



**City Council Meeting Agenda
Monday, February 22, 2016, 5:00 pm
Wells Community Center**

**CALL TO ORDER AND PLEDGE OF ALLEGIANCE:
ROLL CALL:**

Honorable Mayor Ron Gaines
Braun, Burns, Harig, Herman

PROPOSED AGENDA

PUBLIC COMMENT

CONSENT AGENDA

Items on the Consent Agenda are reviewed in total by the City Council and may be approved through one motion. Any item may be removed by any Council Member for discussion.

Minutes, February 8, 2016	1-3
January Financials/Building Permits/Overtime/Comp Time	4-7
Renewal of 3.2 Liquor License	8
-Jakes Pizza, Renewal of On-Sale 3.2 Liquor License	
-Casey's General Store, Renewal of Off-Sale 3.2 Liquor License	
Board Minutes	
-Wells Flame Theatre Board, January 2016	9
-Wells Community Ambulance, January 2016	10
-Wells Library Board, January 2016	11-12

STAFF REPORTS

- City Attorney
- City Administrator

BUSINESS

Prairie Lakes Transit - Jeremy Monahan, Transit Director	
Faribault County Ditch 87 Repair -Travis Winter	
Resolution 2016-08 Approving Minnesota Lawful Gambling Exempt Permit for a Raffle for St. Casimir Catholic Church	13
Recycling Program	14-15
Review of 2015 Goals/Set 2016 Goals	16-19

COUNCIL REPORTS & ANNOUNCEMENTS

Mayor, Braun, Burns, Harig, Herman

Next regular meeting will be held Monday, March 14, 2016 at 5:00 pm at the Wells Community Center

CLOSED SESSION- Per Attorney-Client Privilege (Minn. Stat. § 13D.05, subd. 3(b))

ADJOURN

Honorable Mayor Ron Gaines



The Wells City Council convened on Monday, February 8, 2016 at 5:00 pm in the Council Chamber.

Mayor Gaines called the meeting to order with the following councilmembers present: David Braun, Whitney Harig and John Herman. Absent: Steve Burns. Also present: City Administrator Robin Leslie, Deputy City Clerk Megan Boeck and Street Foreman Mike Pyzick.

AGENDA

The agenda for the February 8, 2016 meeting was reviewed. Motion by Braun and second by Harig to approve as presented. Motion carried.

PUBLIC COMMENT

Faribault County Commissioner Bill Groskreutz was present and stated that the Prairie Lakes Transit System is operational and that the new Director, Jeremy Monahan, will be present at the next meeting to update the Council on the transit program.

Groskreutz also asked for an update on the annexation. Leslie stated that she has met with the township property owners or representatives and they are still in discussion. She also stated a hearing has been scheduled for March and that she will continue to work on this with all involved.

CONSENT AGENDA

Motion by Herman and second by Braun to approve the consent agenda as listed on pages 1-38 of the Council packet. Motion carried.

Minutes, January 25, 2016

January Payments

Board Minutes

-Wells Historical Society, February 2016

-PUC Minutes, January 2016

Seasonal Street Laborer Appointment – Jeremy Garver

2016 Bolton & Menk Agreement for Professional Services

MN Department of Human Services, Alcohol & Drug Abuse Grant Letter of Support

STAFF REPORTS

Street Foreman Pyzick stated that the blower repairs totaled \$17,500 but that it is back in use. Pyzick also stated that the Street Department will be plowing the downtown and residential areas where needed tonight and that they plan to remove snow from boulevards in the coming week. In addition, Pyzick stated that he plans to meet with City Engineer Travis Winter to discuss upcoming mill and overlay projects, as well as seal-coating and crack-filling projects.

City Administrator Leslie stated that she has been busy working on Council agenda items and preparing for the upcoming audit.

BUSINESS

Wildcats Liquor License- Boeck informed the Council that Wildcats is in the process of changing the scope of their business from an S Corporation to an LLC and that because that change requires new Federal and State Tax ID numbers, new licensing, applications and fees are also required.

