



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, June 10, 2013 from 5:00 p.m. until 6:45 p.m. in the Wells Community Center, Council Chambers. Mayor Ron Gaines called the meeting to order with the following council members present: Councilmember John Herman, Councilmember Gary Robbins, and Councilmember Ann Marie Schuster, and Councilmember Ashley Seedorf. Employees present: Deputy City Clerk Deb Redman, City Attorney David Frundt, and City Engineer Travis Winter. Mayor Gaines led the group in the "Pledge of Allegiance."

AGENDA:

The agenda for the June 10, 2013 council meeting was reviewed with Councilmember Schuster making a motion to approve the agenda as printed. Councilmember Robbins seconded the motion. Roll call taken with Herman, Robbins, Schuster, and Seedorf voting yea. **Motion carried.**

PUBLIC HEARING:

The public hearing for the sidewalk improvement on the 100 block of South Broadway was held with no public comment. Councilmember Herman made a motion to approve Resolution 2013-14; a Resolution Declaring Adequacy of Sidewalk Agreement. Councilmember Schuster seconded the motion. Discussion held. Roll call taken with Herman, Robbins, Schuster, and Seedorf voting yea. **Motion carried.**

PRESENTATION:

Jason Etter, Abdo, Eick & Meyers, LLP, presented the 2012 Audit. Also, he introduced the idea of the City Auditors doing a five (5) year plan and budget for the City of Wells. Councilmember Seedorf made a motion to approve Resolution 2013-15; a Resolution Closing Funds No Longer in Service and Transferring Revenue to Separate Funds. Councilmember Robbins seconded the motion. Discussion held on the amounts from each fund being transferred. Roll call taken with Herman, Robbins, Schuster, and Seedorf voting yea. **Motion carried.**

MINUTES:

The minutes of the regularly scheduled council meeting held on May 13, 2013 and the minutes of the closed session held on May 20, 2013 were reviewed with Councilmember Seedorf making a motion to accept the minutes as written. Councilmember Schuster seconded the motion. Roll call taken with Herman, Robbins, Schuster, and Seedorf voting yea. **Motion carried.**

PAYMENTS:

The lists of bills for May and June 2013 were reviewed with Councilmember Schuster making a motion to pay the May bills totaling \$179,702.11 and the June bills totaling \$159,171.29. Councilmember Herman seconded the motion. Discussion held. Roll call taken with Herman, Robbins, Schuster, and Seedorf voting yea. **Motion carried.**

NEW BUSINESS:

Monte Eastvold, Northland Securities presented the Standard & Poor's Credit Rating report for the City of Wells. Also, he presented the information for issuance & sale of \$1,075,000 General Obligation Bonds, Series 2013A. Councilmember Seedorf made a motion to approve Resolution 2013-13; a Resolution Providing For the Issuance and Sale of \$1,075,000 General Obligation Bonds, Series 2013A, Pledging Net Revenues For the Security Thereof. Councilmember Herman seconded the motion. Discussion held. Roll call taken with Gaines, Herman, Robbins, and Seedorf voting yea. Councilmember Schuster abstained. **Motion carried.** Councilmember Herman made a motion to approve entering into an agreement with Northland Securities to be the City's Bonding Agent. Councilmember Robbins seconded the motion. Roll call taken with Gaines, Herman, Robbins, and Seedorf voting yea. Councilmember Schuster abstained. **Motion carried.**

Travis Winter, City Engineer discussed the bids received for the 2nd Avenue Northwest Sewer & Water Improvements. Councilmember Seedorf made a motion to approve Resolution 2013-12; a Resolution Accepting Bids and awarding the bid to JJD Companies of Tea, South Dakota in the amount of \$237,173.00. Councilmember Schuster seconded the motion. Discussion held. Roll call taken with Herman, Robbins, Schuster, and Seedorf voting yea. **Motion carried.** Joleen Niles, owner of JJD Companies was present to introduce herself to Council and Staff.

The CSAH 62 Project pay estimate #1 to GM Contracting was reviewed with Councilmember Herman making a motion to pay GM Contracting \$104,881.57. Councilmember Schuster seconded the motion. Discussion held. Roll call taken with Herman, Robbins, Schuster, and Seedorf voting yea. **Motion carried.**

Mayor Gaines brought the topic of the Airport Pavement Improvement to the table. Travis Winter, Bolton & Menk discussed the proposal for professional engineering services. Councilmember Robbins made a motion to approve the Engineering Services Agreement as presented. Councilmember Herman seconded the motion. Discussion held. Roll call taken with Herman, Robbins, Schuster, and Seedorf voting yea. **Motion carried.**

The Wells Housing & Redevelopment Authority presented Council with a donated parcel of land to be utilized as a parking area near the Wells Depot Museum. Councilmember Herman made a motion to approve accepting the donation and using the land as a parking area. Councilmember Robbins seconded the motion. Discussion held. Roll call taken with Herman, Robbins, Schuster, and Seedorf voting yea. **Motion carried.**

DEPARTMENTAL REPORTS:

Police Chief Jim Ratelle updated Council on activities involving the police department. Chief Ratelle requested Officer Chris Albers be taken off probation at this time. Councilmember Schuster made a motion to approve taking Officer Albers off probation. Councilmember Robbins seconded the motion. Roll call taken with Herman, Robbins, Schuster, and Seedorf voting yea. **Motion carried.**

Assistant Street Supervisor Mike Pyzick updated Council on the work the Street Department has been doing since the last Council Meeting.

Mayor Gaines asked for a motion to approve the Theatre Board minutes from their May 15, 2013 meeting. Councilmember Schuster made a motion to approve the minutes as written. Councilmember Robbins seconded the motion. Roll call taken with Herman, Robbins, Schuster, and Seedorf voting yea. **Motion carried.**

OLD BUSINESS:

Mayor Gaines gave the floor to the Safe Routes to School spokesperson, Brad Heggen. He presented Council with a priority step system to help identify the most need for sidewalk improvement to the new school within the next few years. Four (4) priority areas were discussed with estimated cost attached.

Mayor Gaines brought the topic of the Office Specialist Job Description to the table. Councilmember Seedorf made a motion to approve the job description for Office Specialist. Councilmember Robbins seconded the motion. Discussion held. Roll call taken with Herman, Robbins, Schuster, and Seedorf voting yea. **Motion carried.**

INFORMATION:

The EDA invited all Councilmembers to the presentation of their Business Retention & Expansion Study at the Flame Theatre on Wednesday, June 12, 2013 at 5:30 p.m.

The Youth Group “FUSION” informed Council about their “Neighbors Helping Neighbors” week of June 9 – 15, 2013.

CITY REPORTS:

Mayor Gaines

Councilmember Herman – will be gone for July 8th Council Meeting

Councilmember Robbins – will be gone for July 8th Council Meeting

Councilmember Schuster – signage for Council Chamber at Community Center

Councilmember Seedorf – Recycling Center, City Administrator applications, and “dog” public hearing

The City Council will hold a Closed Session on Thursday, June 13, 2013 at 5:00 p.m. in the Conference Room of City Hall to review City Administrator applications.

The next regularly scheduled council meeting was set for July 8, 2013 at 5:00 p.m. in the Wells Community Center, Council Chambers.

Councilmember Seedorf made the motion to adjourn the meeting with a second from Councilmember Robbins. Meeting adjourned.

Mayor Ronald Gaines

Deputy City Clerk Debra Redman