

HARRIS CITY COUNCIL

REGULAR MEETING MINUTES

May 8, 2017

I. **Call to order**

Mayor Miller called to order the regular meeting of the Harris City Council at 7:00 p.m.

II. **Pledge of Allegiance**

Everyone joined in the Pledge of Allegiance.

III. **Roll Call**

City Clerk Dargay conducted roll call. The following members were present: Mayor Miller, Councilmembers Payne, Sculley and Williams. Councilmember Rossini was absent. Clerk Dargay announced a quorum of the Council was present.

IV. **Consent Agenda**

Councilmember Sculley made the motion to approve the April 10, 2017 Regular Meeting minutes, the April 24, 2017 BAE Meeting minutes and the Accounts Payable. Councilmember Williams seconded the motion. All in favor, motion carried.

V. **Public Comment**

No public comment.

VI. **Consulting Staff Reports**

- **People Service Report - written report**
- **Park Committee - Chair Monica Hult**
- **City Engineer – Chuck Schwartz**

VII. **Regular Agenda**

• **Liquor License Renewals**

- **Harris Bottle Shop** - Off Sale License - All renewal documents have been received. Councilmember Sculley made the motion to approve the renewal of the Off Sale License for the Harris Bottle Shop. Councilmember Williams seconded the motion. All in favor, motion carried.

- **The Fuse** - Off Sale, On Sale and Sunday License - All renewal documents have been received, except for the Certificate of Liability Insurance. Councilmember Payne made the motion to approve the renewal of the Off Sale, On Sale and Sunday Licenses for The Fuse, contingent upon receiving their CLI. Councilmember Williams seconded the motion. All in favor, motion carried.

• **Tobacco License Renewals**

- **Harris Bottle Shop** - All renewal documents have been received. Councilmember Sculley made the motion to approve the renewal of the tobacco license for the Harris Bottle Shop. Councilmember Payne seconded the motion. All in favor, motion carried.

- **The Fuse** - All renewal documents received, except for the Certificate of Liability Insurance. Councilmember Williams made the motion to approve the renewal of the tobacco license for The Fuse. Councilmember Payne seconded the motion. All in favor, motion carried.

- **Harris 61 Stop** - All renewal documents received, except for the Certificate of Liability Insurance. Mayor Miller advised that she had received a letter from the insurance company for Harris 61 Stop stating that they do hundreds of policies for convenience stores and that they cannot write a policy based on the renewal period. The Clerk advised that this happens every year and that, although the insurance companies always eventually meet our requirements, that it is a huge headache for the insurance agencies. The Council discussed this issue. Mayor Miller made the motion to approve the renewal license for Harris 61 Stop with the provision that a certificate of liability insurance is provided to show continuous insurance coverage for at least the license term. This provision will be allowed for all tobacco and liquor licenses, going forward. Councilmember Sculley seconded the motion. All in favor, motion carried.

Councilmember Rossini arrived at 7:15 pm.

- **Cemetery Easement Issue** - The Council discussed whether there was any urgency to this issue and currently, there is no immediate concern. Councilmember Sculley made the motion to leave the issue as is for now. Councilmember Williams seconded the motion. All in favor, motion carried.

- **Rental Ordinance -**
 - **Ordinance #2016-02** - Mayor Miller had questions for the Planning Commission, not about the ordinance itself, but about the implementation of it. For example, if a homeowner had a room and bath that they wanted to rent out, this would not qualify as a rental unit under the current draft ordinance. Mayor Miller made a motion to table this issue and have a joint workshop with the Council and the Planning Commission to work out the details. Councilmember Williams seconded the motion. All in favor, motion carried.
 - **Resolution #2017-03 - Rental Fees**
 - **Application form sample**
- **Tax-forfeited Property clean-up** - The acquisition of this property requires special legislation and is being considered this session. The County is asking if the City would consider sharing the cost of cleanup of the property since we will be acquiring a portion of the forfeited property. Councilmember Sculley made the motion to pay half the cost of the cleanup of the tax-forfeited property. Councilmember Payne seconded the motion. All in favor, motion carried.
- **Well Inspection** - The City needs to have the well inspected before we have the water tower out of service. The current pump is 20 years old. Councilmember Rossini made the motion to approve E.H. Renner to do the well inspection and pump replacement for a cost not to exceed \$12,621. Councilmember Williams seconded the motion. All in favor, motion carried.
- **Culvert Replacement - 480th St (shared maint w/Nessel Twship)** - Nessel Township had replaced a culvert on 480th Street, which is a shared-maintenance road with Harris. We had a contractor give us a bid on that culvert, and Nessel agreed to accept half of our lower bid. Councilmember Payne made a motion to approve payment to Nessel Township in the amount of \$405 for our half of the culvert replacement. Councilmember Rossini seconded the motion. All in favor, motion carried.

VIII. Staff Reports

- **Fire Dept - 1st Ass't Chief Henry Gregoire**
 - Henry went over the updates of the items that had previously been brought to the Council's attention. The items that have not been completed yet are:
 - Tyvek suits - samples of different types of suits have been received and the fire department will check them and decide on which one will best suit their needs.
 - Nomax hoods have been ordered, but have not yet been received.
 - Pagers have been sent in for repair, but have not yet been returned.
 - Ambulance front stabilizer, Trevor has the part and will install it.
 - Henry also advised that there are a few items that the fire department needs:
 - Nitrile gloves/AED pads - 9 boxes of large and 7 boxes of x-large gloves and 2 Peds AED pads (from Lakes EMS) - total cost around \$300.
 - 50 'C' batteries and 50 'AAA' batteries for SCBA packs - total cost around \$20 - \$30
 - On-board charger for yellow pumper - cost approximately \$200
 - Repair or replace tire on equipment van - cost unknown
 - Front red light on ambulance - cost unknown
 - EMR training for Brent Petersen - \$500
- Councilmember Rossini made the motion to approve \$1500 to cover all of the fire department requests. Councilmember Sculley seconded the motion. All in favor, motion carried.