Boeck also stated that because Wildcats is requesting to make this change effective March 1st and the regular renewal period for on-sale liquor licenses ends June 30th of each year, Wildcats will have to complete the renewal process and pay the appropriate fees again in June.

Harig asked if there is a cost to the City or added work for doing this process again in June. Boeck stated that each license is different and that is why the City bases their fees upon the amount of time it takes to process licenses.

Motion by Herman and second by Braun to approve Certification of On Sale Liquor, Sunday Liquor, Optional 2 am Liquor and to revisit the renewal fee again in June. Motion carried.

Faribault County Ditch 87 Repair- Bill Groskreutz - No Action taken. Groskreutz stated that the County is looking to repair the headwall section of County Ditch 87 but that he is encouraging the City to take over management of the portion that is within City limits. Groskreutz also stated that over 90% of what is assessed comes from City residents and that it would simply improvements and changes if it were managed by the City.

Faribault County Recycling Program- Bill Groskreutz- No action taken. Leslie stated that there are still a number of businesses that haven't paid for 2015 commercial recycling and that the City is going to have to reach an agreement with the County for the amount that remains unpaid. Leslie also stated that she will look into assessing the unpaid charges to the respective properties.

Resolution 2016-05 Authorization to Execute MnDOT Airport Maintenance and Operation Grant Contract- Motion by Herman and second by Harig to approve Resolution 2016-05. Motion carried.

Resolution 2016-06 Authorization for Some City Employees to Work on City/State Holidays- Motion by Herman and second by Braun to approve Resolution 2016-06. Motion carried.

Resolution 2016-07 Approving Minnesota Lawful Gambling Exempt Permit for Bingo for St. Casimir Catholic Church- Motion by Braun and second by Harig to approve Resolution 2016-07. Motion carried.

Wells Business Park Discussion- No action taken. Gordon Regenscheid from MnDOT was present and informed the Council that he will need assurance from the City Council that they are ready to accept the TED grant and move forward with the project as proposed in the grant application by March 14th. Regenscheid also stated that the Department of Transportation and Economic Development is very structured and that changing the scope of the project will be nearly impossible for the City. In addition, Regenscheid stated that the funds are intended to be spent in 2016 and that, if necessary, MnDOT will help the City work through the program through the duration of 2016 and into 2017.

COUNCIL REPORTS

Braun- none.

Harig- Harig stated that at the League of MN Cities Leadership Conference the focus was about making cities fun and comfortable, rather than just functional. She also said that cities need to plan their city around more than just the car and that she feels the City Council made the right choice in regard to the sidewalk project along highway 109.

Herman- none.

Gaines- none.

ADJOURNMENT

Motion by Braun and second by Harig to adjourn the meeting at 5:46 pm.

Mayor Ronald Gaines

Deputy City Clerk Megan Boeck

BALANCES-RECEIPTS

	Jan-16	Jan-15	Jan-14	Jan-13
REGULAR CHECKING	99,593.63	67,927.30	49,995.66	61,220.25
SEWER CD'S	100,464.71	N/A	N/A	N/A
M/M ACCT	2,060,674.29	2,128,952.99	1,915,345.64	1,701,446.26
REGULAR CD'S	788,141.76	931,803.15	921,881.76	1,084,602.56
HRA CHECKING **	82,335.16	115,289.59	139,436.82	53,009.19
HRA CD'S **	105,602.70	136,683.46	136,690.46	231,787.46
EDA CHECKING **	203,426.74	211,489.07	218,323.57	221,367.94
EDA CD'S **	202,635.95	200,922.66	199,230.66	200,000.00

BALANCES AS OF END OF MONTH STATEMENTS

RECEIPTS:

