

**City of Hill City**  
**Regular Council Meeting**  
**June 14, 2016**

**1. Call to Order/Pledge of Allegiance/Roll Call**

- A. Mayor Baker called the meeting to order at 6:00 p.m.
- B. Everyone joined in the Pledge of Allegiance.
- C. The following persons were present: Mayor Larry Baker, Council Members Nate Rollins, Dave Lange, Tina Haugen and Audrey Baratto.

**2. Consent Agenda**

Motion made by Rollins to approve the Consent Agenda as presented, second by Lange. Motion carried with all members present voting in favor.

**3. Public Forum**

**A. Nancy Grabko-Small Cities Development Program Grant**

Nancy Grabko from Community Fundraising Solutions (CFS) was present to have the Council approve a number of pre-grant requirements which are:

- 1. Revised contract between the City of Hill City, Community Fundraising Solutions (CFS) and the Aitkin County Housing and Rehabilitation Authority.
- 2. Policy & Procedures for Housing and Rental Policy & Procedures.
- 3. Drug Free Workplace Policy
- 4. Prohibition of Excessive Force Policy.
- 5. Residential Anti-displacement and Relocation Assistance Plan
- 6. Section 3 Plan
- 7. Income Reuse Plan
- 8. Hill City Citizen Participation Plan
- 9. Notice of Intent to Release Funds

Motion made by Lange to approve the nine above pre-grant requirements, second by Rollins. Motion carried with all members present voting in favor.

Nancy Grabko from CFS also informed the Council that she would be holding informational meetings sometime at the end of June and another one in July for the citizens of Hill City for more information on the grant. Nancy would also like to see a direct mailing sent out to inform every one of these meetings.

**B. Bill Klennert – Hill City Chamber of Commerce**

Bill Klennert let the Council know that for this 4<sup>th</sup> of July the Chamber would be adding a water slide for kids for which they will need to hook up to some water source. The Chamber would like to have the usual streets closed for three days over the 4<sup>th</sup> of July. Bill also asked if George and Pat from Maintenance could clean up the sawdust after the kids are through going through it. Also there will be a street dance.

Motion made by Baker to approve street closings, water for the water slide and sawdust clean up, second by Baratto. Motion carried with all members present voting in favor.

- C. Nanci Blanchard was present about a complaint she had submitted in regard to Council member Haugen. These complaints were in regard to the hiring of the Police Chief and with not having hired

Tammy Root for the Park Attendant position. (The Council had not yet made a decision on the hiring of the Park Attendant as this is on the agenda for this meeting).

Council member Baratto stated that she feels there are problems with the committees that have been set up as Council members that are not on the committees have no idea of what is going on with the different committees.

#### **4. Addition or Corrections to the Agenda**

There were no corrections or additions to the agenda.

#### **5. Reports**

##### **Maintenance/Water/Sewer/Parks/Airport/Streets**

- Head Maintenance/Public Works, George Casper reported that there had been one complaint in regard to a chlorine smell in their water. Water samples were taken from the house next door also and they both were tested and both water samples were within the required limits.
- Everything in sewer is going fine, but they will be rehabbing more manhole covers.
- City Engineer, Bob Beaver, has taken measurements and will be drawing up a blueprint for the new RV sites in the park. When these are completed Casper will get these to Seth Amundson who will be doing the plumbing so he can get the necessary permits from the Dept. of Health. Casper also said that he would be “dressing up” the sites in the new section before the 4<sup>th</sup> of July and that campers/RV’s could stay there for tent site rates as there is no electricity, water or sewer yet.
- Casper said that people/kids are busting the no swimming signs that are on the fishing pier and that these are going to have to be replaced again.
- There was a “poker run” at the airport this past Saturday where 17 airplanes landed, picked up a card and left to the next airport in the “run”. Casper said that the pilots had said that Hill City’s airport was the best one out of the five that they had landed in.
- Dust control has been done on the streets.

##### **Fire Department**

- Ron Saxton from the Fire Dept. reported that there were 36 pages in the bid specs. For the fire hall addition and requested permission to put out for bids pending any minor changes to the bid specs.

Motion made by Baker to approve the Fire Dept. to put out for bids pending minor changes being made to the bid specs., second by Rollins. Motion carried with all members present voting in favor.

- Saxton reported that they had went with the Baratto Bros. for the project managers. \$20,000.00 had previously been approved for this through the bid awarding process. They hope to put out for bids on Monday, June 20<sup>th</sup>. Ron Saxton also explained that they would also be needing a signer for some documents before the next Council meeting.

