

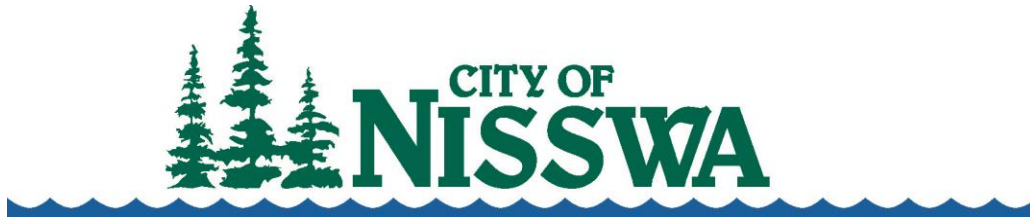
**CITY OF NISSWA  
AGENDA – ORGANIZATIONAL MEETING  
TUESDAY, JANUARY 7, 2020  
5:30 PM  
NISSWA CITY HALL**

**A.** Call to Order

**B.** Organizational Appointments

1. Memo dated January 7, 2020 re: Cemetery Committee
2. 2020 City Appointments (Council Action-Motion)
3. 2020 Council Liaison Appointments (Council Action-Motion)
4. 2020 Committee Assignments (Council Action-Motion)
5. 2020 Commission/Committee Meeting Schedule (Council Action-Motion)

**C.** Adjourn



January 7, 2020

To: Nisswa City Council  
From: Jenny Max, City Administrator  
Re: Cemetery Committee

**Action Requested:** City Council approval to dissolve the Cemetery Committee as part of the 2020 City of Nisswa organizational appointments.

**Background Information:**

Mayor Heidmann and I recommend the Council eliminate the Cemetery Committee since the cemetery is currently maintained by the Public Works Department. Any future needs for the cemetery shall be run through the Public Works Department and Public Works Committee as necessary. This should help streamline decision making and maintain consistency among staff and Council involvement.

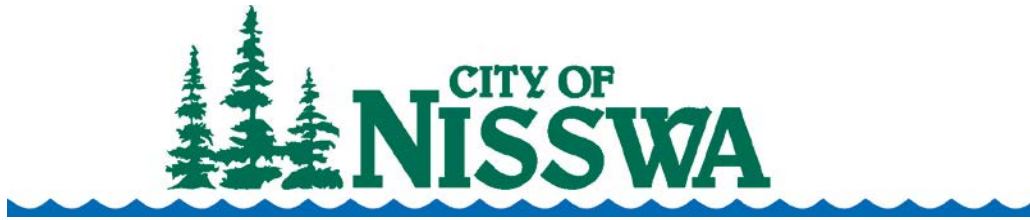


January 7, 2020

To: Nisswa City Council

2020 City Appointments

Acting Mayor	Gary Johnson
City Administrator	Jenny Max
City Clerk	TBD
Finance Specialist	Maggi Wentler
Police Chief	Craig Taylor
Fire Chief	Shawn Bailey
Emergency Management Director	Craig Taylor
Planning & Zoning Administrator	Brittney Cotner
Public Works Director	Tom Blomer
Spirits Manager	Brian Farrell
Pickle Factory Manager	Terry Wallin
Park & Recreation Director	Matthew Hill
City Attorney	Gammello-Pearson
Labor Attorney	TBD
City Engineer	Widseth Smith Nolting
Parliamentarian	Gammello-Pearson
City Prosecutor	City of Brainerd
Official Newspaper	Pine and Lakes Echo Journal
Official Depositories	BlackRidge Bank
	Frandsen Bank
Bank Account Signatories/ Electronic Funds Transfers	Mayor, Acting Mayor, City Administrator and Finance Specialist
Auditor	Schlenner Wenner & Co.
Financial Manager	PFM Financial Advisors LLC
Insurance Agency (Property)	Weizenegger Engel Insurance for LMC Ins.
Insurance Agency (Health)	A.T. Group
Regular Meeting Schedule	3 <sup>rd</sup> Wednesday of the Month at 7:00 P.M.



