

**NISSWA CITY COUNCIL  
DECEMBER 21, 2016**

The regular meeting of the Nisswa City Council was held Wednesday, December 21, 2016 at 7:00 pm at City Hall.

Members Present: Kraus, Jacobson, Heidmann, Johnson

Members Absent: Krautkremer

Also Present: Mark Hallan, Tom Pearson

Staff Present: Tom Blomer, Laurie Hemish, Brent Jones, Terry Wallin, Brian Farrell, Alex Hondl

Jacobson stated he was not here on Dec. 15<sup>th</sup>

**Motion** by Jacobson, seconded by Heidmann to approve the consent calendar except for minutes of December 15<sup>th</sup>:

- A. Approve minutes of November 16, 30, December 7, 2016**
- B. Acknowledge Union (2) Acceptance of Pay Compensation**
- C. Turkey Raffle Request – March 4, 2017 at Nisswa American Legion**
- D. Add Funds to Roads Money Market - \$40,000**
- E. Transfer \$200,000 from Spirits Fund to General Fund**
- F. Transfer \$35,000 from Pickle Fund to General Fund**
- G. Appoint Warming House Attendants and Mtn for 2016-17 Season**
- H. Resignation of Barry Burda from Spirits**
- I. Hire Zane Shackle at Spirits**
- J. Presentation of Claims – #39149 - #39353 totaling \$351,113.15**

Carried unanimously.

**Motion** by Heidmann, seconded by Johnson to approve the minutes of the December 15<sup>th</sup>, 2016 meeting. Carried unanimously.

**OPEN FORUM**

Hemish presented Mayor Kraus with a staff thank you token gift for his years of service to the City of Nisswa.

**REPORTS**

Chief Geike provided the Council with the end of the year report broke down by cities covered. Stated the department handled 250 calls total of which Lake Edwards had 58, Lake Shore had 48, Nisswa had 141, and Pelican had 3. Stated about 80% of the calls are medical. Council thanked Geike for his years of service as Fire Chief. Geike stated he was Chief for 19 and has been on the department for about 30 years and will continue. Geike introduced the newly elected Fire Chief Shawn Bailey. Geike stated he would like approval to change the retirement contribution from \$2,800 per year of service to \$3,000 per year of service. Upon approval they will need to

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write an amendment into their bylaws. Heidmann questioned how it is paid out. Geike stated as a lump sum upon retirement. Stated relief association is funded by 2% fire aid and contributions from contracted cities of \$15,000 annually. Would like effective January 1, 2017. **Motion** by Heidmann, seconded by Johnson to increase the benefit level for retiring firemen from \$2800 per years of service to \$3,000 per years of service effective 1/1/17. Further discussion: Jacobson stated his concern of just receiving the information. Geike stated all the information/numbers is provided by the auditors for the fire relief association. All members voting "Aye", with exception of Jacobson voting "present". Motion carried.

Farrell stated Spirits had their second annual Tasting event on Dec. 1<sup>st</sup> which went fantastic. Working on another tasting event at Billy's on January 21<sup>st</sup>. Working diligently on inventory for the auditors on Jan. 1<sup>st</sup>.

Wallin stated the Pickle numbers are down a little for December and had to reorder more winter clothing as sales have been very good. Will have a band for New Year's Eve. Need a motion to terminate an employee who hasn't worked since 2015. **Motion** by Heidmann, seconded by Jacobson to terminate Greta Nelson. Further discussion: Effective date was discussed. Pearson stated to make it retroactive to last paid date. Heidmann **amended motion**, seconded by Jacobson to make termination effective of last date paid. Carried unanimously. Wallin stated they will be doing inventory this weekend to prepare for the audit. Jacobson questioned the Bocce Ball courts. Stated he is still working on location/size of courts and waiting on Verizon tower location.

Jones stated the Planning Commission had their meeting last week with three public hearings. Issued 77 land use permits year to date compared to 64 at this time last year. Stated the comp plan steering committee met a couple years ago and will meet again on January 5<sup>th</sup>. Stated the visioning session will be at the community center January 10<sup>th</sup>.

Hondl stated the big ice rink opened last Thursday and the small rink opens tomorrow. Stated half of his winter programs are underway. Stated outdoor movie equipment arrived.

