COUNCIL PROCEEDINGS

CITY OF WELLS, MINNESOTA

MINUTES

Regular Session of City Council
City of Wells

The Wells City Council convened in regular session on Monday, February 23, 2009 from 5:00 p.m. until 6:20 p.m. in the Wells City Building, Council Chambers. Mayor Shannon Savick called the meeting to order with the following council members and employees present: Councilmember Steve Burns, Councilmember Ashley Dylla, Councilmember Ron Gaines and Councilmember Mike Weber. Employees present: City Administrator Jeremy Germann, Street Supervisor Rick LaVallie, Fire Chief Mike Pyzick and City Attorney David Frundt. Mayor Savick led the group in the "Pledge of Allegiance."

CONSENT ITEMS:

The minutes of the regularly scheduled council meeting held on February 9, 2009 were reviewed with Councilmember Gaines making a motion to accept the minutes with corrections. The minutes should reflect:

> *Mayor Savick asked for a motion for Wells City Council to convene in a special session to discuss the next step in a sewer project located at 410 Ninth Avenue SW approved by council on October 8, 2008 to ensure a timely and proper completion. Councilmember Burns made a motion to conduct the meeting on February 17, 2009 starting at 4 p.m. in Council Chambers of City Hall. Councilmember Dylla seconded the motion. Roll call taken with Burns, Dylla, Gaines and Savick. Weber abstained.* ***Motion carried.***
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> *City Council reviewed the city's contract with Honeywell.*
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> *Mayor Savick asked for a motion to accept the City Administrator's recommendation to rescind its motion from a January 26, 2009 regularly schedule council meeting to purchase a certificate of deposit at Wells Federal Bank when a current certificate of deposit matured on February 6, 2009 at Paragon Bank.*

The motion was seconded by Councilmember Weber. Roll call taken with Burns, Dylla, Gaines, Savick and Weber voting yea. Motion carried.

The minutes of the special council meeting held on February 17, 2009 were reviewed with Councilmember Burns making a motion to accept the minutes with one correction. The minutes should state: Mayor Savick informed Councilmember Weber what he could and could not do and to answer questions. The word conflict was not stated. Councilmember Gaines seconded the motion. Roll call taken with Burns, Dylla, Gaines, Savick and Weber voting yea. Motion carried.

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The monthly bills were reviewed in the amount of $149,047.48 with Councilmember Burns making a motion to pay the bills. Councilmember Weber seconded the motion. Discussion held with council questioning a $285.00 bill which resulted from training with the League of Minnesota Cities; a $120.00 bill for street maintenance material involving the Wells Housing & Redevelopment Authority; a $65.96 bill from Culligan Water Cond., INC; a $500.00 bill from League of Minnesota Cities for an insurance deductible; a $25 bill to reimburse the Wells chief of police for cell phone usage in the month of February; a $450.03 bill from Schroeder Electric of Easton for theater operations; a $400 donation from the Wells Lions Club for Sub Santa; a $40.70 bill to reimburse Flame Theatre Manager Michael Milks for traveling expenses; a $25 bill to reimburse the street supervisor for cell phone usage in the month of February. Roll call taken with Burns, Dylla, Gaines, Savick and Weber voting yea. Motion carried.

COMMITEE ITEMS:

Mayor Savick asked for a motion to approve financial reports shown on pages 12 through 20, which included balances & receipts, liquor monthly comparison, building report, library automation, community center figures over-time & comp-time report. Councilmember Burns made the motion with Councilmember Gaines giving a second. Discussion held about Spotlight Dance. Roll call taken with Burns, Dylla, Gaines, Savick and Weber voting yea. Motion carried.

Mayor Savick asked for a motion to approve the minutes from meetings (annual and regular) held by the Housing & Redevelopment Authority on January 15, 2009. Councilmember Gaines made the motion with Councilmember Dylla giving a second. Roll call taken with Burns, Dylla, Gaines, Savick and Weber voting yea. Motion carried.

City Council reviewed a statement from the Housing & Redevelopment Authority which passed a motion to respectfully decline the council's request to financially support the hazardous house procedure for a property located at 501 First Ave SE, Wells, Minnesota. Council took no action.

Mayor Savick asked for a motion to approve the police department report for the month of January. Councilmember Burns made the motion with Councilmember Weber giving a second. Discussion held on recent oil changes for police department vehicles. Roll call taken with Burns, Dylla, Gaines, Savick and Weber voting yea. Motion carried.

City Council reviewed a report from the community development office for the month of February and an up-date on the Wells Co-Pack Foods certificate of deposit guarantee which was recently recalled. Discussion held on the Housing & Urban Development Revolving Loan Fund. Council took no action.

GENERAL BUSINESS:

Mayor Savick asked for a motion regarding frozen waterlines located at 400 Ninth Street owned by Bonnie Urbain. A motion was made by Councilmember Gaines to reimburse Urbain for $245.75 and $913.00 incurred from unfreezing her waterlines and to dig up the same waterlines to determine if they were buried in a correct manner. The motion was

seconded by Councilmember Burns. Roll call taken with Burns, Dylla, Gaines, Savick and Weber voting yea. **Motion carried.**

Mayor Savick asked for a motion by council regarding Jim Ratelle's request to forward his previous experience with the Wells Police Department for benefit purposes now that he has been hired as Chief of Police. Councilmember Burns made a motion to forward Ratelle's previous four-and-a-half years of experience with Councilmember Gaines giving a second. Roll call taken with Burns, Dylla, Gaines, Savick and Weber voting yea. **Motion carried.**

Mayor Savick asked for a motion to advertise tanker specifications as presented by the Wells Fired Department out for bid. Councilmember Burns made the motion with Councilmember Dylla giving a second. Roll call taken with Burns, Dylla, Gaines, Savick and Weber voting yea. **Motion carried.**

City Council reviewed information in the packet regarding the establishment of a pothole repair policy. Discussion was held. Council will discuss the topic further during the February 25, 2009 working session. Council took no action.

