

City of Hill City
Regular Council Meeting
May 10, 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 Haugen. 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 let the Council know that the City of Hill City has been awarded the Small Cities Development Program Grant that was applied for in the amount of \$479,550.00 for owner-occupies and rental housing rehabilitation. Hill City received the full amount that was applied for. There were 32 communities in the State of Minnesota that were awarded funding.

Nancy Grabko had written the original grant for Hill City and presented the Council with a contract between the City of Hill City and with Community Fundraising Solutions, LLC to provide technical and administrative assistance to the City in carrying out the residential and rental rehabilitation activities under the grant program. Community Fundraising Solutions will be paid through the grant itself.

Motion made by Rollins to approve and sign the contract with Community Fundraising Solutions pending City Attorney Approval, second by Lange. Motion carried with all members present voting in favor.

Motion made by Baker to adopt the Fair and Equal Housing Policy, second by Haugen. Motion carried with all members present voting in favor.

Nancy Grabko also had copies of a “draft” of the Minnesota Department of Employment and Economic Development (DEED) Small Cities Development Program (SCDP) Owner-Occupied Rehabilitation Policies and Procedures that were given to the Council to look over before the June Council meeting.

B. Kristian Myers-Insurance

The City’s insurance agent, Kristian Myers from Woodland Insurance, was present and went over the past claims to the city’s insurance and explained how the dividend refund was calculated based on those claims. He also read the denial letter from the League of Minnesota Insurance Trust in regard to an incident with a city grate that resulted in a fall. Kristian told the Council that they are not Claims Adjusters and should never tell someone that the city would “take care of it”. The denial letter stated that there was no liability to the city as the city was not negligent in any way. Council member Lange still felt that the city was liable and that the claim should be paid. Kristian said that he could pursue this further if the Council voted on it for him to do so. Everyone on the Council, except Council member Lange, said that they understood that the city was not liable and that there was no need to pursue this

issue any further. Kristian gave Council member Lange the Claims Adjuster's name and phone number for him to call if he any further questions.

Motion made by Rollins not to waive the monetary limits on municipal tort liability established by MN Statue Sec. 466.04, second by Haugen. Motion carried with all members present voting in favor.

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 the solar lights were up on the Welcome to Hill City signs on the south and north ends of town.
- There were 6 new water meters bought.
- Casper said that at budget time he wanted to start budgeting to replace water meters on a rotation basis until all of the water meters have been replaced.
- A new cover for a pump at the sewer pond had to be replaced.
- The annual maintenance on the lifts stations are going to be done on Wednesday, May 11, 2016.
- Casper got the Hill Lake park opened up last week. On Friday, May 6, 2016 Aitkin County inspected the park and Casper found out that an application needed to be completed for Aitkin County to add more RV sites. Also a plumbing plan will need to be done for the MN Dept. of Health so this may delay the addition of the 6 new sites.
- The City of Remer had let Hill City use their pull behind roller at the airport to repair some areas. Black dirt still needs to be brought into the airport.
- Casper was going to have the dust control done on the streets this week, but since it was raining it would probably have to wait until next week. This will be the earliest that the dust control has been on the city streets.
- Casper needs to put out for bids for Class 5 this year. He will be doing it by what is budgeted.
- Council member Rollins asked Casper what was happening with Gilbertson's broken sewer line. Casper had contacted Gilbertson's son and told him that the sewer line was broken and would need to be repaired. Casper also stated that the broken sewer line is a private line and not a city line.

Fire Department

- Fire Chief Nelson reported that there were 1 or 2 calls last month. The Fire department had done a house burn on Stoner Ave. and that went very well.
- Nelson also told the Council that the SCBA bottles are expiring and that the department was buying 6 new ones a year until they are all replaced. The cost for 6 new SCBA bottles is approximately \$5,300.00 of which \$2,000.00 was budgeted for and the rest would be coming out of the Fire Depts. Equipment fund.

Motion made by Rollins to approve the Fire Dept. to purchase 6 new SCBA bottles at the approximate cost of \$5,300.00, second by Baker. Motion carried with all members present voting in favor.

- Dan Kingsley from the Fire Dept. Building Committee was present and told the Council that they had run into a few technical difficulties with the Fire Hall addition. At a previous meeting the Fire Dept. was approved to spend up to \$15,000.00 to do the process of getting the bids on the addition. Kingsley said that he would like the Council to amend this motion to raise the amount to \$20,000.00 in case it was needed to continue with the bids process and oversee the project. Dan Kingsley also let the Council know that there was a meeting on Monday, May 16, 2016 at 2:00 p.m. with the Baratto Brothers on the project. Council member Haugen asked if a Council member or two should be there and Kingsley said that would be a very good idea.

Motion made by Baker to amend the motion made at a previous meeting to raise the dollar amount from \$15,000.00 to \$20,000.00 for the bids process for the Fire Dept. addition, second by Haugen. Motion carried with all members present voting in favor.

