ebeling from the Perham EMS presented an award to the City of New York Mills designating it a Heart Safe Community. The award recognizes cities that go above and beyond on safety training in the community and providing AED units in the community. The Perham EMS has trained over 200 individuals from New York Mills on various emergency training topics. This designation will help our community and fire department when applying for funding grants. A picture of the City Council was taken.

Closed Session – Members of the public were asked to step outside of the council chambers so that the Council could discuss the Proposed Union Contract for the police officers.

Open meeting continued.

Old Business:

Action on Proposed Union Contract – Resolution No. 10-10-2017c was presented:

CITY OF NEW YORK MILLS,  
MINNESOTA  

RESOLUTION NO. 10-10-2017c  
RESOLUTION FOR ACTION ON PROPOSED LABOR AGREEMENT  

WHEREAS, in May of 2014 the eligible police officers within the Police Department of the City of New York Mills voted to form the union known as the Minnesota Teamsters Public and Law Enforcement Employees’ Union, Local No. 320.

WHEREAS, the City Council delegated labor negotiations to be conducted by Mayor Gerber, Council Member Hoaby, and City Clerk Roberts on their behalf.

WHEREAS, such labor negotiations have occurred periodically beginning in January 2017 and continuing through a mediation session overseen by the State Bureau of Mediation Services on September 20, 2017, at which a tentative contract settlement was reached.

WHEREAS, in a closed session held on October 10, 2017, the negotiation team presented the proposed Labor Agreement to the City Council for their consideration and discussion.

WHEREAS, during the open session following the closed session at the October 10, 2017, regular City Council Meeting, the council is asked to approve or otherwise act on the proposed Labor Agreement, to be effective January 1, 2017 through December 31, 2019.

WHEREAS, the negotiating team recommends that the City Council approve the proposed Labor Agreement.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF NEW YORK MILLS, MINNESOTA THAT it hereby approves the execution and implementation of the proposed Labor Agreement between the City of New York Mills and Minnesota Teamsters Public and Law Enforcement Employees’ Union, Local No. 320 (Representing: Police Officers) Effective January 1, 2017 Through December 31, 2019.

Adopted this 10th day of October 2017, by the City Council of the City of New York Mills.

The City of New York Mills is an equal opportunity provider and employer.
A motion was made by Roder and seconded by Hetland to approve Proposed Union Contract – Resolution No. 10-10-2017c. The motion carried without a dissenting vote.

APEX Engineering – Michael Weber – Update on Miller Street and CSAH 84 projects – Michael Weber with APEX Engineering Group gave the Council an update on the Miller Street and CSAH 84 street projects. He addressed a change order request from the contractor on Miller Street, Hough, Inc. An extension of one week has been requested for substantial completion of the Miller Street Project. A copy of the request was included in the packet.

A motion was made by Roder and seconded by Hetland to approve the one week extension request to Hough, Inc. on the Miller Street project. The motion carried without a dissenting vote.

New Business:

All Wayz Constraction – Ron Heinonen –
Ron Heinonen provided information in the packet about a home he wants to put on a vacant tax forfeiture lot that is in the city of New York Mills located on West Van Aernam Street. He plans to purchase the lot from the State and is requesting the city not re-certify the special assessments that were cancelled when the property was forfeited to the State. Discussion ensued.

A motion was made by Roder and seconded by Hetland to agree to not re-certify assessments to the tax forfeiture lot on West Van Aernam Street, Parcel 73000880008000, Sublot C, if purchased by Ron Heinonen to rehabilitate the lot into affordable housing. The motion carried without a dissenting vote.

Athletic Association cash donation to City of New York Mills – Resolution No. 10-10-2017 was presented:

CITY OF NEW YORK MILLS,
MINNESOTA

RESOLUTION NO. 10-10-2017

RESOLUTION ACKNOWLEDGING CASH DONATION TO CITY OF NEW YORK MILLS FROM MILLS ATHLETIC ASSOCIATION

WHEREAS, in September of 2017 the City of New York Mills received a donation from Mills Athletic Association for the City of New York Mills for its Lund Park Renovations project the amount of $2,500.

