



**City Council Meeting Minutes  
Monday, September 8, 2014, 5:00 pm  
Wells Community Center**

The Wells City Council convened on Monday, September 8, 2014 at 5:00 pm in the Wells Community Center Council Chamber.

Mayor Ron Gaines called the meeting to order with the following councilmembers present: John Herman, Gary Robbins, Ann Marie Schuster and Ashley Seedorf. Councilmembers absent: None. Also present: City Administrator Robin Leslie, City Engineer Travis Winter, City Attorney David Frundt, Deputy City Clerk Megan Boeck, Street Foreman/Fire Chief Mike Pyzick and Chief of Police Jim Ratelle. Mayor Gaines led the group in the "Pledge of Allegiance."

**AGENDA**

The agenda for the September 8, 2014 meeting was reviewed. Motion by Seedorf and second by Robbins to approve the agenda as presented. Motion carried.

**MINUTES**

The minutes of the meeting held on August 25, 2014 were reviewed. Motion by Herman and second by Robbins to approve as presented. Motion carried.

**Public Hearing**

478 1<sup>st</sup> Ave SW (Felipe Gutierrez)  
501 1<sup>st</sup> Ave SW (Eleanore Yokiel & Leonard Murphy)

Mayor Gaines opened the public hearings for both properties. There was no public comment for either property. Mayor Gaines closed the public hearings.

**PUBLIC COMMENT**

None

**CONSENT ITEMS**

**Payments**

Motion by Robbins and second by Herman to approve payments in the amount of \$199,713.23. Motion carried.

**Staff Reports**

**Police Chief**

Chief Ratelle stated he has been able to fill Officer Seipp's shifts and is working on setting up the investigation. He also stated he has also been working on his department budget and monitoring the flow of traffic at the new school.

**Street Foreman**

Street Foreman Pyzick stated they have started tree trimming and have completed all of the blacktopping improvements for the season.

Councilmember Herman stated he wanted to compliment the street department on their hard work patching this summer.

**City Attorney**

None

### **City Engineer**

City Engineer Winter stated Safe Routes to School has been granted federal approval and the surveying and design will begin as soon as possible. Winter also stated he expects the turn lanes on Highway 22 to be completed this week. Winter noted funds will be held back for late completion.

### **City Administrator**

Ms. Leslie stated she notified the State Auditor about the closing of the on-sale portion of the liquor store and that she is currently she working on budgets, employee reviews and union contracts. She also noted there will be a fall newsletter coming out and the General Election will be held on November 4, 2014.

### **Board/Committee Reports**

Motion by Schuster and second by Herman to accept as presented the EDA January-June 2014 minutes, the HRA January-June 2014 minutes and the P&Z minutes from January-April 2014. Motion carried.

### **NEW BUSINESS**

#### **Pay Estimate No. 2- 2014 Street Projects**

Motion by Herman and second by Robbins to approve Pay Estimate No. 2 in the amount of \$330,759.83 for 2014 Street Improvements. Motion carried.

#### **Sewer Rate Analysis**

Ms. Leslie stated she received estimates from Abdo, Eick & Meyer, Northland Securities and Bolton & Menk, however; they were not comparable. Bolton & Menk's estimate includes storm sewer and the other two do not. Motion by Herman and second by Schuster to authorize City Administrator Leslie to obtain comparable estimates from Abdo, Eick & Meyer and Northland Securities and approve at her discretion. Motion carried.

#### **New Street Designations for 6<sup>th</sup> Ave SW & 11<sup>th</sup> Street SW**

Ms. Leslie stated the current 30 mph signs should be reduced to 15 mph with "school zone" signs posted. She also recommended there be no on-street parking due to the narrowness of the new streets. Street Foreman Pyzick stated during winter months it would be impossible to get a plow down those roads with cars parked on either side. Motion by Robbins and second by Herman to approve 15 mph speed, school zone and no on-street parking for the new sections of 6<sup>th</sup> Ave SW and 11<sup>th</sup> Street SW. Motion carried.