Kingsley also let the Council know that the land survey was not yet completed.

Police Department

- Police Chief Madsen had the PD Monthly report.
- Police Chief Madsen told the Council that he would be willing to extend his resignation until a new Chief of Police was hired if it would help. He said that he may not be able to get a full 40 hours in due to the other job he has taken, but between him, Jeremy Nelson, Ron Saxton, Tony Meyer and Paul Rosier the Police Dept. would be covered.

Motion made by Rollins to extend Police Chief Madsen's contract until the hiring process and training of the new Police Chief is completed, second by Haugen. Motion carried with all members present voting in favor.

- Police Chief Madsen said that he was made aware that a part-time Police Officer was upset because he was not being worked in Hill City. Chief Madsen said that he has text messages on his telephone that any of the Council are welcome to see asking this individual to work and that Madsen did not receive any responses back. Also, why would Madsen want to work someone that has publicly "blasted" both Chief Madsen and the city. This is not behavior becoming to a law enforcement officer. The Council was unaware that Madsen had attempted to contact this part-time officer and not getting any responses and understood Chief Madsen not working him.

Mayor

- Mayor Baker said that there was the greatest crew working for the city and he wanted to thank them for all of their hard work.

Clerk

- Clerk McManigle said that the office has been busy with campground reservations. There are many weekends that are completely booked and the first two weeks of July are completely booked.
- McManigle asked the Council if it was okay to close City Hall on June 7, 2016 for her and Deputy Clerk Meyer to attend all day training in Bemidji for the Small Cities grant with DEED. The Council said that this was fine.

Committees: Personnel, Facilities/Equipment and Land Use

- There were no committee reports.

6. Old Business

A. Wifi at Hill Lake Park

This was tabled until the June 14, 2016 meeting.

B. Drug Policy

This was tabled until the June 14, 2016 meeting.

C. Garage size

The MN Basic Code of Ordinances does not need to be changed.

D. Fire Hall Addition

This was discussed earlier in the meeting.

7. New Business

A. Election Judge Pay

Deputy Clerk Meyer had put together a spread sheet of election judge pay from surrounding cities, townships and other cities throughout the state. Hill City's pay is right in the "ballpark" with other cities election judge pay, possibly a little lower.

Motion made by Rollins to increase the Head Judge pay to \$12.00 per hour and regular election judge pay to \$11.00 per hour, second by Baker. Motion carried with all members present voting in favor.

B. Park job, speed bumps and "Kids at Play" sign

Council member Haugen said that she would like to see plastic speed bumps in the Hill Lake Park because of people speeding through the park. She would also like to have a "Kids at Play" sign made that is larger than normal and placed "higher" so that it would be seen better. Also, Haugen asked the rest of the Council for their ideas on someone to work in the Hill Lake Park this summer. At present time there were no good prospects for the **Park Host** position. Tammy Root from last year was interviewed and she said that she would do the job at her old rate of pay. The main concern with this was that she had already accepted a full-time babysitting job and there probably would be times when the kids would be with her while she was working in the park which could cause some insurance issues. There was talk of re-advertising the position as a paid position versus the Host receiving a stipend with a free RV site. There was also talk of contacting the Grand Rapids Park and Rec. department to see how they find summer help or also contacting a temp. agency. Council member Haugen also felt that the purchasing of kayaks, canoes and paddle boards until next year because of the issue with hiring a Park Host/Attendant. Everyone agreed with this. There was also talk of how old someone needed to be in order to work around cleaning supplies, etc. Council member Haugen was to contact temp. agencies and Grand Rapids Park & Rec.

C. SCBA Purchase

This was taken care earlier in the meeting.

D. Large Assembly Application – High Lifters

Motion made by Rollins to approve the Application for Large Assembly License from Aitkin County for High Lifter Products, Inc. dba Mud National Events, LLC. For June 9th – 12th, 2016 at 400 Quadna Road, Hill City, MN, second by Baker. Motion carried with all members present voting in favor.

Traci Eng from the High Lifter ATV Mud Nationals had also sent a letter requesting that the Airport Road be closed from Wednesday, June 8 at 8 a.m. until Saturday June 11th at 8 p.m. Clerk McManigle had contacted the FAA and they had sent an email stating that they objected to the closing of the airport road for an event at Quadna Mountain. As part of the grant assurances, airport sponsors promise to keep the airport open to the public. The public access to the airport is through the airport road and asking airport users to drive around through the event at Quadna Mountain places a barrier to the users of the airport that is inconsistent with the agreement to keep the airport open to the public.

George Casper had an estimate from Thein Well to pull and inspect well 3, as well as pull and inspect a hi-service pump that Casper wanted tabled until the June 14, 2016 meeting.

Motion made by Rollins to adjourn the meeting at 7:28 p.m., second by Baratto.

Respectfully Submitted:

Diana McManigle, Clerk/Treasurer

Larry Baker, Mayor