Mayor Savick asked for a motion regarding the grass-mowing contract. Councilmember Weber made a motion to exercise clause No. 17 in Schrader Enterprises contract, which states "if, at any time, either party wishes to cancel this contract, a 30-day written notice, must be provided to the other party by the canceling party," and to go ahead and have the city line up the equipment to take the grass-mowing back. Councilmember Gaines seconded the motion. Discussion held. Roll call taken with Gaines and Weber voting yea. Burns, Dylla and Savick voted nea. **Motion failed.**

Mayor Savick asked for a motion regarding the grass-mowing contract. Councilmember Burns made a motion to study the lawn-mowing issue financially on a capital improvement cost basis and a monthly cost basis. Councilmember Dylla seconded the motion. Roll call taken with Burns, Dylla and Savick voting yea. Gaines and Weber voted nea. **Motion carried.**

Councilmember Weber recused himself from council chambers while discussion was being held on landscaping property owned by the council member.

Mayor Savick asked council how they would like to proceed on landscaping property located at 410 Ninth Avenue SW, as part of a **Property Development and Construction Easement Agreement** already agreed upon. Councilmember Gaines made a motion to place the project out for bid as presented with the exception (on the description

of eliminating items No. 9, Purchase 175 yards of sod and installed to the south edge of driveway and sod staples, all of the sod to mineral sod in quality; No. 10, purchase and install 4,000 square yards of mineral sod 30 to 50 yard rolls; No. 14, purchase and install four new landscaping lights; No. 15, purchase and install two Granny Smith apple trees two inch in diameter; No. 16, remove and dispose of two large 2,000 lbs stumps from property; to reword No. 11 to state "water grass seed until it is able to survive on its own;" and to replace sections of the bid which call for sod to be replaced with grass seed. Councilmember Dylla seconded the motion. Roll call taken with Burns, Dylla, Gaines and Savick voting yea. Weber was not present. **Motion carried.**

Mayor Savick asked for a motion to also bid out the project as presented under the advice of legal council. Councilmember Burns made a motion to solicit bids as presented in the February 23, 2009 council packet. Councilmember Gaines seconded the motion. Roll call taken with Burns, Dylla, Gaines and Savick voting yea. Weber was not present. **Motion carried.**

Councilmember Weber returned to council chambers.

City Council reviewed information the city administrator prepared concerning the city's long-term debt schedule and an amortization schedule for each outstanding bond. Council took no action.

City Council reviewed an invitation from the Planning & Zoning Committee, who is hosting a Joint Board Meeting on March 5, 2009 starting at 5:30 p.m. Council took no action.

City Council reviewed information the city administrator collected concerning job descriptions for all city employees. The administrator explained the job descriptions needed to be updated and formally approved before they could be effective. Council will discuss the topic further during the February 25, 2009 working session. Council took no action.

City Council reviewed proposals from Honeywell and Ron's Plumbing & Heating, INC. on possible strategies to update the heating and cooling systems at the Wells Public Library. Council will discuss the topic further during the February 25, 2009 working session. Council took no action.

City Council reviewed information the city administrator prepared concerning the possibility of amending ordinance No. **§ 31.45 (A)** of the **City of Wells, Minnesota: Code of Ordinances**, to bring the city into compliance with city code as requested by council. Administrator Germann stated he was working on the final wording with the city attorney. Council took no action.

Mayor Savick asked for a motion concerning the purchase of an advertisement in the 2009 Wells Visitors Guide. Councilmember Gaines made a motion not to purchase an advertisement in the upcoming publication, which was seconded by Councilmember Dylla. Roll call taken with Burns, Dylla, Gaines and Savick voting yea. Weber voted nea. **Motion carried.**

PUBLIC COMMENT:

- *Larry Linder* – Informed council of the history behind the heating & cooling system located at the Wells Public Library.
- *Francis Wilder*- Talked to council about potholes.
- *Milt Peterson* – Discussed the sewer connection and resulting costs from 410 Ninth Avenue SW.
- *Darrin Magnusson* – Asked why Swehla Excavating deviated from original plans when connecting 410 Ninth Avenue SW to the city's sewer service.

EMPLOYEES:

Administrator:	Asked council to release funds for pay estimate No. 5 for the Sixth and Ninth Street Project.

ANNOUCEMENTS:

Mayor Savick:	Asked council for a motion to end Administrator Germann's six-month probation one month yearly. Discussion held. Administrator Germann thanked council but requested to be left on probation as outlined by the personnel policy.
Councilmember Burns:	Informed council he recently attended a League of Minnesota Cities conference and would discuss some of the topics at the February 25, 2009 working session.
Councilmember Dylla:	Asked if it was known what type of debris Swehla Excavating ran into when connecting 410 Ninth Avenue SW to the city's sewer service
Councilmember Gaines:	Nothing
Councilmember Weber:	Asked if S & H had completed the repairs on the street department's front loader, asked if Bill Sayers had returned from vacation, and asked city attorney David Frundt what types of liability the city may encounter from ending an employee's probationary period early.

The next regularly scheduled council meeting was set for March 9, 2009 at 5:00 p.m. in the Wells City Building, Council Chambers.

Mayor Shannon Savick

Administrator Jeremy R. Germann