

Detroit Lakes, Minnesota
February 10, 2015

The regular meeting of the City Council was called to order in the Council Chambers of the City Administration Building at 5:00 P.M., February 10, 2015; all members of the City Council having been notified of the meeting and the business to be transacted.

Present: City Administrator Robert Louiseau; City Clerk Glori French; Police Chief Tim Eggebraaten; City Attorney Charles Ramstad; City Engineer Jon Pratt; Public Utilities General Manager Vernell Roberts Community Development Director Larry Remmen; Public Works Director Brad Green; Finance Officer Pamela Slifka; Building Official Dave Neisen; Public Utilities Supervisor Amy Olson; and Liquor Store Manager Randy Buhr; Delrae Chivers

Aldermen: Aune, Imholte, Marks Erickson, Schiller, Schurman,
Sukke, Waller, Wenner and Zeman

Absent: Mayor Brenk

There being no corrections to the minutes of the Annual City Council Meeting held January 6, 2015 and the regular City Council Meeting held on January 13, 2015, Vice Mayor Zeman declared the minutes would stand approved according to copies sent to each member of the Council.

Patrick Hollister with Partnership4Health appeared before the Council with the request to receive a letter of support for a grant request that will be submitted to BlueCross Blue Shield of Minnesota. Vice Mayor Zeman signed the letter of support and presented it to Patrick Hollister.

In accordance with public notice properly given, Vice Mayor Zeman called to order a public hearing to receive comment on the Peter Street and Fortune Avenue Reconstruction Projects. There being no oral or written comments received regarding the proposed improvement project, Vice Mayor closed the hearing

A motion was made by Alderman Waller to approve the resolution ordering reconstruction improvements and preparations of plans and specifications for those projects. City Engineer Jon Pratt discussed the current conditions, suggested improvements and cost associated with the project. Dave Waltey from BTD appeared before Council to thank them for the effort regarding this project. Without further discussions, the hearing was closed at 5:20 P.M. The motion to approve the resolution was seconded by Alderman Sukke and carried without a dissenting vote. The Vice Mayor declared Resolution 0210 adopted.

Upon the recommendations of the Community Development Committee, a motion was made by Alderman Imholte, seconded by Alderman Sukke and carried, without a dissenting vote, approving the variance application for 1014 Villa Lane, submitted by Naomi Erickson. The Vice Mayor declared resolution 0210A adopted.

Pursuant to the recommendations of the Planning Commission which were submitted to the Council, and the recommendations of the Community Development Committee, a motion was made by Alderman Imholte to approve the resolution in the matter of approving the final plat of the replat of Outlot A in Long Bridge Heights. Alderman Marks Erickson abstained from voting. The motion to approve the Resolution was seconded by Alderman Sukke and carried without a dissenting vote. Vice Mayor Zeman declared resolution 0210B adopted.

Pursuant to the recommendation of the Community Development Committee, a motion was made by Alderman Sukke, seconded by Alderman Waller and carried, without a dissenting vote, that the building permits for the month of January, 2015 in the estimated construction value of \$3,466,357.00 to be issued pursuant to their applications accompanied by the required City fees and State surcharges, the issuance of such permits having been recommended by the Building Official and approved by the Community Development Committee.

The Public Works Committee introduced the request submitted by Mark Beug to establish time limit parking for the seven (7) spaces located by Beug's Ace Hardware and Price's Jewelers. The Council took no action at this time.

Upon the recommendations of the Public Works Committee, a motion was made by Alderman Waller to deny the request submitted by Verizon to erect a cell tower in the City Park. The motion to deny the request was seconded by Alderman Imholte and carried without a dissenting vote.

Upon the recommendation of the Public Works Committee, a motion was made by Alderman Imholte, seconded by Alderman Sukke and carried, without a dissenting vote, approving a transient merchant license to Parenteau's OOF-DA-TACOS, 22724 355th Street SE Erskine for 19-24 days from May 2014 through October 2015, operating only in designated areas.

Upon the recommendation of the Public Works Committee, a motion was made by Alderman Imholte, seconded by Alderman Sukke and carried, without a dissenting vote approving the request from the Simply Pink Truly Teal Breast & Ovarian Cancer Race Committee to use the City park and roadways according to the application for the event on May 8, 2015 and May 9, 2015.

Upon the recommendation of the Public Works Committee, a motion was made by Alderman Imholte, seconded by Alderman Sukke and carried, without a dissenting vote authorizing the Detroit Lakes Regional Chamber of Commerce to use the City Park for the 37th Annual Arts and Crafts Event on Sunday, July 26, 2015.

City Engineer Jon Pratt gave a project status report on various projects throughout the City. A motion was made by Alderman Imholte, seconded by Alderman Sukke and carried, without a dissenting vote, approving the report.

Upon the recommendations of the Finance Committee a motion was made by Alderman Marks Erickson, seconded by Alderman Wenner and carried without a dissenting vote approving the 2015 fee schedule for the Detroit Lakes Country Club.

