

Regular Meeting – January 14, 2019

Members Present

Chad Neitzel
Jason Casey
Michael Shurson
Sarah Sundve
Jenna Pederson

Others Present

Wayne Billing	Jim Lutgens
Hailey Byron	Chris Schlaak
Anthony Martens	Josh Moen

Members Absent

The meeting called to order by Mayor Michael Shurson at 6:30 p.m.

Roll Call – All members present.

Pledge of Allegiance

Agenda – Motion made by Chad Neitzel and seconded by Jason Casey to approve the agenda. Carried (5 yes, 0 no)

Consent Agenda – Motion made by Sarah Sundve seconded by Jenna Pederson to approve Consent Items:

1. **City Annual Appointments**

- | | |
|------------------------------|---------------------------------------|
| • Newspaper | NRHEG Star/Eagle |
| • Bank Depository | State Bank of New Richland |
| • Deputy Mayor | Chad Neitzel |
| • Street/Parks | Jenna Pederson |
| • Water/Sewer | Chad Neitzel |
| • Police | Michael Shurson |
| • N.R. Care Center | Sarah Sundve |
| • Fire Chief | Josh Moen |
| • Fire Relief Board | Michael Shurson |
| • Fire Relief Board | Wayne Billing |
| • Attorney | Patton, Hoversten & Berg (Perry Berg) |
| • Engineer | Jones, Haugh & Smith (Brian Johnson) |
| • Co. Environmental Waste | Jason Casey |
| • Co. Economic Board | Wayne Billing |
| • Recycling | Jenna Pederson |
| • Fire Department | Michael Shurson |
| • Ambulance Department | Jason Casey |
| • Planning Commission | Chad Neitzel |
| • Economic Develop Authority | 1) Sarah Sundve |
| • | 2) Chad Neitzel |
| • Waseca Area Foundation | Gail Schmidt |

2. Minutes for December 9, 2019 Meeting

3. Accounts Payable

4. Financial Statements Nov 2019

5. Council Meeting Schedule

BODY	MEETING TIME/DATE	LOCATION
Council	2 ND & 4 TH MONDAY 6:30 PM	CITY HALL
EDA	4 TH MONDAY 4:30 PM	CITY HALL
Care Center Advisory Board	4 TH MONDAY 5:00 PM	CARE CENTER
Planning Commission	3 RD THURSDAY 6:30 PM	CITY HALL
Historic Preservation	4 TH MONDAY 1:00 PM	CITY HALL
Tree Board	MAY 17 & SEPT 20 6:30 PM	CITY HALL
Fire Department Relief Association	1 ST THURSDAY 9:00 PM	CITY HALL/ANNEX
HRA	3 RD WED. 5:00 PM	ROYAL VILLA

6. Authorization Debit Card Users
 7. Acceptance of Certification of three-year receipts
 8. \$5,427.50 for wastewater pump service
- Carried (5 yes, 0 no)

Resolutions

1. Motion made by Sarah Sundve and seconded by Jason Casey to approve resolution 20-02 Accept donation and designating for Fire Capital expenditures. Carried (5 yes, 0 no)
2. Motion made by Sarah Sundve and seconded by Jenna Pederson to approve resolution 19-03 Approving updated fee schedule. Carried (5 yes, 0 no)

Police Department - Anthony Martens

- December activity presented.
- Three members of NR Public Safety have been certified in Car Seat Safety. This allows the City to apply for a grant to buy car seats for families that can't afford them.
- Motion made by Sarah Sundve and seconded by Jenna Pederson to approve \$796.17 for Chief Martens to attend the Governor's Conference. Carried (5 yes, 0 no)
- The records system consortium will require no increase in City's share anytime soon.
- The Scout Alarm System has been delivered.
- Motion made by Sarah Sundve and seconded by Chad Neitzel to accept the resignations of Hunter Jenzen and Colton Larson. Carried (5 yes, 0 no) Motion made by Sarah Sundve and seconded by Jenna Pederson to approve hiring of Christopher Lee as a part time officer. Carried (5 yes, 0 no)
- The Sheriff's Office has notified the Department that it will no longer provide records support for entering call reports for FBI and BCA. Because of the technical requirements of the reporting, it will be more economical; to have the record input done by specifically trained persons. The Janesville Police Department currently trains and uses two individuals that the City can hire part time to input the records. Motion made by Chad Neitzel and seconded by Sarah Sundve to approve hiring Colleen Howard and Kari Gehring as part time records clerks at \$18.00 per hour. Carried (5 yes, 0 no)
- With the lease of the 2016 Impala up in March The recommendation is to purchase a used squad car from Orono, MN. The purchase will include all equipment needed to go immediately into service including a radar. Motion made by Chad Neitzel and seconded by Jason Casey to approve \$11,425 to purchase a 2015 Ford from Orono. Carried (5 yes, 0 no)
- Motion made by Chad Neitzel and seconded by Jenna Pederson to approve \$663 for a Knox box at Royal Villa, that Royal Villa will reimburse the City for. Carried (5 yes, 0 no)
- Brief discussion about the officer shot in Waseca.
- Motion made by Chad Neitzel and seconded by Jason Casey to approve the Police Department Report. Carried (5 yes, 0 no)

Fire – Josh Moen

- Motion made by Jenna Pederson and seconded by Jason Casey to approve \$2,728.75 to Budach's for injector replacement for the 1999 used pumper. Carried (5 yes, 0 no)
- Motion made by Sarah Sundve and seconded by Jenna Pederson to approve \$3,981.84 replace the light bar on 5520 that is not working with a LED bar. Carried (5 yes, 0 no)
- The activity for 2019 reported.
- Motion made by Jenna Pederson and seconded by Sarah Sundve approve the Relief Association increase in pension for members from \$1,200 per year of service to \$1,350 based on the assets of the Association Special Fund. Carried (5 yes, 0 no)

Ambulance – Chris Schlaak

- The activity from December 2018 reported.
- Motion made by Chad Neitzel and seconded by Jenna Pederson to approve \$200 for Carrie Ferch to attend EMS Conference. Carried (5 yes, 0 no)
- South Central EMS may have a Tough Books Tablet to provide the Department with the capability to enter run reports electronically live on the call.
- Policy manual for the Department will be tabled for later discussion.
- Motion made by Sarah Sundve and seconded by Jenna Pederson to approve the Ambulance report. Carried (5 yes, 0 no)

Boot Creek Headwaters – Hailey Byron

An Accelerated Implementation Grant has been obtained to identify projects to reduce pollution and high flows in New Richland. Hailey Byron presented information on the grant and what comes next. A public meeting will be held in the New Richland Community room on Thursday January 30 to allow public input.

Water/Sewer Budget/Rates – Water and Sewer budgets were discussed, and the rates explained. Motion made by Sarah Sundve and seconded by Jenna Pederson to adopt Resolution 20-01 adopting budgets and setting rates for 2020. Carried (5 yes, 0 no)

Meeting Closed for Labor Contract and Real Estate Discussions - 7:45 p.m.

Meeting Opened - 7:58 p.m.

Adjournment – Motion made by Sarah Sundve and seconded by Chad Neitzel to adjourn the meeting. Carried (5 yes, 0 no) 7:59 p.m.

Wayne Billing
City Clerk/Treasurer