

Detroit Lakes, Minnesota
November 30, 2016

The Special Meeting of the City Council was called to order in the Council Chambers of the City Administration Building at 4:00 P.M., November 30, 2016; all members of the City Council having been notified of the meeting and the business to be transacted.

Present: Mayor Matt Brenk; City Administrator Kelcey Klemm; City Clerk Glori French; Finance Officer Pamela Slifka; Public Utilities General Manager Vernell Roberts; Police Chief Steven Todd; City Attorney Charlie Ramstad; Public Works Director Brad Green; Parks & Arena Supervisor Tom Gulon; Fire Chief Scott Flynn; Public Utility Billing Supervisor Amy Olson; Water Waste Water Supervisor Scott Gilbertson; Communications Supervisor Scott Schumacher; City Engineer Jon Pratt and Community Development Director Larry Remmen;

Aldermen: Boeke, Imholte, Marks Erickson, Schurman, Sukke, Waller, and Zeman

Absent Aldermen: Barb Schiller and Dan Wenner

Mayor Brenk called the meeting to order noting three items are on the agenda for discussion. Mayor Brenk clarified items are for discussion only.

City Administrator Kelcey Klemm informed the Council the 2017 proposed Tax Levy is at 6.00% and cannot be increased but could be lowered. Mr. Klemm noted Council had requested City staff to come up with options to the budget that would allow the hiring of a full-time police officer early in 2017. Mr. Klemm presented a change to the proposed budget by moving \$60K from the Debt Service Fund to the General Operating Fund which would allow for the hiring of a full-time police officer early in 2017.

Police Chief Steven Todd expressed after visiting with City staff from his Department there is the need for hiring a full-time police officer in early 2017 rather than later to help with staffing to accommodate vacations, possible retirements and medical leave. Mr. Todd noted there is a current strain on staff when one officer or more are out on leave. Lengthy discussion took place as to the timing of when the hiring of the full time police officer could happen.

City Engineer Jon Pratt presented the Council with a Preliminary Project Cost and Assessment Summary for the North Trunk Highway 59 and Tower Road Area Watermain and Sanitary Sewer Improvements (Becker County Jail Project). Pratt noted the total project cost estimate is \$3,521,203.

City Administrator Kelcey Klemm recapped a memo outlining the current proposal from the Becker County Jail Committee meeting held on November 10, 2016, as well as other considerations and next steps in the North Trunk Highway 59 and Tower Road Area Watermain and Sanitary Sewer Improvements (Becker County Jail Project).

City Administrator Kelcey Klemm presented the Capital Improvement Plan (CIP) for the years 2017-2021, noting this is a working document and subject to change and Council decisions. Mayor Brenk and Council Members thanked City staff for the hard work and good information in the Capital Improvement Plan. Mayor Brenk noted more discussions will be held at a future meetings regarding the Capital Improvement Plan.

There being no further business to conduct, by general consent, Mayor Brenk adjourned the meeting at 6:15 P.M.

Respectfully submitted,

Glori French, City Clerk