Magnuson Chiropractic	300.00	2016 Theatre Ad	Don Chirpich	150.00	Quonset rental
Hansen Spray Foam	350.00	2016 Theatre Ad	Dan Hart	150.00	Quonset rental
DQ	350.00	2016 Theatre Ad	Wells Insurance	300.00	2016 Theatre Ad
Thrifty White	300.00	2016 Theatre Ad	Schroeder Electric	300.00	2016 Theatre Ad
Wells Historical Society	300.00	2016 Theatre Ad	MN Energy	6610.80	4th Qtr 2015 Franchise Fee
Veterans Memorial	300.00	2016 Theatre Ad	Swehla Trucking	300.00	2016 Theatre Ad
WPU	8333.00	Franchise Fee	Dunbar Township	6480.00	Fire Contract
MN Lake Township	1260.00	Fire Contract	Stars Mentoring	300.00	2016 Theatre Ad
Wells Federal Bank	300.00	2016 Theatre Ad	EDA	8490.00	SIP Assessment
Dulas Excavating	350.00	2016 Theatre Ad	Bevcomm	13533.41	Franchise Fee
Foster Township	900.00	Fire Contract	St. Casimirs School	300.00	2016 Theatre Ad
Vivian Township	720.00	Fire Contract	Fari Co Farm Bureau	300.00	2016 Theatre Ad
United Methodist	300.00	2016 Theatre Ad	Park Place Townhom	350.00	2016 Theatre Ad
Paragon Bank	350.00	2016 Theatre Ad	Clark Township	6480.00	Fire Contract
Blake Greenfield	300.00	2016 Theatre Ad	Faribault County	9642.55	Tax Distribution
Bevcomm	350.00	2016 Theatre Ad	State of MN	229.00	court fines 12/15
USC	300.00	2016 Theatre Ad			
Rons Plumbing	350.00	2016 Theatre Ad			
Tri-City Sewer	1068.75	half engineering fee - Wells Food Processing			
Walnut Lake Township	4770.00	Fire Contract			
Brush Creek Township	180.00	Fire Contract			

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BUILDING/DEMOLITION PERMITS		Jan-16											
NAME	PURPOSE	ADDRESS	VALUATION	BUILDING PERMIT	PLAN CHECK FEE	SURCHARGE	AMOUNT	NO.					
Teresa Tracy	privacy fence plus outside stairs leading to roof	124 S Broadway	\$ 500.00	\$ 15.00	\$ 10.50	\$ 0.50	\$ 26.00	2015-67					
Mat Donahue	remove and replace damaged wall panels	290 3rd St NE	\$ 7,600.00	\$ 48.00	\$ 24.00	\$ 3.80	\$ 75.80	2015-88					
Ness Apartments	siding and soffit and 18 windows	250 4th Ave SW	\$ 110,000.00	\$ 302.00	\$ 151.00	\$ 55.00	\$ 508.00	2016-1					
Diane Dulas	replace 10 windows	590 6th Ave SW	\$ 24,887.54	\$ 99.00	\$ 49.50	\$ 12.48	\$ 160.98	2016-2					
Tom Staloch	remodel for catering business	31 2nd Ave NW	\$ 10,000.00	\$ 54.00	\$ 27.00	\$ 5.00	\$ 86.00	2016-3					
			\$ 152,987.54	\$ 518.00	\$ 262.00	\$ 76.78	\$ 856.78						

