



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, January 10, 2011 from 5:00 p.m. until 6:15 p.m. in the Wells Community Center, Council Chambers. Mayor Ron Gaines called the meeting to order with the following council members and employees present: Councilmember Steve Burns, Councilmember Jim Durfee, Councilmember Ann Marie Schuster and Councilmember Ashley Seedorf. Employees present: Police Chief Jim Ratelle, Deputy Clerk Deb Redman and City Administrator Jeremy Germann. Mayor Gaines led the group in the "Pledge of Allegiance."

Newly elected officials Jim Durfee, city councilmember (2011-2014); Ron Gaines, mayor (2011-2012); Ann Marie Schuster, city councilmember (2011-2014) took their oath of office.

AGENDA:

The agenda for the January 10, 2011 council meeting was reviewed with Councilmember Burns making a motion to approve the agenda as presented. Councilmember Schuster seconded the motion. Roll call taken with Burns, Durfee, Schuster and Seedorf voting yea. Motion carried.

CONSENT ITEMS:

The minutes of the regularly scheduled council meeting held on December 13, 2010 were reviewed with Councilmember Schuster making a motion to accept the minutes as presented. Councilmember Seedorf seconded the motion. Roll call taken with Burns, Durfee, Schuster and Seedorf voting yea. Motion carried.

Mayor Gaines asked for a motion to approve 2011 designations and committee appointments as presented in the January 10, 2011 council packet. Councilmember Burns made the motion with a second from Councilmember Durfee. Discussion held. Roll call taken with Burns, Durfee, Schuster and Seedorf voting yea. Motion carried.

Mayor Gaines asked for a motion to approve the proposed schedule for 2011 regularly city council meetings as presented in the January 10, 2011 council packet. Councilmember Seedorf made the motion with a second from Councilmember Durfee. Discussion held on holding additional meetings if required. Roll call taken with Burns, Durfee, Schuster and Seedorf voting yea. Motion carried.

Mayor Gaines asked for a motion to adopt updated Rules of Public Comment as presented in the January 10, 2011 council packet. Councilmember Burns made the

motion with a second from Councilmember Schuster. Discussion held. Roll call taken with Burns, Durfee, Schuster and Seedorf voting yea. Motion carried.

The bill list was reviewed in the amount of \$149,254.09 for the remaining expenditures in 2010 and \$81,793.76 for expenditures in 2011, with Councilmember Seedorf making a motion to approve as presented. Councilmember Durfee seconded the motion. Discussion held on a bill for \$697.30 from Frundt & Johnson, LTD. Roll call taken with Burns, Durfee, Schuster and Seedorf voting yea. Motion carried.

Mayor Gaines asked for a motion concerning a request from the Fire Department to advertize for membership to replace volunteer fire fighter Chuck Schulenburg who retired after 20 years of service. Councilmember Burns made a motion to authorize the request. Councilmember Durfee seconded the motion. Roll call taken with Burns, Durfee, Schuster and Seedorf voting yea. Motion carried.

Mayor Gaines asked for a motion to accept the minutes submitted by the Fire Department for meetings held on November 11, 2010; November 23, 2010; December 14, 2010; and December 28, 2010 as presented. Councilmember Seedorf made the motion with a second from Councilmember Schuster. Roll call taken with Burns, Durfee, Schuster and Seedorf voting yea. Motion carried.

Mayor Gaines asked for a motion to accept the minutes submitted by the Library Board for a meeting held on December 8, 2010 as presented. Councilmember Durfee made the motion with a second from Councilmember Burns. Roll call taken with Burns, Durfee, Schuster and Seedorf voting yea. Motion carried.

PUBLIC COMMENT:

Milt Peterson asked council to research public expenses associated with the Wells Municipal Airport and how those expenses relate to businesses that rent hangars. He requested to be listed on the next council agenda to discuss the topic further.

GENERAL BUSINESS:

Mayor Gaines gave the first of three readings for a proposed ordinance to declare a moratorium for the construction, placement, and/or relocation of any mobile, manufactured, modular or relocated pre-existing home within the R-1 and R-2 residential districts of the City of Wells. Discussion held.