Blomer stated the backup generator is fixed that went down during the snowstorm. Stated the big plow truck blew out the transmission during the storm and is now fixed. Stated they held the public works meeting today and item needed is a hut for portable sampling of sewer for MPCA at a cost of \$5245. Johnson questioned if he had explored building the hut. Blomer stated we don't have expertise on explosion part of requirements. Heidmann suggested investigating more. Johnson questioned if the "hut" is made specifically for this application. Blomer stated yes and is a necessary structure. Stated a lot of the cost is in the certification of the structure. Jacobson questioned the funds available. Blomer stated there are funds available in the 2016 sewer budget. Heidmann stated it would take 6 to 8 weeks to receive if ordered, so why not investigate further. Blomer stated he is fine with that if we set aside money in investments to pay for it. Heidmann stated it would be about the size of a refrigerator and only used about two days a

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month to run the sampling machine. Johnson stated it is worth investigating more and could set aside funds for it. **Motion** by Johnson, seconded by Jacobson to put wastewater funds of \$6,000 into a money market to be earmarked for this issue. Carried unanimously. Blomer stated during budget meetings, we discussed putting building funds into a money market for repairs next year on City Hall. **Motion** by Jacobson, seconded by Heidmann to place \$4,000 from the building fund into a money market to use on City Hall repairs next year. Carried unanimously.

Hallan stated they were working with City staff to renew the NPDES wastewater permit by the end of the year. Need the Mayor to sign permit application and enclose check of \$1240. Stated Mathiowetz Construction replaced the stop sign that was knocked down on Edna Lake Road. Stated they were not able to complete the Edna Lake Road service drive and my work on again in January if the weather allows.

**NEW BUSINESS**

Jacobson stated we need to add item E Set the Organizational Meeting Date and Time to the agenda.

**COMP PLAN COMMUNITY ENGAGEMENT PORTION PRESENTATION BY  
REGION V**

Dawn Espe, Region Five, went over the comp plan process for Nisswa stressing the key issues of inclusiveness, transparency, and accessibility. Will have a variety of ways to participate in the process. Stated Lee Seipp with Region Five has been reaching out to the community and hope to reach at least 90% of the residents. Stated the scheduled visioning session will have breakout sessions to establish strengths and opportunities. Will bring back to the steering committee to develop goals and strategies.

**REZONING OF 23300 CAMP LINCOLN RD FROM COMMERCIAL WATERFRONT  
TO SHORELAND RESIDENTIAL – GD**

Jones stated Charlie Anderson called him regarding a garage permit. Researched the issue and then realized this property was zoned commercial waterfront instead of shoreland residential. This request is to fix that. **Motion** by Jacobson, seconded by Heidmann to agree with the Planning Commission and rezone 23300 Camp Lincoln Road (parcel id 28102000022K009) from Commercial Waterfront to Shoreland Residential – GD and authorization of publication of summary by the City Clerk. Carried unanimously.

**DECERTIFY TIF DISTRICT 1-10**

Hemish explained the resolution to decertify TIF District 1-10. Motion by Heidmann, seconded by Johnson to approve the resolution decertifying TIF District 1-10. Carried unanimously.

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**WASTEWATER BUDGET FOR 2017**

Blomer stated he had provided the council with the 2017 operations and maintenance budget for the wastewater fund. Cost is up about 1.84% due to utilities and labor. Stated he is not looking for a rate increase at this time. Wants to review upon receiving an updated facilities plan.

**Motion** by Johnson, seconded by Heidmann to approve the 2017 wastewater budget as presented. Carried unanimously.

Blomer stated he also needs approval to transfer money from the wastewater lift station money market fund into the wastewater fund. This is to pay for pumps and air relief valves in the amount of \$57,000. Jacobson questioned how much is in the money market fund. Blomer stated \$181,926. Blomer stated we add to this fund every year in anticipation of these costs. **Motion** by Heidmann, seconded by Jacobson to transfer \$57,000 from the lift station repair money market account to the wastewater fund. Carried unanimously.

**SET ORGANIZATIONAL MEETING DATE/TIME**

**Motion** by Jacobson, seconded by Johnson to set the organizational meeting for Tuesday, January 3<sup>rd</sup> at 5:00 PM. Carried unanimously.

**OLD BUSINESS**

**H.A.R.T. REQUEST FOR CAT ORDINANCE**

**Motion** by Jacobson, seconded by Heidmann to table until January or February of next year. Carried unanimously.

**DEPUTY CLERK/FINANCE SPECIALIST JOB DESCRIPTION**

**Motion** by Heidmann, seconded by Jacobson to table until the February council meeting. Carried unanimously.

**COUNCIL REPORTS**

Jacobson stated he appreciated Mayor Kraus duties and leadership the past two years.

Kraus thanked everyone on staff and Council. Handed Heidmann a sheet listing items of an effective leader and wished him well as Mayor next year.

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**ANNOUNCEMENTS**

**Motion** by Jacobson, seconded by Heidmann to adjourn. Carried unanimously. (8:11 PM)

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Harold Kraus, Mayor

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Laurie Hemish, Clerk