



The Wells City Council convened on Monday, June 13, 2016 at 5:00 pm in the Council Chamber.

Mayor Gaines called the meeting to order with the following councilmembers present: Steve Burns, David Braun, John Herman and Whitney Harig. Also present: City Administrator Robin Leslie, Deputy City Clerk Megan Boeck, City Attorney David Frundt, City Engineer Travis Winter, Police Chief Tim Brenegan, Street Foreman Mike Pyzick and FCDC Executive Director Tim Clawson.

### **AGENDA**

The agenda for the June 13, 2016 meeting was reviewed. Motion by Harig and second by Herman to approve with the addition of Wells Business Park Preliminary Engineering Report. Motion carried.

### **PUBLIC COMMENT**

Alan Olson stated he wants to know who inspected the sidewalk project and who would be responsible for sidewalk damage if tree roots would cause heaving damage later on.

City Engineer Winter stated that Bolton & Menk performed the inspection on the sidewalk project and that after the warranty period, the homeowner would be responsible for correcting any issues.

Olson also requested a copy of the MN Hwy 109 sidewalk project cost estimate and plans.

### **CONSENT AGENDA**

Harig stated she would like it noted in the minutes that she consulted with the City Attorney before voting on the Street Laborer position.

Motion by Herman and second by Burns to approve the consent agenda as listed on pages 1-53 of the Council packet with that change. Motion carried.

Minutes, May 9, 2016

May Payments

April & May Financials/Pool/Building Permits/Overtime/Comp Time

Theatre Clerk Job Description

Probationary Employees-Remove from Probation- Mike Johnson

Appointment – Seasonal Pool Staff - Brett Byrne (new), Justin Dallman (new), Nate Mattick

Appointment – Part-time Theatre Clerks – Dianna Soto, Trevor Kibler, Katherine Cory

Appointment – Part-time Office Clerk – Bobbi Jo Farley

Resignation – Part-time Theatre Clerk – Dylan Blakesley

Amend 2016 City Fee Schedule

2016 Bevcomm Customer Service Support Agreement

Accept Findings of 2015 Audit

Wells Area Chamber of Commerce & Wells Jaycees 2016 Kernel Days Requests

Street Closure Request - Save 2<sup>nd</sup> Base - June 25, 2016

Board Minutes

-Wells Public Utilities, June 2016

-Wells Area Ambulance, April 2016

-Wells Historical Society, May 2016

-Wells Library Board, April 2016

## **STAFF REPORTS**

Police Chief Brenegan stated that his department had its first save within two weeks of using the Narcan spray and that the calls for service numbers have increased partially due to code enforcement violations.

Street Foreman Pyzick stated that the mill and overlay project on 6<sup>th</sup> Ave SW and 8<sup>th</sup> Street SW will be starting as soon as the sidewalk contractors are finished and that the “Neighbors Helping Neighbors” group will be painting park equipment at Thompson Park. In addition, Pyzick stated that his crew was busy last week helping with Summer in the City.

City Administrator Leslie stated that the City Wide Clean-up saw triple the amount of garbage from prior years and that she may have to budget more for than in the future. Leslie also stated that the Department of Public Safety conducted an audit on the Motor Vehicle Department and that there were no negative findings. Lastly, Leslie stated that the 2015 census notification provided states the population is 2,276, which was down 21 people from 2014. In addition, she mentioned she placed a hiring process memo in the council packet book and to let her know if there are any questions or suggestions.

## **BUSINESS**

**Public Hearing – Preliminary and Final Plat and Preliminary Engineering Report – Business Park Addition (Wells Business Park) - Mayor Gaines opening the hearing to the public.**

Cody Melcher stated that he would like to know what lots are available in the Wells Business Park and that he could assist with marketing that property if needed. The Council directed Cody to work with FCDC.

Mayor Gaines closed the hearing to the public.

Motion by Burns and second by Herman to approve the Preliminary and Final Plat and Preliminary Engineering Report for the Wells Business Park. Motion carried.

**Resolution 2016-18 Committing to Funding Improvements for the Wells Business Park-** Motion by Herman and second by Braun to approve Resolution 2016-18. Motion carried.

**Resolution 2016-19 Authorizing Signatures to Execute Agreements for the TED Grant Program-** Motion by Braun and second by Burns to approve Resolution 2016-19. Motion carried.

**Resolution 2016-20 Approving 2016 Election Judges for State Primary and General Elections-** Motion by Burns and second by Braun to approve Resolution 2016-20. Motion carried.

## **COUNCIL REPORTS**

Burns- stated that the Park Board has a lot of projects going on and that they plan to address the full Council yet this summer.

Braun- stated that Summer in the City was a great event and that he was very pleased with the turnout.

Harig- congratulated everyone for the SITC event, stated that the Summer Reading Program has started and that she would like staff to look into putting the City Council audio recordings on the website.

Herman- none.

Gaines- none.

## **ADJOURNMENT**

Motion by Herman and second by Burns to adjourn the meeting at 6:51 pm.

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Mayor Ronald Gaines

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Deputy City Clerk Megan Boeck