

**REGULAR COUNCIL MEETING
CITY OF NISSWA
WEDNESDAY, SEPTEMBER 20, 2017
7:00 P.M. – CITY HALL**

The regular meeting of the Nisswa City Council was held on Wednesday, September 20, 2017 at 7:00 p.m. at City Hall.

Members Present: Heidmann, Jacobson, Krautkremer and Ryan.

Members Absent: Johnson.

Also Present: City Staff Jenny Max, Tom Blomer and Desmond McGeough, City Attorney Tom Pearson and City Engineer Mark Hallan. There were approximately two people in the audience.

A. Mayor Heidmann called the meeting to order at 7:01 p.m. The Pledge of Allegiance was recited.

B. Consent Calendar – Motion by Jacobson, seconded by Ryan to approve the Consent Calendar as presented with the following items listed:

1. Special Council Meeting Minutes of August 30, 2017
2. Special Council Meeting Minutes of September 6, 2017
3. Police Chief's Report – August 2017
4. Planning & Zoning Administrator's Report – September 2017
5. Parks & Recreation Director's Report – September 2017
6. Spirits of Nisswa Manager's Report – August 2017
7. Fire Chief's Report – August 2017
8. Personnel Changes – September 2017
9. LG220 – Application for Exempt Permit for the Nisswa American Legion Post 627
10. Presentation of Claims – Check register #40690-40776 totaling \$340,494.79

Mayor Heidmann inquired why there was no Public Works Department report and Administrator/Clerk Max stated there would be one in the packet next month. Motion carried unanimously.

C. Open Forum – Dale Goodhue of West Linden Road expressed his concern about Grand View Lodge potentially using on-site septic systems for their planned expansion. Mr. Goodhue noted that 20 years ago, the City of Nisswa made a commitment to protect the environment by adding city sewer and that the residents on West Linden bought into that concept. Mr. Goodhue said that he hopes the City will continue this commitment in the future.

D. Reports –

1. City Administrator/Clerk:

- a. Motion by Krautkremer, seconded by Jacobson to approve adding the Acting Mayor and City Administrator/Clerk as signatories on all City bank accounts. Max noted that the Mayor and Administrator/Clerk will be the primary signers, and the

Acting Mayor and Deputy Clerk will be the backup signers as needed. Motion carried unanimously.

- b. Motion by Jacobson, seconded by Krautkremer to approve purchasing technology equipment for the Clerk's Department in the amount of \$4,195.24 and to verify there is no duplication of DVD burners in both in the laptops and also as a peripheral device. Max noted she will verify that there is no duplication of DVD burners purchased. Motion carried unanimously.
- c. A letter regarding the Comprehensive Plan update, final draft and timeline was included in the packet for Council information. Heidmann expressed his appreciation for everyone who has spent time reading the document and providing feedback.

2. City Attorney:

- a. Provisional Liquor License Agreement – Motion by Krautkremer, seconded by Jacobson to approve the Provisional Liquor License Agreement between Bob Johnson and Chris Roy and the City of Nisswa as presented. Tom Pearson noted he will include the address of the establishment where the liquor license is to be held on the final document. Motion carried unanimously.
- b. Memo to Council Re: Wrenco, Ltd – Pearson noted the City was named a Defendant in a quiet title Lawsuit. There is a discrepancy with the legal description of a property, and the City was listed as a Defendant as a precaution. Pearson recommended the Council not take formal action and to let the City's position go by default. Motion by Jacobson, seconded by Ryan to take no position on the Quiet Title Lawsuit as recommended by the City Attorney. Motion carried unanimously.

3. City Engineer:

- a. Mark Hallan provided an update for the Council regarding Edna Lake Road. Striping the road would cost the city approximately \$2,000-\$3,000 as this is not a planned item from MNDOT. Hallan noted that the City does not typically stripe rural roads as then the City would need to maintain the markings. The Council can also decide if it would like to mark the road at a later time. Hallan said that MNDOT's goal is to be done with road work by October 15th.