OVERTIME - FULL TIME EMPLOYEES													
EMPLOYEE	YEAR												
	JAN	FEB	MAR	APR	MAY	JUNE	JULY	AUG	SEPT	OCT	NOV	DEC	
	2015												
KLOOS JENNIE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
BOECK, MEGAN	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	86.87	86.87
WACHLIN, AMY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL CITY HALL	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	86.87	86.87
	2016												
KLOOS JENNIE	0.00												0.00
BOECK, MEGAN	0.00												0.00
WACHLIN, AMY	0.00												0.00
TOTAL CITY HALL	0.00												0.00
	2015												
BERG, SCOTT	386.14	0.00	0.00	0.00	16.74	0.00	0.00	0.00	0.00	0.00	58.58	41.84	503.30
LINDHOLM, JENNIFER	0.00	0.00	0.00	0.00	0.00	16.45	158.99	0.00	0.00	16.45	32.90	0.00	224.79
TOTAL LIQUOR	386.14	0.00	0.00	0.00	16.74	16.45	158.99	0.00	0.00	16.45	91.48	41.84	728.09
	2016												
BERG, SCOTT	0.00												0.00
LINDHOLM, JENNIFER	27.96												27.96
TOTAL LIQUOR	27.96												27.96
	2015												
BRENEGAN, TIM	140.72	0.00	351.80	0.00	123.13	575.38	0.00	0.00	0.00	0.00	0.00	354.72	1545.75
NEUBAUER, ERIC	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	87.95	967.46	1055.41
SEIPP, STEVE	125.30	0.00	64.12	152.29	384.72	633.19	88.17	8.02	192.36	272.51	0.00	655.79	2576.47
DIORENZO, SCOTT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	36.14	115.64	448.11	419.20	1019.09
JOHNSON, MIKE	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	14.46	14.46
RATELLE, JIM	325.16	33.26	210.62	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	569.04
TOTAL POLICE	591.18	33.26	626.54	152.29	507.85	1208.57	88.17	8.02	228.50	388.15	536.06	2411.63	6780.22
	2016												
BRENEGAN, TIM	0.00												0.00
NEUBAUER, ERIC	0.00												0.00
SEIPP, STEVE	0.00												0.00
JOHNSON, MIKE	0.00												0.00
TOTAL POLICE	0.00												0.00
	2015												
PYZICK, MIKE	248.76	352.41	0.00	82.92	0.00	0.00	787.74	0.00	82.92	0.00	829.20	538.98	2922.93
NIEBUHR, KURT	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	172.75	241.85	414.60
BRANDENBURG, BUCKY	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00
ANDERSON, CRAIG	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	278.91	154.95	433.86
TOTAL STREET	248.76	352.41	0.00	82.92	0.00	0.00	787.74	0.00	82.92	0.00	1280.86	935.78	3771.39
	2016												
PYZICK, MIKE	0.00												0.00
NIEBUHR, KURT	0.00												0.00
BRANDENBURG, BUCKY	0.00												0.00
ANDERSON, CRAIG	0.00												0.00
TOTAL STREET	0.00												0.00
PART TIME EMPLOYEES - OVERTIME													
PART TIME POLICE	2015	506.25	0.00	0.00	0.00	405.01	157.50	22.50	135.00	0.00	0.00	0.00	1226.26
	2016	0.00											0.00
	2015	N/A	N/A	N/A	N/A	509.81	636.76	287.63	N/A	N/A	N/A	N/A	1434.20
	2016	N/A	N/A	N/A	N/A								0.00

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Comp Time		city	ovr	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	YEAR
EMPLOYEE	Earned																							2016
BERG, SCOTT					3.75	0.75																		4.50
LINDHOLM, JENNIFER																								0.00
TOTAL LIQUOR	Used			0.00	3.75	0.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	4.50
BERG, SCOTT																								0.00
LINDHOLM, JENNIFER																								0.00
TOTAL LIQUOR	Earned																							0.00
ANDERSON, CRAIG				6.38	10.50																			16.88
BRANDENBURG, BUCKY				16.88	3.00	7.50																		27.38
NIEBUHR, KURT				15.38		10.50																		25.88
PYZICK, MIKE					13.50																			13.50
TOTAL STREET	Used	0	38.64	27.00	18.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	83.64
ANDERSON, CRAIG																								0.00
BRANDENBURG, BUCKY																								0.00
NIEBUHR, KURT																								0.00
PYZICK, MIKE						0.75																		0.75
TOTAL STREET	Earned			0.00	0.00	0.75	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.75
BRENEGAN, TIM					3.00																			3.00
NEUBAUER, ERIC					46.50																			46.50
SEIPP, STEVE		20	22.50																					42.50
JOHNSON, MIKE						1.50																		1.50
TOTAL POLICE	Used	20	22.50	49.50	1.50	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	93.50
BRENEGAN, TIM																								0.00
NEUBAUER, ERIC					12.00																			12.00
SEIPP, STEVE																								0.00
JOHNSON, MIKE																								0.00
TOTAL POLICE	Earned			0.00	12.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	12.00
BOECK, MEGAN																								0.00
KLOOS, JENNIE																								0.00
WACHLIN, AMY					1.13																			1.13
TOTAL CITY HALL	Used			0.00	1.13	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.13
BOECK, MEGAN																								0.00
KLOOS, JENNIE																								0.00
WACHLIN, AMY					1.13																			1.13
TOTAL CITY HALL	Used			0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	0.00	1.13



