

**CITY OF NISSWA
MINUTES – REGULAR COUNCIL MEETING
WEDNESDAY, DECEMBER 18, 2019
7:00 P.M. – CITY HALL**

The regular meeting of the Nisswa City Council was held on Wednesday, December 18, 2019 at 7:00 p.m. at City Hall.

Members present: Heidmann, Hoff, Jacobson, Ryan

Members absent: Johnson

Also present: City staff Jenny Max, Donna Caron, Tom Blomer, Shawn Bailey; City Engineer Mark Hallan; City Attorney Tom Pearson; Nancy Vogt from the Echo

Audience members: 10

- A. Call to Order** - Mayor Heidmann called the meeting to order at 7:01 p.m. The Pledge of Allegiance was recited.
- B. Consent Calendar (NOTICE TO PUBLIC) – All matters listed are considered routine by the Council and will all be enacted by one motion. There will be no separate discussion of these items unless good cause is shown prior to the time the Council votes on the motion.**
1. Fire Department Report – November 2019
 2. Parks & Recreation Director Report – December 2019
 3. Pickle Department Report – November 2019
 4. Planning & Zoning Department Report – December 2019
 5. Police Department Report – December 2019
 6. Public Works Director Report – December 2019
 7. Spirits of Nisswa Report – October/November 2019
 8. Presentation of Claims – Check register #45417-45565 totaling \$422,617.33
 9. City Council Regular Meeting Minutes from November 20, 2019
 10. Nisswa Lions Club Application to Conduct Off-Site Gambling on 05/09/2020
 11. Memo from Liquor Departments Re: Transfer Liquor Funds to General Fund
 12. Memo from Parks & Fire Departments Re: Transfer to General Fund

Motion by Johnson, seconded by Ryan to approve the Consent Calendar as presented. Motion carried unanimously.

C. OPEN FORUM

1. Public Comment - None

D. REPORTS

1. City Administrator/Clerk
 - a. Recognition of Employee Anniversaries – Max provided a list of employees who had reached a 5-year benchmark in their full-time employment with the City. Each individual received a plaque in appreciation for their dedication and commitment to

City service. In the future, employees will be recognized on a more regular schedule and as they reach their benchmark anniversary.

2. City Attorney - None
3. City Engineer - None

E. NEW BUSINESS

1. **Approve Final 2019 Tax Levy Collectible in 2020 in the Amount of \$2,465,015** – Motion by Jacobson, seconded by Hoff to approve the Resolution Approving final 2019 Tax Levy Collectible in 2020 in the amount of \$2,465,015. Motion carried unanimously. Jacobson commented that he appreciated an increase of 5.22% instead of the preliminary increase of 9% that was approved in September.
2. **Approve 2020 City of Nisswa Budget** – Motion by Hoff, seconded by Jacobson to approve the 2020 City of Nisswa budget in the amount of \$3,033,048. Heidmann thanked Max and City staff for their hard work during the budget process.
3. **Petition by Julie Johnson to Vacate Pine Avenue in the Plat of Nisswa Park** – Pearson explained the reason for the staff recommendation to deny the petition is based on the potential egress/regress impact it may have on one property owner along with the uncertainty of property title problems or issues. Ryan asked if the Council could amend the current application to reflect a partial vacation; Pearson stated no, the applicant(s) would need to begin the process again. Applicant Julie Johnson, 26078 Birch Avenue, stated she is willing to re-apply if the City is willing to waive the \$500 application fee. Max will assist with the reapplication and will provide a new schedule/timeline in order to expedite and streamline the process. Motion by Ryan, seconded by Jacobson to deny the petition to vacate Pine Avenue as requested by Julie Johnson. Motion carried unanimously. Motion by Jacobson, seconded by Hoff to waive the \$500 re-application fee if the applicant wishes to re-apply. Motion carried unanimously.
4. **Rezone Application from SBG Properties** – Jacobson noted that the applicant name and property owner name were different. Max reported she had received a letter from the owner supporting the applicant's request and that the property owner did sign the application form. Motion by Jacobson, seconded by Ryan to approve the request to rezone a 7.33 acre tract of land along Highway 371 (PIN 28140679) from "Urban Residential" to "Highway Business." Motion carried unanimously. Motion by Jacobson, seconded by Ryan to authorize the City Administrator to publish the summary ordinance amendment. Motion carried unanimously.
5. **Request from the Nisswa Fire Relief Association to Increase Retirement Contribution Level** – Shawn Bailey, Fire Chief, presented the request to increase the benefit level from \$3,700 to \$4,000 for the Relief Association. The Association is currently vested at 110%. There was some discussion and concern expressed about the potential for the fund to become underfunded should circumstances change. Max will do some additional research in order to better understand the impact future requests may have on the fund and the potential liability to the City. Motion by Hoff, seconded by Heidmann to approve the new benefit level at \$4,000 (from \$3,700) for the Nisswa Fire Relief Association. Motion carried unanimously.
6. **Request for Gull Lake Access Closure on January 25, 2020** – There was some preliminary discussion about whether the access was public or private. Motion by Jacobson, seconded by Hoff to approve the request from the Brainerd Jaycees to block the Gull Lake access at Grand