#### **Fire Department Appointments**

Fire Chief Pyzick stated he would like to amend the Fire Department bylaws allow for the hiring of up to a 30 person crew. Currently, they state no more than 25. Chief Pyzick is also seeking authorization to authorize training for Jerad Billings and John Bathke. Pyzick stated both candidates have been interviewed and approved by the department, and they have passed the physical fitness test. City Attorney David Frundt stated it is common for cities to allow for more crewmembers since many live or work out of town. Motion by Schuster and second by Herman to authorize the bylaw change and to approve Jerad Billings and John Bathke for training. Motion carried.

#### **2014 Tax Forfeiture Properties**

Ms. Leslie discussed the 2014 Tax Forfeiture Properties list in the council packet. She stated the City has 60 days to notify the County Auditor of interest in any of the listed properties. Motion by Seedorf and second by Herman to request that three properties (Frank Bros Elevator, 218 3<sup>rd</sup> Ave SE & 500 1<sup>st</sup> Ave SW) be held for the City of Wells for six months to allow the HRA and EDA to decide if they have any interest. Motion carried.

**Resolution 2014-11 Accepting Donation from United Fund for Skate Park Resurfacing**

Motion by Schuster and second by Robbins to approve Resolution 2014-11 Acknowledging a Donation from the United Fund in the amount of \$1,400.00 and thanking the United Fund for the donation. Motion carried.

**Reappointment of Debbie Kozolek, Library Staff (Temporary Fill-in Only)**

Motion by Seedorf and second by Herman to reappoint Debbie Kozolek as a temporary fill-in Library Aide with a pay rate of \$9 per hour. Motion carried.

**Order to Abate Hazardous Building- 478 1<sup>st</sup> Ave SW (Felipe Gutierrez)**

City Attorney Frundt stated if the repairs as listed in the order to abate aren't made, the City will seek a court order to be allowed to demolish at the owner's cost. Motion by Schuster and second by Robbins to approve the order to abate the hazardous building located at 478 1<sup>st</sup> Ave SW. Motion carried.

**Order to Abate Nuisance Conditions- 501 1<sup>st</sup> Ave SE**

City Attorney Frundt stated that if the necessary repairs are not made within the 15 days, the City can then seek enforcement from the Court. Motion by Seedorf and second by Robbins to approve order to abate nuisance conditions located at 501 1<sup>st</sup> Ave SE. Motion carried.

**OLD BUSINESS**

**Curbside Recycling**

No action taken. Ms. Leslie stated Faribault County will be presenting a proposal at the next meeting and in the mean time she will be conducting a short survey to get a better understanding of what recycling option commercial users would most utilize.

**Ordinance Amending Sections 151.003 and 152.038 (Fencing & Landscaping) - 2<sup>nd</sup> Reading**

Motion by Robbins and second by Herman to approve Ordinance 2014-1 (268) Amending Sections 151.003 and 152.038 Design Standards for Fences & Landscaping. Motion carried.

**City Administrator Contract**

Councilmember Schuster questioned Compensation Section 3, item C. Ms. Leslie stated it was written to reflect the cost of living increase given to all employees on January 1<sup>st</sup> of each year, as well as a step increase on her anniversary date, which is also similar to employees for their first five years of service. Mayor Gaines also questioned the clause where there was no cap on sick leave accrual. Ms. Leslie stated she would change that to reflect the highest employee cap of 1,350 hours.

**COUNCIL REPORTS & ANNOUNCEMENTS**

Mayor Gaines- none

Councilmember Herman- none

Councilmember Robbins- none

Councilmember Schuster- none

Councilmember Seedorf- none

Mayor Gaines reminded the Council that the next meeting will be held on Monday, September 22, 2014 at 5:00 pm at the Wells Community Center Council Chambers.

**ADJOURNMENT**

Motion by Schuster and second by Herman to adjourn the meeting at 7:05. Motion carried.



Mayor Ronald Gaines

  
Deputy City Clerk Megan Boeck