WELLS
MINNESOTA

City of Wells
125 South Broadway
Wells, MN 56097
507.553.6371 OFFICE
507.553.5126 FAX
cityhall@cityofwells.net
<http://www.cityofwells.net>

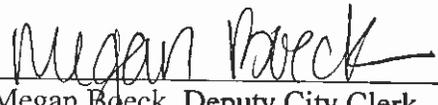
TO: Mayor Gaines and Council Members
FROM: Megan Boeck, Deputy City Clerk
DATE: February 17, 2016
RE: Renewal of 3.2 Liquor License

The following businesses are requesting renewal of their 3.2 Liquor License for period of April 1, 2016 – March 31, 2017:

- Jake's Pizza, 24 West Franklin – On- Sale 3.2
- Casey's General Store, 280 2nd Ave NW – Off- Sale 3.2

Both have submitted the proper renewal application, fees and proof of insurance.

I will need a motion approving this request.



Megan Boeck, Deputy City Clerk

Flame Theatre Board Minutes
Wednesday, January 20, 2016

Jeff Teskey, Ila Teskey, Scott Berg, Beth Hansen, Nate Nasinec , Rod Van Wyngarden and Whitney Harig
Absent were Renae Burns, Jennie Kloos, Deb Thoe

- Robin started the meeting by presenting the 2016 proposed budget
 - o It was noted that the Flame Theatre will be apart of an Enterprise for the City, for accounting reasons
 - o Pepsi rebated is anticipated in MarchRobin left the meeting at 440 pm

- Minutes were reviewed, and approved with no changed
- The Flame has nearly 2500 'likes' on Facebook – and 25K tickets were sold in 2015
- The LED lights around the poster boxes still have not been installed – we will ask Jennie for a status update at the next meeting
- The answering machine is no longer working properly. It was decided not to replace it, and instead have Bevcomm voicemail. Jennie will get this ordered. Deb to keep message current and check for voicemails. She will need to write down instructions for access, as a backup.
- Pop prices to increase to \$2.00 per bottle, effective as soon as possible. Other City pop machines will not adjust price.
- Jennie to give an update from any feedback or report from the Lions Gate 'ticket checker.'
- Megan will be told to make an ad for the slideshow with information about 'advertising here' for prospective customers with the intention to sell some additional ads to be added in at mid-year
 - o Megan's card to be available at the Theatre, a point of contract, for advertising questions
- Ad analysis will be done at our next meeting
 - o Where do we advertise currently? What is our market area?
 - o Brainstorm to continue at next meeting on ideas for marketing and ad 'specials' to draw in more customers, and to better understand our customer demographic
 - Rod said he would organize some of his thoughts on marketing, and email the BOD prior the next meeting

Meeting adjourned at 5:15 pm. The next scheduled meeting to be held on 2/17/16 at City Hall.

0.24

Wells Community Ambulance Service
Board of Directors Meeting
January 11 2016

The Wells Community Ambulance Service Board of Directors met on Monday, January 11th at the Wells ambulance garage. The meeting was called to order by Chairman Bill Groskreutz. Members present were John Herman, Martin Healey, Bill Groskreutz, Mark Fendrich, Dave Tatge, and Jim Stern. Absent was Jim Richards.