Mayor Gaines asked for a motion to adopt RESOLUTION 2011-01: A RESOLUTION UPDATING THE CITY OF WELLS, MINNESOTA RECORDS RETENTION SCHEDULE. Councilmember Seedorf made the motion with a second from Councilmember Burns. Discussion held. Roll call taken with Burns, Durfee, Seedorf and Schuster voting yea. Motion carried.

Mayor Gaines asked for a motion concerning a request to revise the CITY OF WELLS, MINNESOTA, PERSONNEL POLICY FOR NON UNION CITY EMPLOYEES (Updated 10/2007) to include paying part-time drivers employed by the Street Department at a rate of one and one half their regular rate of pay for holidays worked. Councilmember Schuster made a motion to authorize the request with a second from

Councilmember Durfee. Discussion held on hours worked during Christmas 2010. Councilmember Schuster amended her motion to be retroactive to December 23, 2010. Councilmember Durfee amended his second. Roll call taken with Burns, Durfee, Schuster and Seedorf voting yea. Motion carried.

Mayor Gaines asked for a motion concerning a request to make a one-time change in payroll policy to authorize full-time bartender Hal Lamphier to roll over 80 hours of vacation from 2010 to 2011. Councilmember Burns made a motion to authorize the adjustment with a second from Councilmember Schuster. Discussion held. Roll call taken with Burns, Durfee, Schuster and Seedorf voting yea. Motion carried.

Mayor Gaines asked for a motion concerning a request to make a one-time change in payroll policy to transfer four hours of unused holiday time for all full-time city personnel from Christmas Eve 2010 to be used on Christmas Eve 2011. Councilmember Durfee made a motion to authorize the adjustment with a second from Councilmember Burns. Discussion held. Roll call taken with Burns, Durfee, Schuster and Seedorf voting yea. Motion carried.

Mayor Gaines asked for a motion to approve a request from the Municipal Liquor Store to replaced doors at an estimated cost of \$2,428.20 from Home of Your Own, INC. Councilmember Durfee made the motion with a second from Councilmember Burns. Discussion held. Roll call taken with Burns, Durfee, Schuster and Seedorf. Motion carried.

Mayor Gaines asked for a motion to approve a request from the Street Department to hire Crysteel Truck Equipment, of Lake Crystal, Minnesota at a cost of \$1,410.26 to outfit a new city truck with the necessary equipment to attach a snow plow. Councilmember Burns made the motion with a second from Councilmember Seedorf. Discussion held. Roll call taken with Burns, Durfee, Schuster and Seedorf voting yea. Motion carried.

Mayor Gaines asked for a motion to approve a request from the Police Department to purchase a new laptop from SHI at a cost of \$4,181.00. Councilmember Burns made the motion with a second from Councilmember Durfee. Discussion held. Roll call taken with Burns, Durfee, Schuster and Seedorf voting yea. Motion carried.

City council reviewed a 2010 recap from the Deputy Registrar.

City council reviewed a letter from Community Development Director Chris Elvebak encouraging the Economic Development Authority, Housing & Redevelopment Authority and Planning & Zoning Commission to hold one joint annual meeting with city council to help improve communications and cooperation.

City council reviewed a letter from the Minnesota Municipal Beverage Association (MMBA) dated December 13, 2010 which discussed recommendations to improve profits at the Municipal Liquor Store.

EMPLOYEES:

Administrator Germann: Discussed a citizen's request to improve traffic control at the intersection of Thurman Street and Casey Drive.

ANNOUNCEMENTS:

Mayor Gaines: Thanked city council for their support
Councilmember Burns: Congratulated newly elected officials
Councilmember Durfee: Recommended city council review a Minnesota Lake newsletter in the next council packet to see if the City of Wells could do something similar.
Councilmember Schuster: Asked how the city website is being updated and requested to review the contract for the city website at the next city council meeting.
Councilmember Seedorf: Nothing

The next regularly scheduled council meeting was set for January 24, 2011 at 5:00 p.m. in the Wells Community Center. Councilmember Seedorf made a motion to adjourn with a second from Councilmember Burns. Meeting adjourned.

Mayor Ron Gaines

Administrator Jeremy R. Germann