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 $2,500 from Mills Athletic Association for the City of New York Mills for its Lund Park Renovations project the amount of $2,500.

Adopted this 10th day of October 2017 by the City Council of the City of New York Mills.

Julie Gerber, Mayor

The City of New York Mills is an equal opportunity provider and employer.
A motion was made by Hetland and seconded by Hoaby to approve Resolution No.10-10-2017 as presented. The motion carried without a dissenting vote.

New York Mills Lions cash donation to City of New York Mills – Resolution No. 10-10-2017a was presented:

CITY OF NEW YORK MILLS, MINNESOTA

RESOLUTION NO. 10-10-2017a

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

WHEREAS, in October of 2017 the City of New York Mills received a donation from New York Mills Lions Club for the City of New York Mills for Smith Park Bleacher project in the amount of $1,500.

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 $1,500 from New York Mills Lions Club for the City of New York Mills for its Smith Park Bleacher project the amount of $1,500.

Adopted this 10th day of October 2017 by the City Council of the City of New York Mills.

Julie Gerber, Mayor
Julie Roberts, City Clerk

A motion was made by Roder and seconded by Hetland to approve Resolution No. 10-10-2017a as presented. The motion carried without a dissenting vote.

Request to Otter Tail County to Request a Speed Study – Resolution No. 10-10-2017b was presented:

CITY OF NEW YORK MILLS, MINNESOTA

RESOLUTION NO. 10-10-2017b

A RESOLUTION REQUESTING OTTER TAIL COUNTY TO REQUEST THE MINNESOTA DEPARTMENT OF TRANSPORTATION (MNDOT) TO COMPLETE A SPEED STUDY ON CSAH 56 BETWEEN CSAH 67 AND A POINT 0.5 MILES EAST

The City of New York Mills is an equal opportunity provider and employer.
WHEREAS, CSAH 56 is located along the northern cooperate limits of the City of New York Mills and is under the jurisdiction of Otter Tail County; and

WHEREAS, the existing speed limit of 55 MPH extends though this area to the intersection of CSAH 67; and

WHEREAS, There has been additional development within the cooperate limits adjacent to this roadway over the course of the last 15 years, creating additional accesses, traffic, and other factors that may warrant a reduction of the speed limit on the western +/- 0.5 miles of CSAH 56.

NOW, THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF NEW YORK MILLS, that it should and hereby does request that Otter Tail County make a formal request to MnDOT to conduct a speed study on CSAH 56, from CSSAH 67 to 0.5 miles east, for purposes of determining the proper and appropriate speed limit within the described corridor.

Adopted by the City Council this 10th day of October, 2017

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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. 10-10-2017b as presented. The motion carried without a dissenting vote.

New York Mills Athletic Concessions cash donation to City of New York Mills – Resolution No. 10-10-2017d was presented:

CITY OF NEW YORK MILLS, MINNESOTA

RESOLUTION NO. 10-10-2017d

RESOLUTION ACKNOWLEDGING CASH DONATION TO CITY OF NEW YORK MILLS FROM MILLS ATHLETICS CONCESSIONS

WHEREAS, in October of 2017 the City of New York Mills received a donation from Mills Athletic Concessions for the City of New York Mills for its Lund Park Scoreboard in the amount of $1,000.

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 Mills Athletics Concessions for the City of New York Mills for its Lund Park Scoreboard in the amount of $1,000.

Adopted this 10th day of October 2017 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
Final Minutes
Oct 20, 2017

A motion was made by Hoaby and seconded by Roder to approve Resolution No. 10-10-2017d as presented. The motion carried without a dissenting vote.

Future Meeting Dates – Regular meetings are scheduled for Tuesday, November 14, 2017, at 4:30 p.m., and Tuesday December 12, 2017 at 4:30 p.m.

Payment of Claims – Mayor Gerber noted the bills are as presented in the packet. One additional bill for Municipal Gas was presented.

A motion was made by Roder and seconded by Hoaby to approve the payment of bills as presented including the additional bill from Municipal Gas. The motion carried without a dissenting vote.

Financial Reports – There was no discussion.

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

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

The meeting was adjourned at 5:57 p.m.

Respectfully submitted by,

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Julie A. Roberts
City Clerk