Minutes of the December meeting were read and approved on a motion by Mark Fendrich and a second by Dave Tatge.

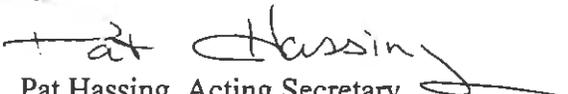
The financial report for January was reviewed and approved on a motion by Jim Stern and a second by Mark Fendrich.

Martin Healey gave the Captain's report with 37 runs in December. There were over 350 total runs in 2015. Martin distributed invitations to the Christmas Party to be held on February 6th. Martin reported that he has talked to the director of Parkview Care Center regarding return trips to Parkview from emergency rooms. At this time there was an ambulance call which Martin responded to. As he prepared for the call he reported that there would be on-line training for 12 lead at the squad meeting tomorrow night. There will be a refresher beginning this coming week-end. He is not sure of exact numbers but approximately one half of the squad members will be taking this refresher.

Bill Groskreutz reported that the Exit signs have been replaced.. Election of board officers was held with Bill Groskreutz elected as chairman, Jim Stern as vice-chairman and Mark Fendrich as treasurer. Pat Hassing will remain acting secretary.

There was no further business. The meeting adjourned on a motion by Mark Fendrich and a second by Jim Stern

Respectfully submitted,


Pat Hassing, Acting Secretary



Wells Library Board
January 20, 2016

Attending: Tom Schindler, Gary Hagen, Brenda Rebelein, Sue Dundas, Robin Leslie, Tami Beto, Whitney Harig. A member of the public also attended the meeting. Tom presided. Agenda was approved.

Election of Officers: We voted (Sue/Brenda) to have the same officers as last year: Tom Schindler – President; Gary Hagen – Vice President; Sue Dundas – Secretary.

Reports:

Secretary's report was approved. Financial report was discussed and approved. We still have some bills pending, so the report was not yet final.

Staff Reports:

- Adult coloring: Good attendance Monday nights but Wednesdays are quiet; will probably change Wednesdays to daytime to accommodate Shepherd's Inn, but right now it's too cold for them to come.
- Coffee sales are up; a free cup was included as a prize for the reading program to increase attention. The puzzle is almost done.
- William Kent Kruger, Minnesota author, will be at the library on April 13.
- The library has subscribed to the Albert Lea Tribune on a trial basis. This subscription replaces some magazine subscriptions that will not be renewed.
- Zinio will not be renewed. The information may be used on Overdrive instead; will be discussed at the Library Directors' meeting.
- The board agreed to judge bookmarks for the upcoming bookmark contest.
- Tami is checking into a venue for morning summer programs. St. Casimir's is a possibility. Covenant Life is too small.

Statistics: December 2015 - 1,435; 2015 year-end total - 20,422
December 2014 - 1,495; 2014 year-end total - 20,421

Old Business:

Computers: Have not been installed or rotated; expected date is February 3. Some issues were resolved on the current computers.

Flooring: The tile in the entry is done. The carpet for the office wasn't on the delivery truck. The drop box will be shut the day of installation and the office

furniture will be moved the night before. Al B suggested we change out the front rug on a regular basis; Robin will put it on the rotation with the City offices.

TdS issues: Cataloguers are trying. Other TdS needs help.

New Business:

County Board Meeting: The formula will be the same as last year's, which is based on population, circulation, and collection size. The State Reports will be used to determine the numbers. The board approved paying the monies to the libraries quarterly; timing will be after the State Reports are completed.

Water pipes: Nothing to be done outside until spring. Dittrich unfroze the pipes after the cold weekend. Overall we have not had as hard freeze as last year. Robin suggested that we open the wall and put in a vent.