Motion made by Rollins to approve Mayor Larry Baker as the approved signer for this project, second Baker. Motion carried with all members present voting in favor.

- Ron Saxton requested a Special Council meeting on July 18<sup>th</sup> at 6:00 p.m. for the bid approval. Also, they hoping for ground breaking on August 1, 2016.
- Asst. Fire Chief Boleman said that there was one call last month and that the Fire Dept. was looking at upgrading their air compressor system. They have not yet got any prices on this upgrade.

##### **Police Department**

- Mayor Baker welcomed and introduced the new Hill City Police Chief, Joshua Kimball.
- Police Chief Kimball read the May stats out loud.

- Police Chief Kimball let the Council know that the Police Department was short one radio. The cost of a new radio would be \$3,114.75.

Motion made by Baker to approve the purchase of another police radio at the cost of \$3,114.75, second by Haugen. Motion carried with all members present voting in favor.

### **Mayor**

- Mayor Baker thanked the girls in the office for all of their work on the grant.

### **Clerk**

- Clerk McManigle reported that her and Deputy Clerk Tami Meyer has been to training in Bemidji on for the DEED Small Cities Development Program grant.
- Clerk McManigle was going to be on vacation the last week of June and Deputy Clerk Meyer was going to be on vacation for two weeks in July.

### **Council**

- The Council had nothing to report.

### **Committees: Personnel, Facilities/Equipment and Land Use**

- There were no committee reports from the Personnel Committee or from the Facilities Committee.
- The Land Use Committee had a Building Permit for Chappy's that they felt needed to come in front of the full Council as it would need to be rezoned before the permit could be approved. Because the house is due to be delivered soon, Trish Olson asked if it was okay for them to pour the slab and have the water and sewer installed.

Motion made by Baker to approve Chappy's to pour the slab and install the water and sewer as long as the people installing the water and sewer were insured, bonded and they had a Master Plumber, also they needed to set-up a rezoning Public Hearing, second by Baratto. Motion carried with all members present voting in favor.

Motion made by Rollins to set the Rezoning Public Hearing for Monday, June 27, 2016 at 6:00 p.m. in the Community Room, second by Haugen. Motion carried with all members present voting in favor.

Council member Baratto told the Council that she had contacted Becky from Aitkin County in regard to someone in her neighborhood that was changing the course of storm water. Becky had not yet returned Baratto's call.

## **6. Old Business**

### **A. Park Attendant(s)**

Council member Haugen told the Council that there had been three applications turned in for the Park Attendant position, two of which were teenagers. There was discussion in regard to the teenagers working alone and the Council was not comfortable with that.

Motion made by Lange to offer Tammy Root the Park Attendant position at \$33.49 per day, second by Baker. Baker amended the motion to also hire a student in a part-time position to help Tammy Root during busy times. Motion carried with all members present voting in favor.

### **B. Drug Policy**

This was covered with the city adopting the Drug Free Workplace Policy for DEED.

### **C. Thein Well – George Casper**

George Casper had stepped out of the meeting to call Tammy Root to see if she would accept the Park Attendant position.

**7. New Business**

**A. Council pay for which meetings**

There was a question of which special meetings Council members got paid for. They currently get paid \$100.00 a month plus \$25.00 per special meeting.

Motion made by Rollins that Council receives \$25.00 per special meeting if the special meeting falls on days other than the regular Council meeting days, second by Baker. Motion carried with all members present voting in favor.

**Old Business**

**Thein Well – George Casper**

Casper has gotten a quote to inspect well 3 and the hi-service pumps as preventative maintenance. The money for this can come out of the water improvement fund. Casper would like to see the hi-service pumps put on a rotating schedule for maintenance.

Motion made by Rollins to do one hi-service pump this year, second by Haugen. Motion carried with all members present voting in favor.

Motion made by Rollins to do preventative maintenance on all three pumps over a three year period, second by Baker. Motion carried with all members present voting in favor.

**Park Attendant**

Tammy Root arrived at the meeting.

Council member Haugen offered Tammy Root the Park Attendant position at \$33.49 per day. Also, 2 teenagers could work with her on busy holidays. Tammy Root would keep track of their hours. Tammy Root accepted the position as seasonal Park Attendant.

Motion made by Rollins to pay the teenagers \$7.50 per hour, second by Baratto. Motion carried with all members present voting in favor.

Tammy Root would start on June 15, 2016.

Motion made by Rollins to adjourn the meeting at 7:50 p.m., second by Baratto.

Respectfully Submitted:

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Diana McManigle, Clerk/Treasurer

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Larry Baker, Mayor