January 7, 2020

To: Nisswa City Council

2020 Council Liaison Appointments

Fred Heidmann, Mayor

City Clerk/Treasurer, Liaison  
Municipal Liquor, Liaison  
Communication Committee, Liaison  
Parks & Recreation, Pro Tem  
Financial Management  
Public Relations

Mike Hoff

Public Works, Pro Tem  
Cemetery, Pro Tem (see recommendation)  
Planning & Zoning, Pro Tem  
Municipal Liquor, Pro Tem  
Financial Management

Don Jacobson

Planning & Zoning, Liaison  
Cemetery, Liaison (see recommendation)  
Cable, Liaison  
Financial Management

Gary Johnson

Park & Recreation, Liaison  
Police Department, Liaison  
City Clerk/Treasurer, Pro Tem  
Financial Management

John Ryan

Public Works, Liaison  
Fire Department, Liaison  
Communication Committee, Pro Tem  
Cable, Pro Tem  
Financial Management



January 7, 2020

To: Nisswa City Council

2020 Commission/Committee Appointments

PUBLIC WORKS /  
RED FLAG COMMITTEE

John Ryan, Council Liaison  
Mike Hoff, Liaison Pro Tem  
Peter Mann  
Dil Stachour  
Mark Utzinger  
Public Works Director  
City Clerk, Secretary  
City Engineer

BUDGET & FINANCE  
COMMITTEE

Fred Heidmann            Open Meeting  
Mike Hoff                 All Council  
Don Jacobson  
Gary Johnson  
John Ryan  
City Administrator  
PFM Financial Advisors LLC

LIQUOR COMMITTEE

Fred Heidmann, Council Liaison  
Mike Hoff, Liaison Pro Tem  
City Administrator  
Spirits Manager  
Pickle Factory Manager

COMMUNICATION  
COMMITTEE (website)

Fred Heidmann, Council Liaison  
John Ryan, Liaison Pro Tem  
City Administrator  
Parks & Recreation Director  
Finance Specialist

CABLE COMMISSION  
(5 citizens of Nisswa)

Don Jacobson, Council Liaison  
John Ryan, Liaison Pro Tem  
Bill Groves  
Anne Laufman  
Open seats - 1

PARK & RECREATION  
ADVISORY COMMITTEE

Gary Johnson, Council Liaison  
Fred Heidmann, Liaison Pro Tem  
Parks & Recreation Director  
Ed Carlson  
Tessa Cappelle  
Justin Isaacson  
Amber Moon-Peterson  
Paula West  
Two Open (Non-Voting) Students from  
181 or 186 School Districts  
Finance Specialist, Secretary

PLANNING COMMISSION/  
BOARD OF ADJUSTMENT

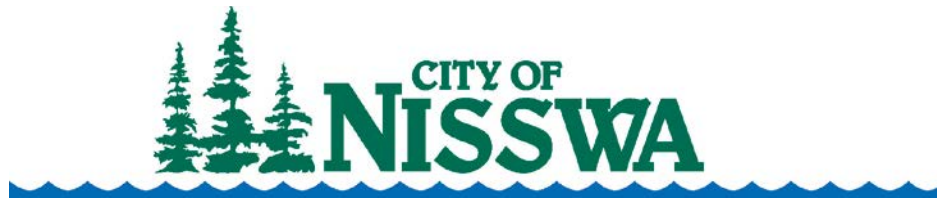
Don Jacobson, Council Liaison  
Mike Hoff, Liaison Pro Tem  
Bob Fier  
Linda Gettleman  
Gary Harris  
Josh Young  
Planning & Zoning Administrator  
Finance Specialist, Secretary

CEMETERY COMMITTEE

Don Jacobson, Council Liaison  
Mike Hoff, Liaison Pro Tem  
Larry Olson  
Jack Warden  
Ray Benson  
Open seats - 3  
Public Works Director  
Finance Specialist, Secretary

PERSONNEL COMMITTEE

Fred Heidmann, Mayor  
John Ryan, Council  
City Administrator



## **CITY OF NISSWA REGULARLY SCHEDULED MONTHLY MEETINGS**

**City Council** - Meets the third Wednesday of the month at 7:00 P.M. at City Hall

**Planning & Zoning Commission** - Meets the first Tuesday of the month at 6:00 P.M. at City Hall

**Park & Recreation Commission** - Meets the first Thursday of the month at 5:00 P.M. at City Hall

**Gull Lake Trail Steering Committee** – Meets the second Thursday of the month at 5:00 P.M. at City Hall

**Public Works Committee** - Meets the first Wednesday of the month at 5:00 P.M. at City Hall

**Meetings may be rescheduled due to extenuating circumstances. Meeting date changes will be posted on the bulletin board in the lobby of City Hall and on the City of Nisswa website at [www.cityofnisswa.com](http://www.cityofnisswa.com). A QUORUM OF THE CITY COUNCIL MAY BE PRESENT AT THESE MEETINGS.**