Overdrive training: Betsy will lead the class; she has used Overdrive through TdS and at home through Cellco. She is working with Rita V at the school and will have a projector from TdS.

Meeting adjourned.

Next meeting: February 17, 2016

Respectfully submitted,

Sue Dundas, Secretary

**CITY OF WELLS, MINNESOTA
CITY COUNCIL RESOLUTION NO. 2016-08
A RESOLUTION APPROVING MINNESOTA LAWFUL GAMBLING EXEMPT
PERMIT FOR RAFFLE FOR ST. CASIMIR CATHOLIC CHURCH**

WHEREAS, the St. Casimir Catholic Church has submitted an application requesting approval of a Minnesota Lawful Gambling Exempt Permit for a raffle to be located at 320 2nd Ave SW, Wells, MN and held on April 9, 2016; and

WHEREAS, it has been demonstrated that the organization will be collecting gambling monies for lawful purposes.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WELLS THAT:

1. A Minnesota Lawful Gambling Exempt Permit for the St. Casimir Catholic Church is approved.

MOTION: _____

SECOND: _____

VOTE: ___ Braun ___ Burns ___ Gaines ___ Harig ___ Herman

PASSED and ADOPTED by the City Council of the City of Wells, Minnesota on February 22, 2016.

By:

Attest:

Ronald Gaines, Mayor

Robin Leslie, City Administrator



City of Wells
125 South Broadway
Wells, MN 56097
507.553.6371 OFFICE
507.553.5126 FAX
cityhall@cityofwells.net
<http://www.cityofwells.net>

TO: Mayor and City Council
FROM: Robin Leslie, City Administrator
DATE: February 17, 2016
RE: **2014-15 Recycling Program Recap**

For those not on the Council when these programs were approved, in 2014, when we started looking at our failing Recycling Enterprise Fund, the Council voted to make the following recycling changes for 2015:

1. Utilize the County Residential Curbside Recycling for \$41/year/residential property.
2. Commercial business could continue to use drop site for \$10/month.
3. Township residents could continue to use drop site and County would reimburse City \$1,000/month.

The residential program is working great and we hear many compliments.

As mentioned previously, the 2015 commercial recycling venture did not go well and we have received many complaints from commercial businesses. As of date, 48 businesses have yet to pay their 2015 recycling bills, which amounts to \$5,760. The drop site was closed to business use as of January 30, 2016 but there is no way to police the site and businesses continue to use it as of date.

In addition, the County has yet to pay both the 2014 balance of \$6,352 from SCORE dollars from the previous program and the 2015 balance of \$12,000 for providing a drop site for approximately 400 township residents.

As was my recommendation in 2014, I think it would be in the best interest of the City to get out of the recycling business altogether because it no longer makes business sense to be involved in a venture that is neither an efficient use of staff time nor pays for itself.

Recommendation:

1. Request immediate payment for county and township portions of 2nd half of 2014 SCORE dollars (\$6,352.00).
2. Request immediate payment for 2015 township drop site recycling (\$12,000) contract.
3. Once County payment is made for 2014 SCORE & 2015 Township drop site contract:

- a. The city will issue payment for 2015 commercial recycling for 141 business
x \$10/mo x 11 months (February-December 2015) = \$15,510
 - b. The city will issue payment for 2016 commercial recycling for 107 business
x \$10/mo x 1 month (January 2016 only)=\$1,070
4. Close the township drop site center and let the County make their own
arrangements.

Please let me know if you have any questions.



