

**CITY OF NISSWA
MINUTES – REGULAR COUNCIL MEETING
WEDNESDAY, JANUARY 15, 2020
7:00 P.M. – CITY HALL**

The regular meeting of the Nisswa City Council was held on Wednesday, January 15, 2020 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, Shawn Bailey; City Attorney Tom Pearson; Nancy Vogt from the Echo

Audience members: 1

- A. Call to Order** – Mayor Heidmann called the meeting to order at 7:00 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. Parks & Recreation Director Report – January 2020
 2. Pickle Department Report – December 2019
 3. Planning & Zoning Department Report – January 2020
 4. Public Works Director Report – January 2020
 5. Spirits of Nisswa Report – November/December 2019
 6. Presentation of Claims – Check register #45466-45696 totaling \$377,150.28
 7. Public Information/Truth In Taxation Meeting Minutes from December 18, 2019
 8. City Council Regular Meeting Minutes from December 18, 2019
 9. Fire Department Report – December 2019

Motion by Jacobson, seconded by Hoff to approve the Consent Calendar as presented. Motion carried unanimously.

C. OPEN FORUM

1. **Public Comment** - None
2. **Fire Department Presentation** – Fire Chief Shawn Bailey provided a review of 2019. His presentation included the department’s current staff roster of 25 -- 21 firefighters and 4 first responders. Bailey noted that three additional hires have been approved by the department and will be coming to the Council next month. He reviewed public events & education that were conducted in 2019; provided pictures of the new truck and thermal imaging drone; reviewed completed training; provided a breakdown of the 337 service calls; and identified the areas of focus for 2020.

D. REPORTS

1. City Administrator

- a. Recognition of Employee Anniversaries – Max provided the names of the three staff members who reached an anniversary benchmark date and received a plaque. Max stated the 2020 Census is underway. The City will be setting up a kiosk in the lobby to provide residents with the ability to complete the census online. Max also reported the

Presidential Primary will be held March 3, 2020. Absentee ballots will be available soon and election judges are in place for the primary. Voting for Nisswa residents will be held at Nisswa City Hall.

2. **City Attorney** – Pearson reported an April hearing has been scheduled regarding Camp Lincoln Road; the Nelson Ford lawsuit (overcharging for squad cars) continues; and a draft document has been created for the Hills Crossing easement – a final document should be included in the February Council packet.
3. **City Engineer** - None

E. NEW BUSINESS

1. **Resolution Declaring Sufficiency of Petition and Setting a Public Hearing to Vacate a Portion of Pine Avenue in the Plat of Nisswa Park** – Motion by Jacobson, seconded by Ryan to approve the Resolution Declaring Sufficiency of Petition and Setting a Public Hearing to Vacate a Portion of Pine Avenue in the Plat of Nisswa Park. Motion carried unanimously.
2. **League of MN Cities Liability Coverage Waiver Form – Recommendation to Not Waive Limits** – Max explained this is an annual option from the League of MN Cities. Motion by Ryan, seconded by Jacobson to approve the recommendation to not waive the monetary limits on municipal tort liability established by Minn. Stat. § 466.04 as presented. Motion carried unanimously.
3. **Crow Wing County Joint Powers Agreement for Inter-City Emergency Mutual Aid** – Max explained that an approval is needed because of a change in the procedural language in Section 1.2.6. Motion by Hoff, seconded by Ryan to approve the Crow Wing County Joint Powers Agreement for Inter-City Emergency Mutual Aid as presented. Motion carried unanimously.
4. **City of Pequot Lakes and City of Nisswa – Public Works Joint Powers Agreement Renewal** - Max stated there are no changes in the three-year agreement. Motion by Hoff, seconded by Ryan to approve the City of Pequot Lakes and City of Nisswa – Public Works Joint Powers Agreement Renewal as presented. Motion carried unanimously.
5. **Accept Resignation of Donna Caron as Administrative Assistant** – Motion by Jacobson, seconded by Ryan to accept the resignation of Donna Caron as presented. Motion carried unanimously. Caron and Council members expressed their mutual appreciation.
6. **Election Judge Pay for 2020** – Max reported the average rate of pay in the area is between \$12-\$15 for election judges. Motion by Jacobson, seconded by Ryan to approve the request to increase the rate of pay from \$10.50 per hour to \$12 per hour for election judges as presented. Motion carried unanimously.
7. **Approve Hire of Jonathan Stainbrook as City Clerk** – Max provided a brief review of the education/experience background for Stainbrook and reported the results of the background check had been received (no issues.) Motion by Jacobson, seconded by Hoff to approve the hire of Jonathan Stainbrook as City Clerk effective February 3, 2020, at \$48, 256 (grade 11, step 3). Stainbrook will serve a six-month probationary period per standard personnel policy. Motion carried unanimously.
8. **Council Discussion re: Council Liaison Structure** – Max stated that she and Heidmann had discussed the possibility of modifying the structure of committees/commissions and the role(s) and responsibilities of liaisons. Council members expressed their interest in exploring options and were open to reviewing a plan with more specific details that potentially could be phased in

over the next 4-6 months. Max will develop a draft plan and present it at the February Council meeting.

F. OLD BUSINESS - None

G. COUNCIL REPORTS

1. **Mayor** – Heidmann has had a few discussions with Schaefer family members about the upcoming Spirits lease renewal. The family indicated they would like to keep Spirits as the tenant and are open to scheduling a meeting in the 3rd or 4th quarter of 2020.
2. **Council Members**
 - **Ryan** – Ryan plans to meet with Fire Chief Bailey and Firefighter Schaefer in order to better understand how the Fire Relief Association operates and determines their benefit calculations. A future meeting will be scheduled with the Relief Association’s accounting/investment firms. A presentation may be made to the Council at a future date.
 - **Hoff** – Hoff asked for an update on the plowing issue with Lake Edward Township. Max reported she sent the township a letter to initiate a discussion about the 2013 agreement. Hoff also reported that the Gull Lake Trail Steering Committee had met with the director and a commission member from the Greater Minnesota Parks and Trails Commission to determine what improvements could be made to future applications for funding. Representatives were vague in their suggestions and also indicated that funding criteria may be changing.
 - **Jacobson** – Jacobson reported that legislators may be considering a change to the current liquor law that would allow sales in grocery stores. Jacobson suggested that the City and Council may want to communicate to legislators that we are not in favor of this change and the potential impact it may have on municipal liquor stores. Max will draft a letter for the February Council meeting. Jacobson also stated this may be an item for discussion when negotiating the Spirits renewal lease with Schaefer’s.

H. ADJOURN – There begin no further business, Motion by Jacobson, seconded by Hoff to adjourn the regular Council meeting at 8:12 p.m. Motion carried unanimously.

Respectfully Submitted,

Fred Heidmann, Mayor

Jenny Max, City Administrator