Pursuant to the recommendations of the Finance Committee a motion was made by Alderman Marks-Erickson, seconded by Alderman Waller and carried without a dissenting vote approving the miscellaneous purchases from Leighton Broadcasting Company for 2015. The Vice Mayor declared Resolution 0210D adopted.

Upon the recommendations of the Finance Committee a motion was made by Alderman Marks-Erickson, seconded by Alderman Sukke and carried without a dissenting vote approving the miscellaneous purchases from Swanson Repair Incorporated for 2015. The Vice Mayor declared resolution 0210E adopted.

A motion was made by Alderman Imholte, seconded by Alderman Sukke and carried without a dissenting vote that the trial balance, submitted by Finance Officer Pamela Slifka, showing a balance in the City treasury to be in the amount of \$6,230,056.08 as of January 31, 2015, be accepted, approved and placed on file.

Pursuant to the recommendations of the Finance Committee, a resolution was introduced by Alderman Imholte, who moved its adoption, approving the payment of claims paid by proper authorization covering the period January 14, 2015 through February 9, 2015 in the amount of \$8,345,119.92 the motion for the adoption of the resolution was seconded by Alderman Sukke and carried without a dissenting vote. The Vice Mayor declared Resolution 0210K adopted.

Upon the recommendations of the Finance Committee a motion was made by Alderman Marks Erickson, seconded by Alderman Wenner and carried without a dissenting vote to approve the purchase of insurance agent services from Markuson Baer Insurance for 2015-2017. Vice Mayor declared Resolution 0210F adopted.

Alderman Marks Erickson called on City Engineer Jon Pratt to discuss the Hwy 59/10 Reconstruction Project. Pratt noted that he has reviewed the contact with MNDOT and he finds it acceptable as it is in line of what the City had expected. Pratt also noted that it outlines the various responsibilities of the City and State and most importantly, the allocation of the cost between the City and State associated with the project. He mentioned that the City will incur other costs, beside those shared with MNDOT for utility work started last fall. In response to City Engineer Pratt's discussion, Alderman Imholte expressed his concern about the cost of the project, especially the cost of the tunnel in the approximate amount of \$1,000,000.00. He believes that the tunnel will be inefficient and it will be of a greater benefit to MNDOT than the City. For this reason MNDOT should be responsible for the cost of it. Pursuant to the recommendations of the Finance Committee a motion was made by Alderman Marks Erickson, seconded by Alderman Wenner and carried with one dissenting vote from Alderman Imholte approving the Cooperative Agreement with MNDOT for the Hwy 10/59 Reconstruction Project. Vice Mayor declared resolution 0210M adopted.

Upon the recommendations of the Finance Committee a motion was made by Alderman Marks Erickson, seconded by Alderman Wenner and carried without a dissenting vote to approve the resolution amending Section 210 of the City Code, Section 702 adding 3 liquor licenses: On-Sale brew Pub Malt Liquor, Off-sale Brewer Malt Liquor and On-Sale Brewer Taproom. Vice Mayor declared Resolution 0210G adopted.

Pursuant to the recommendations of the Finance Committee, Alderman Marks Erickson introduced the request submitted by Becker County Veteran Service Office to waive the Arena rental fee for their StandDown event on April 23, 2015. City Administrator Louiseau noted that the event is support of veterans returning to the Community and Detroit Lakes is a Yellow Ribbon Community and dedicated to help veterans. The motion to approve the request was seconded by Alderman Sukke and carried without a dissenting vote.

Upon the recommendations of the Finance Committee a motion was made by Alderman Marks Erickson and seconded by Alderman Wenner to approve the purchase of a new squad car from Webber Ford in the amount of \$26,199.00. The purchase is a budgeted item.

Upon the recommendations of the Finance Committee a motion was made by Alderman Marks Erickson and seconded by Alderman Waller to approve the transfer of \$16,500.00 from the General Fund to the Airport Fund. The Vice Mayor declared Resolution 0210H adopted

Upon the recommendations of the Finance Committee a motion was made by Alderman Marks Erickson and seconded by Alderman Wenner to approve the annual transfer of \$484,500.00 from the Liquor Fund to the General Fund. The Vice Mayor declared Resolution 0210I adopted.

Upon the recommendations of the Finance Committee a motion was made by Alderman Marks Erickson and seconded by Alderman Wenner to approve the loan transfer of \$80,000.00 from the Liquor Fund to the Equipment Fund for the purchase of ARMER radios for the Police Department. The Vice Mayor declared Resolution 0210J adopted.

A final payment in the amount of \$192, 756.88 was authorized for Hough, Inc. for the Minnesota and McKinley Street Improvement Project.

Upon the recommendations of the Liquor/Gambling Control Committee, a motion was made by Alderman Wenner, seconded by Alderman Sukke and carried without a dissenting vote to approve the summary of publication of Ordinance 386 relative to liquor, beer and wine licenses.

