

MEETING MINUTES

CLARA CITY CITY COUNCIL SPECIAL MEETING

Tuesday
April 16, 2019
6:30 PM

CITY HALL COUNCIL CHAMBERS CLARA CITY, MINNESOTA

Members present: Gary Nelson, Nathan Speiser, Rhonda Pieper, Jeffrey Davids and Victor Sparks

Members absent: None

Staff present: Windy Block (City Administrator), Judy Gosseling (Finance Director), Julie Aalfs (Deputy Clerk), Jeff Stager (Public Works Director)

Others present: Sam Peterson (CC Herald) and John Graupman (Bolton & Menk)

1. Call to Order—By *Mayor Gary Nelson at 6:30 p.m.*

***Note:** This meeting is being officially recorded. Any and all commentary must be communicated through the microphones at the Council and Staff tables or through the microphone attached at the speaker's podium.*

2. Additions/Deletions/Modifications to Agenda

***Action taken:** M/S/P 5-0 (Pieper/Davids) to approve the Meeting Agenda with the addition of the following Agenda Item(s): No. 9 (A-1) Digester Repair, No. 9 (C) Prairie Five Rides, No. 9 (D) New Money Market Account for future housing development, No. 9 (E) Resolution Requesting Comprehensive Road and Transit Funding, No. 9 (F-1) Purchase of Tables and Chairs for the City Chambers and Community Room, and No. 9 (F-2) Repair of the 2005 Elgin Street Sweeper.*

3. Approval of Minutes—*None.*

4. Notices and Communications—*None.*

5. Approval of Consent Agenda—*None.*

6. Reports from Officers, Commissions, and Committees—*None.*

7. Reports from Staff and Administrative Officers—*None.*

8. Public Hearing—*None.*

9. General Business

9. (A) Consideration of receiving a plan and recommendation for the comprehensive repair and rehabilitation of the City's Wastewater Treatment Plant (WWTP) as developed by John Graupman, P.E., of Bolton & Menk. It was noted that this consideration may also involve an examination of the suggested financing mechanism for the

payment of such improvements. Mr. Graupman presented a four-page proposal for Final Design and Construction services, dated April 16, 2019, and walked the Council through the content of said proposal, answering questions along the way.

Action taken: M/S/P 5-0 (Speiser/Davids) to accept and approve the Engineering Proposal for Final Design and Construction Services as outlined by John Graupman, P.E., Bolton & Menk, in a letter of proposal dated April 16, 2019, thereby acknowledging the start of the design work for the comprehensive repair and rehabilitation of the Waste Water Treatment Plant, also to be henceforth known as Project No. M25.116998, and to initiate the direct ordering of major repair/improvement parts by the City.

9.(A) 1. Consideration of approving the action plan for the mitigation of damages to the lid of the primary digester at the Wastewater Treatment Plant (WWTP). This plan was drafted by John Graupman, P.E., and has been reviewed and approved by Carol Geiger, Senior Claims Adjuster for the LMCIT. The claim documentation was provided and reviewed.

Action taken: M/S/P 5-0 (Speiser/Sparks) to approve the plan as drafted by John Graupman, P.E., Bolton & Menk, for the removal and disposal, if approved by the City's insurance carrier, of the damaged digester cover and associated sections by KHC Construction, Marshall, MN, at the quoted cost of \$27,000.00.

9. (B) Consideration of a possible recommendation from the Care Center Subcommittee regarding the appointment of a selected and qualified candidate as the permanent Director of Nursing. Currently, Malana Niemeyer has been gracious and helpful in serving as the Interim Director of Nursing in order to allow the agency to get to a position of finding a permanent replacement. Subcommittee Members Nathan Speiser and Gary Nelson reported on the recommendation.

Action taken: M/S/P 5-0 (Sparks/Davids) to approve, per the recommendation of the Care Center Subcommittee, the appointment of Malana Niemeyer as the Director of Nursing (DON) for the Clara City Care Center, a full-time and exempt position, with an annual wage of \$79,040, and with the understanding that there will be an employee review conducted at the end of the fourth quarter of 2019.

9. (C) Consideration of the request from a representative of Prairie Five Rides for financial assistance in providing a continued bus presence in Clara City. This Agenda Item is conditioned on the availability, which is unknown as of this drafting of the Agenda, of a representative from Prairie Five Rides.

Action taken: This consideration of request has been tabled due to the fact that the representative from Prairie Five Rides is unavailable until the regular City Council meeting on May 14, 2019. Therefore, no official action was taken nor requested.

9. (D) Consideration of approving the setting up by staff of a new Money Market Savings (MMS) account at Citizens Alliance Bank for "future housing development" with four designated signors, including the Mayor, Finance Director, Deputy Clerk, and City Administrator. This will facilitate the transfer of the designated portion of the left-over funds in the Hawk Creek Debt Service account per the action taken by the City Council at the April 9, 2019 Regular Meeting.

Action taken: M/S/P 5-0 (Speiser/Pieper) to approve the opening of a new MMS with an approximate amount of \$82,500 from the remaining Hawk Creek Acres Debt Service funds that are now to be designated for "future housing development."

9. (E) Consideration of adopting City Resolution No. 2019-023 "A Resolution Requesting Comprehensive Road and Transit Funding." This is a League of Minnesota (LMC) initiative which is focused on creating a reliable dedicated funding source to support the mobility and economic vitality of Minnesota's communities.

Action taken: M/S/P 5-0 (Pieper/Davids) to approve the adoption of Resolution No. 2019-023 "A Resolution Requesting Comprehensive Road and Transit Funding."

9. (F) Consideration of approving the expenditure of funds for two ongoing projects as follow:

1. Purchase of tables and chairs for the Community Room and Council Chamber, City Hall.

Action taken: *M/S/P 5-0 (Pieper/Davids) to approve the purchase of new tables and chairs for the Community Center and City Council Chamber, with a maximum cost of \$25,000 as reflected in the adjusted 2019 General Fund Budget.*

2. Repair of the Street Sweeper for the Public Works Department.

Action taken: *M/S/P 5-0 (Speiser/Pieper) to approve the implementation of the approximate \$15,000 of repairs to the City's 2005 Elgin Street Sweeper in an effort to gain its longevity of service.*

10. Approval for the Payment of Claims and Appropriations

10. (A) Consideration for the approval of the City's Verified Claims for the period ending April 9, 2019

Action taken: *M/S/P 5-0 (Speier/ Pieper) to approve the \$304,974.80 of Verified Claims for the period ending April 9, 2019, as presented by Finance Director Judy Gosseling.*

11. Appearance of Interested Citizens—*None.*

12. Announcements—Mayor Nelson reminded the Councilors of the following:

12. (A) The next Regular Meeting of the City Council will be on Tuesday, May 14, 2019, 6:30 pm, in the City Hall Chamber.

13. Adjournment—*Upon recognizing that there was no additional business to be considered, Mayor Nelson, without objection, declared this Special Meeting of the City Council to be adjourned at 7:24 pm.*