



The Wells City Council convened on Monday, April 27, 2015 at 5:00 pm in the Council Chamber.

Vice Mayor Herman called the meeting to order with the following councilmembers present: David Braun, Steve Burns and Whitney Warmka. Members absent: Ron Gaines. Also present: City Administrator Robin Leslie, Deputy City Clerk Megan Boeck, City Engineer Travis Winter and Chief of Police Jim Ratelle.

AGENDA

The agenda for the April 27, 2015 meeting was reviewed. Motion by Braun and second by Warmka to approve with the addition of Resolution 2015-16 Declaring Property Surplus and Authorizing Sale and change May 11th meeting date to May 18th. Motion carried.

**Acting Mayor Herman read a Mayoral Proclamation declaring the week of May 10-16 "Homes for the Aging" week in the city of Wells.*

PUBLIC COMMENT

None.

CONSENT ITEMS

Minutes

Motion by Warmka and second by Braun to approve April 13, 2015 minutes. Motion carried.

Payments

Motion by Warmka and second by Burns to approve payments in the amount of \$149,418.19 as listed on pages 5-6 of the council packet. Motion carried.

Board Reports

Motion by Warmka and second by Braun to accept Board Reports as listed on pages 7-26 of the council packet. Motion carried.

Staff Reports

City Administrator Leslie stated part-time Police Officer interviews are scheduled for this week and that she continues to work on nuisance properties and the annexation issue.

Chief of Police Jim Ratelle informed the Council that recently the Police Department received an Automated External Defibrillator (AED) through the Shakopee Mdewakanton Sioux LIFE program.

City Engineer Travis Winter stated he met with Ulland Brothers to discuss 2014 punch list items and he is hopeful that project will be closed by June.

NEW BUSINESS

Change May City Council Meeting Date-Motion by Warmka and second by Braun to change the May 11th meeting to May 18th. Motion carried.

Resolution 2015-17 PZ 2015-01 01 Conditional Use Permit (CUP) – WFP Land LLC, to operate a meat finishing business at 115 N Broadway- Leslie informed the Council that the Planning and Zoning Commission recommended approval for the CUP with the following conditions: 1) screening to be provided in parking areas; 2) animal slaughter is not permitted at the site; 3) the petitioner agrees to a “Major Contributing Industry Treatment Agreement” for their wastewater. Motion by Warmka and second by Burns to approve CUP for WFP Land LLC, to operate a meat finishing business at 115 N Broadway with the stated conditions. Motion carried 4-0.

Resolution 2015-18 PZ 2015-02 02 Interim Use Permit (IUP) – United South Central School District #2134, to temporarily operate construction material-crushing equipment at 250 2nd Ave SW- Leslie informed the Council that the Planning and Zoning recommended approval of the IUP with the following conditions: 1) **City Council to choose an operation to last no more than 10 business days operating from 8 am to 5 pm or for 5 business days operating 7 am to 7 pm;** 2) **the petitioner will control dust, noise and vibration, as much as possible;** 3) **crushing operation to cease if funeral or church event is scheduled during crushing period;** 4) **safety fence to be provided to close off entire site from the public.** Motion by Burns and second by Braun to approve CUP with the following conditions: 1) **hours of operation are 7 am to 7 pm for 5 business days;** 2) **the petitioner will control dust, noise and vibration, as much as possible;** 3) **crushing operation to cease if funeral or church event is scheduled during crushing period;** 4) **safety fence to be provided to close off entire site from the public.** Motion carried 4-0.

Library Director Resignation (Sheila Treptow)- Motion by Warmka and second by Braun to accept resignation from Sheila Treptow effective May 14, 2015. Motion carried.

Interim Library Director Appointment Update-Leslie informed the Council that the Library Board appointed herself and Tami Beto as co-interim directors and that Sheila’s last day will be May 14th.

Police Chief Resignation (James Ratelle)- Motion by Braun and second by Burns to accept resignation from Chief James Ratelle with regrets effective May 12, 2015. Motion carried.

Leslie informed the Council that due to workmen’s compensation liability Chief Ratelle’s resignation is effective May 12th.

Interim Police Chief Appointment- Motion by Burns and second by Braun to appoint Wells Police Officer Tim Brenegan as Interim Police Chief at the interim hourly rate of \$25.15. Motion carried.

Authorize Part-time Office Clerk Position/Approve Job Description-Leslie informed the Council that she has presented the need for a part-time office clerk position to the Liquor Store/Community Center/City Hall Committee and they agreed with the need/proposal. She stated with the current workload at City Hall, more help is needed at the front counter so that Megan and Jennie will have more time to assist the City Administrator with other duties without the interruption from motor vehicle duties. She also stated they will still have motor vehicle responsibilities but less so and that this proposal will amount to approximately \$7,000 in salary for the rest of 2015. Motion by Braun and second by Warmka to authorize the hiring of a part-time office clerk position with starting wage of \$9.50 per hour and after six months \$10.00 and approve proposed job description. Motion carried.

Resolution 2015-13 Clarifying the Golf Cart Ordinance- Motion by Braun and second by Burns to approve Resolution 2015-13 Clarifying the Golf Cart Ordinance. Motion carried.

Resolution 2015-14 Approving Minnesota Lawful Gambling Exempt Permit for Raffle for Heartland Chapter of Pheasants Forever- Motion by Braun and second by Warmka to approve Resolution 2015-14 Approving Minnesota Lawful Gambling Exempt Permit for Raffle for Heartland Chapter of Pheasants Forever. Motion carried.

Resolution 2015-15 Closing Funds No Longer in Service and Transferring Revenue to Separate Funds- Motion by Burns and second by Warmka to approve Resolution 2015-15 Closing Funds no Longer in Service and Transferring Revenue to Separate Funds. Motion carried.

Department Head/City Employment Resignation Policy- Leslie stated due to the complexity and responsibilities of department head positions, she is recommending for future resignations, they be required to give at least one month's notice. All others would give at least two weeks. If they do not follow this policy, they waive their rights to their unused vacation. Motion by Burns and second by Warmka to approve Employment Termination Policy. Motion carried.

P&Z Commission Appointment – Shannon Savick- Motion by Warmka and second by Braun to appoint Shannon Savick to the P&Z Commission. Motion carried.

Resolution 2015-16 Declaring Municipal Property Surplus Property and Authorizing Sale- Motion by Braun and second by Warmka to approve resolution 2015-16 Declaring Municipal Property Surplus and Authorizing Sale. Motion carried.

OLD BUSINESS

Dangerous Dog Declaration Appeal (John Dean Mosser)- Acting Mayor Herman stated based on the fact that he had been made aware of other incidents involving this dog "Mello" and he feels the City has an obligation to act now before there is a similar reoccurrence. Motion by Braun and second by Burns to deny dangerous dog appeal. Motion carried.

COUNCIL REPORTS

Warmka- asked Leslie to clarify of how the bidding process works for projects like the Frank Brothers Elevator demolition. Leslie stated it is her practice to seek estimates from at least two, sometimes three, local contractors and that the work is awarded to the lowest responsible estimate. Leslie also stated bidding is not required, that the City has to be responsible with public funds and it is important this practice is followed.

Braun- asked about an update on 218 3rd Ave SE and that the recycling container should be picked up.

Burns- Stated he was happy to see the Bob Waack house be demolished.

Herman- none.

ADJOURNMENT

Motion by Warmka and second by Braun to adjourn the meeting at 6:12 pm.

Mayor Ronald Gaines

Deputy City Clerk Megan Boeck