Upon the recommendation of the Liquor/Gambling Control Committee, a motion was made by Alderman Imholte, seconded by Alderman Sukke and carried, without a dissenting vote, approving the gambling application submitted by the Detroit Lakes Fire Relief Association to conduct a raffle at the National Guard Armory on March 21, 2015.

Upon the recommendation of the Liquor/Gambling Control Committee, a motion was made by Alderman Imholte, seconded by Alderman Sukke and carried, without a dissenting vote,

approving the gambling application submitted by the Marshmallow Foundation to conduct a raffle at Zorbaz, 402 West Lakes Drive, on March 22, 2015.

Upon the recommendation of the Liquor/Gambling Control Committee, a motion was made by Alderman Imholte, seconded by Alderman Sukke and carried, without a dissenting vote, approving the gambling application submitted by the Knight's of Columbus #3166 to conduct a raffle at Holy Rosary Church, 1043 Lake Avenue, on August 16, 2015.

Pursuant to the recommendations of the Liquor/Gambling Control Committee a motion was made by Alderman Imholte, seconded by Alderman Sukke approving the issuance of a Temporary On-Sale Intoxicating License to the Detroit Lakes Jaycees for their event held on February 14, 2015 at the Detroit Lakes Pavilion.

Pursuant to the recommendations of the Liquor/Gambling Control Committee a motion was made by Alderman Imholte, seconded by Alderman Sukke approving the issuance of a Permit to consume to the Old Timers Hockey Group for the Hockey Tournament on February 27- March 1, 2015 at the Arena.

Upon the recommendations of the Public Utilities Committee, a motion was made by Alderman Imholte and seconded by Alderman Sukke approving the GIS Request for Qualifications.

Upon the recommendations of the Public Utilities Committee, a motion was made by Alderman Imholte to approve the resolution accepting the Facility Plan for the Wastewater Treatment Facility and authorizing submitting the facility plan to MPCA. The motion to approve the resolution was seconded by Alderman Sukke and carried without a dissenting vote. Vice Mayor Zeman decaled Resolution 0210L accepted. Public Utilities General Manager Vernell Roberts gave a brief review of the project cost and starting date. Mr. Roberts noted that the project will begin in 2018 and should be completed around the end of 2020 with the approximate cost of the project of \$30.5 million.

A motion was made by Alderman Imholte, seconded by Alderman Sukke and carried, without a dissenting vote, that the Becker County Court Report of \$3435.75 for December, Chief of Police Monthly Report, Animal Control Monthly Report, Fire Monthly Report, Liquor Store Manager's Monthly Report, Nuisance Monthly Report and Parking Violations Monthly Report be approved and placed on file.

A motion was made by Alderman Imholte and seconded by Alderman Sukke and carried without a dissenting vote, approving the following license for 2015:

Fertilizer Licenses:

Laker Chemical, Inc., Db a team Lab

Plumbing Licenses:

Wokasch Plumbing

Metropolitan Mechanical Contractors

City Administrator Louiseau informed the Council about the updated Personnel Policy relative to the acceptable use of the City of Detroit Lakes Information Technology Equipment. He noted that this was necessary because of the implementation of new technology. A motion was made by Alderman Imholte to approve amendments to Section 38 of the Personnel Policy relative to the acceptable use of the City of Detroit Lakes Information Technology Equipment. The motion was seconded by Alderman Waller and carried without a dissenting vote.

City Administrator updated the City Council regarding amending the Personnel Policy relative to Fragrances In the Workplace, which addresses City employees not to wear fragrances as it may be offensive to people who have sensitivity to it. It is not a mandatory policy but an advisory item to make employees aware that this could be an issue. A motion to amend the Personnel Policy relative to Fragrances In the Workplace was introduced by Alderman Imholte, seconded by Alderman Waller and carried without a dissenting vote.

Upon the recommendations of City Clerk French and City Administrator Louiseau, a motion was made by Alderman Imholte to add Data Practices Act of the Detroit Lakes Personnel Policy. The motion was seconded by Alderman Waller and carried without a dissenting vote.

Upon the recommendations of Vice Mayor Zeman, a motion was made by Alderman Aune, seconded by Alderman Sukke and carried without a dissenting vote, appointing Shawn Nygaard to the Detroit Lakes Planning Commission; term will expire on 02/28/2018.

Upon the recommendations of Vice Mayor Zeman, a motion was made by Alderman Sukke, seconded by Alderman Waller and carried without a dissenting vote, appointing Matt Boeke to the Detroit Lakes Planning Commission; term will expire on 02/28/2018.

There being no further business to conduct, by general consent, the Vice Mayor adjourned the meeting at 7:00 P.M.

Respectfully submitted,

A handwritten signature in cursive script that reads "Glori French".

Glori French
City Clerk