E. New Business –

1. Discussion Regarding Council Chambers Audio Equipment – Mayor Heidmann noted that he would like some feedback from the Council regarding the Council chambers audio equipment and if the current set up is meeting expectations. Ryan said it's important to ask what we want the system to do and then determine the best course of action. Jacobson noted that there are inexpensive options for additional memory storage the City could purchase that may help the overloaded server issue. Blomer stated the equipment has been pieced together over the years but that certain components of the equipment are high quality. Blomer also noted that looking into upgrading the software component and better utilizing the cloud would be two potential avenues to go. The Council noted the desire to see the Council meetings added to the City's website and to create a process that's streamlined and easy for staff to manage. Max stated that based on the feedback received from the Council, she will look into some options for increased audio/visual equipment in the Council

chambers, establish a timeline for completion of the new City website, and review the needs for adding capacity to the City's servers for better system performance.

2. Approval of Preliminary 2017 Tax Levy Collectible in 2018 – Motion by Jacobson, seconded by Ryan to approve Resolution No. 17-3 Approving Preliminary 2017 Tax Levy Collectible in 2018 in the amount of \$2,204,635. Max noted that the amount represents a 7.4% increase over the collectible 2017 levy as was discussed at the budget meetings. Krautkremer noted that he would like to see the final levy be less than a 7.4% increase if possible. Heidmann noted said that he would like to end up with a well-rounded budget for 2018 and hopes to be within a 3-4% increase of last year's levy. Motion carried unanimously.
 3. Set Truth in Taxation Meeting Date – Motion by Jacobson, seconded by Ryan to set December 20, 2017 at 6:30 p.m. as the Truth in Taxation meeting date for the City of Nisswa. Motion carried unanimously.
 4. A Resolution Authorizing the City of Nisswa to Enter into a Master Subscriber Agreement with the Minnesota Court Data Services for Governmental Agencies was included in the packet for Council review. Motion Krautkremer, seconded by Ryan to approve Resolution No. 17-4 Authorizing the City of Nisswa to Enter into a Master Subscriber Agreement with the Minnesota Court Data Services for Governmental Agencies as presented. Motion carried unanimously.
 5. Dullum Rezone from Open Space Residential (OSR) to Shoreland Residential (SR) – Desmond McGeough presented to the Council a request from Ted Dullum to rezone 14.84 acres from OSR to SR. McGeough noted that the Planning and Zoning Commission reviewed the application by Mr. Dullum and is recommending approval of this request by the Council. Allowing this property to be rezoned would make the property consistent with other properties it is contiguous with and would also be consistent with the City's comprehensive plan. It would also increase the number of units allowed from seven classified under OSR to twelve classified as SR. Following discussion, Motion by Jacobson, seconded by Krautkremer to approve the Dullum rezone of PID #280103107AA0009 from Open Space Residential (OSR) to Shoreland Residential (SR) as presented. Motion carried unanimously.
- F. Old Business –
1. The Council reviewed a draft Ordinance amendment for Chapter 2 of the City Code to amend its purchasing policy. Various questions were asked by the Council to the Administrator/Clerk and City Attorney regarding purchasing limits and budgeted versus unbudgeted items. After lengthy discussion, Motion by Heidmann, seconded by Jacobson to table the Ordinance amendment and to send back to the Administrator/Clerk and City Attorney for further review. Motion carried unanimously.
 2. Mayor Heidmann noted that the Council will go into closed session following the Council reports and will only re-open the regular meeting to adjourn.
- G. Council Reports –
1. Heidmann noted his only item to report for this month's meeting was regarding the audio/visual system in the Council chambers.

2. Jacobson stated that he was informed the Bridges of Hope 5K/10K run restricted residents from parking in certain areas and that this should only be handled by the Police department. Max noted that any forms the City requires special events to fill out will include a statement regarding parking and traffic control going forward.
3. Krautkremer – No report.
4. Ryan suggested that staff look into purchasing a few standalone hard drives to help with backing up the City's servers for the time being.

Motion by Jacobson, seconded by Heidmann to enter into closed session pursuant to Minnesota Statue 13D.03 to discussion Union Negotiations at 8:35 p.m. Motion carried unanimously.

Motion by Jacobson, seconded by Ryan to re-open the regular meeting at 9:11 p.m. Motion carried unanimously.

There being no further business, Motion by Jacobson, seconded by Krautkremer to adjourn the meeting at 9:12 p.m. Motion carried unanimously.

Fred Heidmann, Mayor

Jennifer Max, City Administrator/Clerk