

**NEW YORK MILLS CITY COUNCIL  
REGULAR MEETING  
June 09, 2015  
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 4:32 p.m. in the Council Chambers of the City Hall Building at 28 Centennial 84 Dr., 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, Roder, Hoaby, and Oakland

**Members Absent** None

**Staff Present** Deputy Clerk Jenny Geiser, Administrative Assistant Cheri Kopveiler, Police Chief James Gritz, Liquor Store Manager Joan Koep, Public Works Director Kyle Mattson

**Guests Present** NYM Dispatch Reporter Connie Vandermay, City Attorney Dennis Happel, Jim Ferguson, Jade Berube of Apex, Tyler Boyne

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

**Approval of Minutes** A motion to approve the Minutes from the May 12, 2015 regular meeting and May 26, 2015 emergency meeting was made by Oakland and seconded by Maki. The motion carried without a dissenting vote.

**Updates/Consent Agenda** – Mayor Gerber noted the updates and consent agenda items:

- a. May 14, 2015 Letter re: League of MN Cities dues increase - Handout
- b. May 14, 2015 Letter re: MN Dept. of Health – drinking water revolving loan fund loan, project No. 1560017-6 – Handout
- c. May 19, 2015 Letter re: Otter Tail County road closure Aug. 21, 2015 – Handout
- d. June 1, 2015 Otter Tail County Transportation Plan Meetings
- e. June 2, 2015, Minnesota Pollution Control Agency – plan & specs. Approval - Handout

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

**Department Reports**

**Liquor Store Report** – Liquor Store Manager Koep addressed the Council. Koep addressed the liquor store budget numbers. Expenditures are down, but manpower is up. Part time bartender Luke Roberts resigned. Koep asked for approval of new hire Jerome Meyer.

**A motion was made by Hoaby and seconded by Oakland to approve the new hire and approve the Liquor Store report. The motion carried without a dissenting vote.**

**Fire Department Report** – Chief Brasel’s report was included in the packet. The fire department received donations from Lillian Salo and Patricia Seavert and the fire relief association.

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

**A motion was made by Roder and seconded by Oakland to approve Resolution No. 06-09-2015. The motion carried without a dissenting vote.**

**A motion was made by Maki and seconded by Oakland to approve Resolution 06-09-2015a. The motion carried without a dissenting vote.**

**Police Report** – James Gritz addressed the Council. Part time officer Bruce Wangsness gave a written notice that he intends to retire August 4, 2015. Gritz would like to have a public recognition event for Wangsness at the Corn Feed August 21<sup>st</sup>. Landyn Saewert and Chad Peka will be part time police officers when all their paperwork is finished. Officer Rud completed firearms instructor training and will be the police department firearms instructor. The police department will assist with the Ronald McDonald House ride. The new body camera arrived and was put into service. We are still waiting for new computers from the state. There have been some issues in Deer Creek with people living in campers. Noah Pesola is doing an internship with the New York Mills Police Department this summer. He is obtaining a degree in criminal justice. Gritz expressed his support to put security cameras in the city hall building.

**A motion was made by Roder and seconded by Oakland to approve the Police Report. The motion carried without any dissent.**

#### **Public Forum**

At 5:00 p.m., Mayor Gerber asked whether anyone present wished to address the council.

No one present wished to speak at public forum.

**Utilities Report** – Mattson addressed the Council. The water treatment plant flooded because of equipment malfunction. Insurance will cover a new motor and pump. The two existing pumps will be sent in and checked out. The pumps are fifteen years old, so we will put new pumps on those motors. Pool start up is done. Miller street is still a problem. It had to be pumped three times over the weekend. Mattson would like Miller street to be a priority in the street project. The City will fill in the Sharehouse parking lot because people were driving up on the parking lot causing potholes. They have started testing secondary ponds today, but don’t have results yet. Mattson recommends approving Performance Paving and Seal Coating from Deer Creek for street patching and crack filling work. Mattson expressed his support to put security cameras in the city hall building.

