

**CITY OF NISSWA
MINUTES – REGULAR COUNCIL MEETING
TUESDAY, MAY 18, 2021
7:00 P.M. – NISSWA CITY HALL**

The Regular Nisswa City Council meeting was held on Tuesday, May 18, 2021 at 7:00 p.m. at City Hall and was available on YouTube Live.

Members present: Mark Froehle, Don Jacobson, Mark Utzinger.

Members absent: John Ryan, Ross Krautkremer.

Also, present: City staff – Jenny Max, Tom Blomer, Brittney Cotner, City Engineer Mark Hallan and Joe Dubel, City Attorney Tom Pearson, the Echo Newspaper (via YouTube Live).

Audience members: 0.

A. Call to Order – Don Jacobson called the meeting to order at 7:00 p.m. The pledge of allegiance was recited.

B. Consent Calendar –

1. Police Department Report – April 2021
2. Fire Department Report – April 2021
3. Parks and Recreation Report – May 2021
4. Planning & Zoning Department Report – May 2021
5. Pickle Department Report – April 2021
6. Spirits of Nisswa Report – April 2021
7. Public Works Department Report – April 2021
8. Presentation of Claims – Check register #47978 - 48096 totaling \$772,835.53
9. Board of Appeals and Equalization Meeting Minutes from April 20, 2021
10. City Council Workshop Meeting Minutes from April 20, 2021
11. Regular City Council Meeting Minutes from April 20, 2021
12. LG 220 Application for Lawful Gambling Permit – Paul Bunyan Ducks Unlimited
13. Nisswa Fire Department Firefighter Job Description
14. Certificate of Commendation for Nisswa Waste Water Treatment Plant Staff
15. COVID-19 Preparedness Plan for the City of Nisswa – amended
16. Budget Fund Transfers
17. Donation to Nisswa Police Department for Thermal Imaging Cameras
18. Donation to Nisswa Police Department
19. Donation to Parks and Recreation Department
20. LG 220 Application for Lawful Gambling Permit – Nisswa Chamber
21. Resolution Requesting Crow Wing County to Allow Golf Carts in the City of Nisswa

Motion by Utzinger, seconded by Froehle to approve the Consent Calendar as presented. Motion carried unanimously.

C. OPEN FORUM

1. **Public Comment** – none.

D. REPORTS

1. **City Administrator** – Max noted she is working on a budget calendar and will be scheduling budget workshops soon.
2. **City Attorney** – None.
3. **City Engineer** –None.

E. NEW BUSINESS

1. Nisswa Freedom Days Parade Permit Approval for the Nisswa Chamber of Commerce – Motion by Utzinger, seconded by Froehle to approve the Nisswa Freedom Days Parade Permit as presented. Motion carried unanimously.
2. Approval for the Recess Factory to conduct the Nisswa Firecracker run and Temporary beer License Agreement on July 4, 2021 – Motion by Froehle, seconded by Utzinger to approve the Recess Factory to conduct the Nisswa Firecracker Run and Temporary Beer License Agreement as presented. Motion carried unanimously.
3. Approval of the 2021-2022 Liquor License Renewals – Motion by Utzinger, seconded by Froehle to approve the 2021-2022 Liquor License renewals. Motion carried unanimously.
4. Approval of the Public Improvements and Roadway Assessment Policy and Procedures – Motion by Froehle, seconded by Utzinger to approve the changes to the Public Improvements and Roadway Assessment Policy and Procedures as presented. Motion carried unanimously.
5. Ordinance Amendment update re: Commissions and Committees – Motion by Utzinger, seconded by Froehle to approve an Ordinance Amendment for Commissions and Committees and to publish the summary ordinance in the newspaper. Motion carried unanimously.
6. Personnel Updates – Motion by Froehle, seconded by Utzinger to approve the Personnel Updates for May. Motion carried unanimously.
7. Concept Plan for Backage Road: Commons Drive to Lower Roy Lake Road – Motion by Utzinger, seconded by Froehle to accept Widseth’s proposal to develop a concept plan for a backage road between Commons Drive to Lower Roy Lake Road at an estimated cost of \$2,500.00. Motion carried unanimously.
8. Increase Fees for Mailbox Post and Installation – Motion by Froehle, seconded by Utzinger to approve the increase in fees for a mailbox post from \$35 to \$50 and the installation cost from \$30 to \$40. Motion carried unanimously.
9. Payment Application #9 re: 2020 Waste Water Treatment Facility Improvements in the amount of \$108,197.40 – Motion by Froehle, seconded by Utzinger to approve payment application #9 to Eagle Construction in the amount of \$108,197.40. Motion carried unanimously.
10. Contractor’s Application for Payment #3 re: Lift Station 3 Improvements in the amount of \$235,707.06 – Motion by Utzinger, seconded by Froehle to approve payment request #3 to Aspen Construction in the amount of \$235,707.06. Motion carried unanimously.
11. Concept Plan for New Recycling Site Proposal – Motion by Froehle, seconded by Utzinger to accept Widseth’s proposal to develop a concept plan for a recycling center at the City’s gravel pit at an estimated cost of \$4,500.00. Motion carried unanimously.
12. Request for adoption of Permit and Inspection Policy – Motion by Froehle, seconded by Utzinger to adopt the Permit and Inspection Policy as presented. Motion carried unanimously.

F. OLD BUSINESS

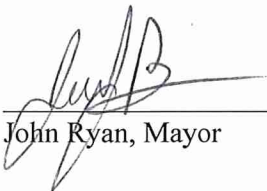
None

G. COUNCIL REPORTS

1. **Mayor** – none.
2. **Council Members**

H. ADJOURN – There being no further business, Motion by Utzinger, seconded by Froehle to adjourn the regular City Council meeting at 7:35 p.m. Motion carried unanimously.

Respectfully Submitted,



John Ryan, Mayor



Jenny Max, City Administrator