Mayor Miller advised that the Fire Department personnel have requested that Dan Sculley return to his role as Council Liaison for the fire department. Councilmember Rossini made the motion to readjust the annual designation of Fire Dept Liaison to Dan Sculley for the balance of this year. Councilmember Payne seconded the motion. All in favor, motion carried.

- **Planning Commission - John Rossini** - The Planning Commission will have a public hearing for a dog kennel CUP just prior to their June 5 regular meeting.
- **Public Works - Alan Teich** - written report -
 - Gravel - we will need approximately 3,000 yards for Grand Ave. and Holman Ave. These roads must be graveled this year. We also have some gravel needs on 424th, 425th and 440th. There were three other roads that were noted last year to gravel this year - Elmcrest Ave., Evergreen Ave. (south of 450th St.) and Iris Ave. Alan requested a total of 5,000 cubic yards of gravel for roads this year. Mayor Miller made a motion to have the Clerk write up a bid request for 5,000 cubic yards of gravel and to gravel the roads previously mentioned. Councilmember Williams seconded the motion. All in favor, motion carried.
 - Culverts - we need to replace a culvert on 420th Street, near Iris Ave. and another one at Georgia Ave. and 442nd Street. Bids were received from three contractors. Councilmember Rossini made a motion to authorize C&H Excavating to replace the two culverts previously mentioned. Councilmember Williams seconded the motion. All in favor, motion carried.

- Picnic tables - we have five picnic table frames that are rusted through and need to be replaced. Three estimates had been received. Councilmember Sculley suggested that the Clerk look into the plastic boards for the picnic tables. Councilmember Payne made the motion to authorize the purchase of five frames from Custom Manufacturing. Councilmember Williams seconded the motion. All in favor, motion carried.
- Fencing at WTP - we have had issues with kids climbing up and onto the roof at the WTP. George is requesting the supplies (posts, etc.) to erect this fence. Councilmember Rossini made the motion to authorize the purchase of the items needed to install a fence at the WTP. Councilmember Payne seconded the motion. All in favor, motion carried.
- Cleaning up the brush that was previously cut when the ditches were cleaned. The decision was made that, rather than chipping it, we would get volunteers to help pull the brush onto the road and Alan will take it to the burn pile at the cemetery. If no volunteers are found, we can consider hiring some young people to assist. Laird Mork, a resident at the meeting, stated that he would help dragging brush on his road - Evergreen Ave.

- **City Treasurer - Marlys Balfany** - written report
 - Marlys asked if the Council would authorize her to set up a 15-month \$200,000 wastewater CD at 1%, which is more than we are getting in the savings account. Councilmember Rossini made the motion to approve the opening of this CD. Councilmember Sculley seconded the motion. All in favor, motion carried.
- **City Clerk - Joanne Dargay** - written report
 - Joanne asked if the Council would consider an ordinance, similar to the County's, that would prohibit people from living in homes that had no water, electricity, etc. Mayor Miller suggested that the Planning Commission look at this in conjunction with the rental ordinance. Councilmember Rossini said that he would include this in the joint workshop.
 - Another resident had asked about the possibility of putting in a skate park. Mayor Miller asked the Clerk to look into the liability of this as a first step.
 - North Branch Schools is having their Community Service Day on May 19. Mayor Miller suggested having the kids rake the ballfield. We could have it mowed a few days prior to having it raked.

IX. Mayor and Council Reports

- Mayor Miller

- Mayor Miller asked the Council if they would allow her to set up a meeting with the residents on Stark Road Lane, in the Council Chambers. The issue that they are having with their easement and road doesn't seem to be progressing, so the Mayor would like to meet with all of them so that they are aware of the city's stand on the issue and to assist them in moving forward. The Council thought this was a good idea.

- Mayor Miller also discussed getting an assistant for Marlys, so that when she is on her extended winter vacations, that there is a backup for her. Mayor Miller suggested Brenda Williams as a candidate for this backup position. She had looked up wage information through a state website and came up with \$12 per hour and three hours per week for budgeting purposes. Councilmember Sculley asked if she would have to go through an interview process. Mayor Miller asked Brenda to come up and answer any questions that the Council would have. She stated she would not be working each week, but just on an as-needed basis. Councilmember Sculley made the motion to start the process of hiring Brenda Williams as a backup for the Treasurer. Councilmember Payne seconded the motion. Mayor Miller and Councilmembers Sculley, Payne and Rossini voted for the motion. Councilmember Williams abstained. Motion carried.

- Mayor Miller also asked how the Council wants to move forward with the Fire Department. Councilmember Sculley asked Larry Eckl if he could put together a list of who would be interested in the officer positions on the fire department. He would like to get that list and have each interested person come to the Council and explain why they feel that they would be good in that position. The Council asked Larry to get the list together and finalized at the May 18 fire department business meeting. Once that is done, the Council will decide on a date for the interviews.

X. Adjourn

Councilmember Rossini made a motion to adjourn the meeting. Councilmember Williams seconded the motion. All in favor, motion carried. There being no further business, Mayor Miller adjourned the meeting at 9:13 p.m.

City Clerk Joanne Dargay

Mayor Diane Miller

Date Approved