**A motion was made by Hoaby and seconded by Oakland to approve the Public Works report and the bid from Performance Paving and Seal coating. The motion carried without a dissenting vote.**

**Administration Report** – Geiser addressed the council. Standard and Poors gave the City an A rating, which is the same rating the City had previously.

Pederson is requesting approval to put a security system in the city hall building. It would be expandable to other areas such as the pool, fire hall, etc. A bid for a security system including installation from A Better Wireless is \$1,400.

**A motion was made by Hoaby and seconded by Roder to approve the purchase of a security system for the city hall building and the Administration report as presented. The motion carried without a dissenting vote.**

**Pool Report-** VanDyke would like approval for three new hires at the pool. Kaitlyn Kane, Emma Perala and Carson Mann.

**A motion was made by Roder and seconded by Maki to approve the new hires at the pool. The motion carried without a dissenting vote.**

### **Old Business**

**Apex – Project Update** – Jade Berube addressed the council. Bids were opened May 20, 2015. There were five bidders and R.L. Larson was the low bidder. The cost on the preliminary engineering report was \$3,146,000 and the as bid was \$3,406,000 because of the addition of the Park street water main, lighting improvements and Miller Street drainage improvements. Everything has been submitted to PFA for water and sewer. We are waiting to hear what PFA will fund. The preliminary assessment figures came in slightly lower than projected. Typically we would have an answer from PFA by end of June, but it depends on the legislative session. The earliest the street project would start would be mid to late August.

**Natural gas extension policy review** – Gerber stated the council held a workshop and discussed some unique situations that some property owners have. Some owners outside the city limits have gas lines adjacent to their property. Mattson believes if the line is there we should use it, but also wants to see the City grow. Currently we don't allow City utility hookups if the property is not in the city limits. Gerber agrees with Mattson that we should use the gas lines, but also should be thinking about room to grow. Gerber would like to extend gas services to Boyne and Rankka because gas lines are adjacent to their property.

**A motion was made by Oakland and seconded by Hoaby to extend gas service to Tyler Boyne and Richard Rankka because gas lines are adjacent to their properties. The motion carried without a dissenting vote.**

**Update on Nicholson Matter** – Happel stated the judge has extended the trial date, but a new date is not set yet.

**Update/Status of Department Head Evaluations** – Council Member Hoaby reported that he has completed the evaluation forms and handed them in to the office to go into employee files.

### **New Business -**

**Annexation** – Gerber asked mayor Tim Meehl from Perham for information on how Perham handles annexation. Gerber was sent a fact sheet they use for annexation which is quite detailed. Happel stated Perham has a good outline. Roder asked Happel if they have done any planning on what they would like to see in the future, five, ten, fifteen years down the road. Happel said Perham has had comprehensive plans done in the past. Gerber will get the fact sheet to Geiser to send out to the council.

**Forfeited property notice from Otter Tail County** – There are two parcels within city limits that are tax forefeited. One lot is on Hayes St. and the other is on Van Aernam. Mattson is thinking about a future well site for the lot on Hayes Street and Mattson will discuss with Apex to see if it would even be feasible. Geiser will talk to Wayne Stein and get more details.

**Future Meeting Dates** –The regular meetings are scheduled for 4:30 p.m. on Tuesday, July 14, 2015 and 4:30 p.m. on Tuesday, August 11, 2015.

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

**A motion was made by Roder and seconded by Maki to approve the payment of bills. The motion carried without a dissenting vote.**

Approved Minutes

July 14, 2015

4

**Financial Reports** – There was no discussion or questions concerning the financial reports.

**A motion was made by Maki and seconded by Oakland to approve the financial reports. The motion carried without a dissenting vote.**

### **Adjournment**

**A motion was made by Maki and seconded by Oakland to adjourn. The motion carried without a dissenting vote.**

The meeting was adjourned at 5:28 p.m.

Respectfully submitted by,

---

Jenny Geiser  
Deputy Clerk