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WELLS
MINNESOTA

TO: Mayor and City Council
FROM: Robin Leslie, City Administrator
DATE: February 17, 2016
RE: 2015 Council Goals/Priorities Recap (Completed Items in Black/**Carryover items in Red**)

2015 Annual Council Goals

1. Frank Brothers Elevator Demolition (100 N Broadway)
 - a. Lot available for redevelopment
2. Old USC Site Planning
 - a. HRA taking lead in redeveloping site for housing redevelopment
3. 2015 SRTS Project + future funding
 - a. SRTS Committee agreed to skip the 2016-17 funding cycle for because we still need to wrap up 2014-2016 and we already have a MNDOT sidewalk project planned for 2017.
 - b. Project to commence ~May 16th. Construction completion by June 15th.
4. Blight removal/Infill opportunities/redevelopment/affordable housing
 - a. Gutierrez property-478 1st Ave SW-demolished (cost invoiced to property owner-cost assessed-payable in 2016)
 - b. **Johnson property-412 1st Ave SW-will work with Wells Fargo on this foreclosed nuisance property in 2016.**
 - c. **Murphy property-501 1st Ave SE-property has been deeded to HRA. They are in the process of getting demo bids for early 2016.**
 - d. Brown property-1140 2nd Ave SW-sold to HRA and demolished. HRA entertaining option for school sign on lot.
 - e. Tax forfeiture property 218 3rd Ave SE-HRA demolished-lot available for redevelopment
 - f. Tax forfeiture property-500 1st Ave SW-HRA sold to private owner-to be used a garden plot (now taxable).
 - g. Tax forfeiture property/former brownfield-**123 S Broadway-Lions Plaza to be completed in spring (need to install fence, benches,**

light posts plus 1 pear tree and other plantings.

5. CIP Update
 - a. Street Foreman and City Engineer prioritized 2016 street projects.
 - b. **This item to be added to 2016 goals to continue planning process for future projects.**
6. Surplus sale (May 9th)
 - a. Sale generated \$3,140. Half of proceeds went to the Liquor Store for remodeling and the other half for Community Center improvements.
7. **Annexation issue**
 - a. **Hearing scheduled for March 18, 2016.**
8. 109/22 visibility issues
9. Liquor Store Remodel
 - a. Major remodel on hold
 - b. In 2015, new doors and energy efficiency measures taken (removed separation wall and closed off bar)
 - c. **In 2016, looking at new alarm system, signage and painting exterior.**
10. SIP & NIP/Wells Business Park-Grants/Movement
 - a. NIP-Transportation TED grant for turn lanes-\$554,800 AWARDED!!!
 - b. **NIP-platting in process**
 - c. **SIP-2016 marketing plan by FCDC**
11. **Community Engagement-on going**
12. New EDA consultant
 - a. Contract with FCDC approved January 2016!

2015 Annual Administration Goals

1. **Personnel Policy Manual-draft completed in 2015-carry over to 2016**
2. **Document & Space Management**
 - a. **On going**
 - b. **In 2015, new office space created for Accounting Clerk**
 - c. **In 2016, better office space for Deputy Clerk**
 - d. **In 2017, better office space for Office Specialist**
3. **Increase government transparency/engagement**
 - a. **Ongoing**
 - b. **In 2015, made paid bills more transparent in council packets and more information added to City Facebook/Twitter/Website.**
 - c. **Carryover into 2016-council packets on website, start work on a more user-friendly website, video record council meeting and create YouTube channel?**
4. **City ordinance updates (e.g. sidewalk, street, zoning)-ongoing**
 - a. **In 2015, fencing, landscaping & accessory structure ordinances amended.**
 - b. **In 2015, clarified golf cart ordinance by resolution (ordinance should also be amended at some point).**
 - c. **2016-sidewalks, streets, property/housing maintenance, snow mobile/ATVs, zoning, etc.**



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WELLS
 MINNESOTA

TO: Mayor and City Council
FROM: Robin Leslie, City Administrator
DATE: February 17, 2016
RE: **2016 Council Goals/Priorities**

What would you like to work on this year? What are your priorities and/or goals as a councilmember?

Since it's the start of a new year, I would like to encourage you to develop some goals and priorities for 2016 and bring to the meeting. These priorities and goals will help guide City staff work this year.

Top 5-10 goals/priorities for 2016:

1. _____
2. _____
3. _____
4. _____
5. _____
6. _____
7. _____
8. _____
9. _____
10. _____