View Lodge during the Ice Fishing Extravaganza on January 25, 2020. Motion carried unanimously. Arrangements have been made for Nisswa police to patrol the access and enforce the closure.

7. **Hire Matthew Thompson as Police Officer** – Motion by Ryan, seconded by Hoff to approve the recommendation to hire Matthew Thompson as a full-time police officer for the City of Nisswa (grade 11, step 1 of the contract) contingent upon the successful completion of a background check, psychological exam and physical exam. Motion carried unanimously. Max reported she has received all of Thompson's results and there are no issues. Heidmann suggested that Thompson visit an upcoming Council meeting to introduce himself.
8. **Pay Loader Purchase** – Heidmann asked if this pay loader was big enough to do the jobs that the City needs it to do. Blomer stated it is the largest in this class and will work for our needs. The City was planning to list the current tractor on GovDeals but will look into other options for the sale before making a final decision. Max briefly explained the financing and the reallocation of funds the City will use to pay for the loader. Motion by Jacobson, seconded by Ryan to approve the purchase of a John Deere 624L Pay Loader from the Sourcewell contract for \$213,901.00 plus purchasing the snow wing attachment at a cost of \$18,484.00. Motion carried unanimously.
9. **Approve Decertification of TIF District 1-12 for Nisswa Senior Care** – Motion by Ryan, seconded by Hoff to approve the Resolution Relating to the Termination of Tax Increment District No. 1-12 and Directing Decertification Thereof by the County Auditor as presented. Motion carried unanimously.
10. **Approve Tentative Agreement Terms for Supervisor Union (MN PEA) 2020-2021** – Max shared the agreement terms that had been agreed to by both parties on November 20, 2019. A finalized contract can be included in the January Council packet if requested. Motion by Ryan, seconded by Hoff to approve the agreement terms for the 2020-2021 Supervisor Union Contract as presented. Motion carried unanimously.
11. **December 24th City Hall Closing Request** – Motion by Jacobson, seconded Ryan to approve the request to close City Hall on December 24, Christmas Eve. Motion carried unanimously.

F. OLD BUSINESS - None

G. COUNCIL REPORTS

- **Mayor** – Heidmann did reach out to the Schaefer's to schedule a meeting to discuss the upcoming lease renewal for the Spirits of Nisswa building. Heidmann did receive a response from Ted Schaefer but no date has been set.
- **Council Members**
 - Ryan - None
 - Hoff - The Gull Lake Trail Committee will begin meeting again in January. It is back to the drawing board since their funding request was denied. The committee will be reassessing what they can do differently during the next application process.

- Jacobson – The organizational meeting needs to be scheduled within 10 days of year end. Max will send out date/time options for the first or second week in January. Jacobson also wished everyone a Merry Christmas.

H. ADJOURN - There being no further business, Motion by Ryan, seconded by Hoff to adjourn the regular Council meeting at 8:23 p.m. Motion carried unanimously.

Respectfully Submitted,

Fred Heidmann, Mayor

Jenny Max, City Administrator