

**CITY OF LE CENTER
REGULAR COUNCIL MEETING
TUESDAY, JUNE 9, 2020 - 7:00 PM**

**** MINUTES ****

I. CALL TO ORDER

Present: Mayor Fredrickson, C. Harmeyer, C. Scott, J. Weiers, N. Hintz

Absent: None

Staff: C. Collins, C. Roemhildt, B. Pfarr, B. Collins, J. Hawbaker (Atty Moran absent)

II. APPROVAL OF MINUTES

A) Motion by Weiers, Seconded by Scott, Minutes from May 12, 2020
Regular Council Meeting be approved. Approved unanimously.

B) Motion by Scott, Seconded by Hintz, Minutes from May 28, 2020
Special Covid-19 Remote Meeting be approved. Approved unanimously.

C) Council changes to Agenda: Move up 2019 Audit Report to after Approval of Bills.
No P & Z report/ C. Block absent. Add: Misc. C) Cleveland Football- field rental
and Misc. D) possible new garbage bag company.

III. APPROVAL OF BILLS TO BE PAID

Council reviewed the bills to be paid. Motion by Hintz, Seconded by Harmeyer,
to pay the bills listed and due. Approved unanimously.

2019 Audit Report: Erin Enstad @ Abdo, Eick, & Meyers, CPA's presented the 2019 audit report to the council. She reported: General Fund= Fund Balance was increased by \$71,646/ Budget vs. Actuals impacted by purchase of new street sweeper/ revenues & expenses impacted by the 2018 Justice Center permits. Debt Service Funds remain steady. TIF's= #9 pay back the \$87,829 to the county to receive 1/3 in return. #7 is decertified and can be transferred out of that fund into another fund. EDA should be paid back the \$350,000 inter-fund loan. Water Fund= needs looking at/ expenses topped receipts because water use was way down. Sewer Fund= should be watched; not a lot of room for capital purchases/ expenses slightly topped revenues. Refuse Fund= is looking good/ steady profits. Liquor Fund= is looking very good/ revenues are way up. City ratios= Tax rate not so good/ taxes per capita is good/ long-term debt per capita is high but coming down each year/ debt service payments are a big portion of city expenses. Mayor questioned Ms. Enstad on the two audit findings: Limited Segregation of Duties= we would need a min. four F/T office employees to possibly get rid of this finding. Preparation of Financial Statements= Abdo does this for 100% of their clients; city staff could never keep up with all the new GASB laws. Council thanked Ms. Enstad for the report. Motion by Scott, Seconded by Harmeyer, to accept the 2019 audit report as presented. Approved unanimously.

IV. REPORTS OF OFFICERS, BOARDS, COMMITTEES, & DEPARTMENTS

A) E.D.A. Report

Director Collins gave an update on the EDA Covid-19 Business Relief Loan Program: thus far 18 applications given out/ 10 paid out/ 1 returned on hold for more information. Mayor suggested sending out the information on the Chamber list again.

B) P & Z Report

Director Block absent; no report.

C) Municipal Liquor Store

Manager Brad Collins gave the May report: Sales were \$99,016: up \$17,000 from April, and up \$18,000 from May 2019. YTD Rev. up by \$47,061 & YTD Exp. up by \$60,892. May GP margin = 28.8%. Food GP = 16.52%. May= finishing the remodel job; constantly cleaning from the remodel job. Bar is 99% done & ready to open. Outdoor seating @ June 1st has been nothing great for business.

D) Police Department

Chief Pfarr reported on the police activities for month of May: 100 calls @ 3,147 miles patrolled/ total calls down 36%, total miles up 19% for the year. Public nuisance notices for weeds, grass, junk, vehicles have been sent out all over town. Squad car- given away to another community apparently, but now they are working on ours. Chief Pfarr questioned: one of his officers may have been exposed to a patient with Covid-19 virus. What is our policy now? A= He should get tested immediately and then we will go with the results.

E) Water, Sewer, Streets, Parks Departments

Public Works Supt. Curt Roemhildt reported:

- Streets- crosswalks are painted/ removed several damaged trees in boulevards.
- Refuse- really busy: garbage is 9-10 tons weekly. (normally 7)
- Recycling- residents be advised: Friday, July 3 recycling instead of Sat. July 4th.

F) Pool – Dorothy D.

The pool committee (Dorothy, Jenny, Collin) had met and came up with many recommendations. See List. The pool will open July 5 or 6. Staff will start prepping for it. Getting the pool painted and cured is first task.

G) Bolton & Menk Engineering

Engineer Hawbaker reported on 2020 Street Project: June 18 Const. Meeting will provide more definitive answers and start date. SEE Project Newsletter #1 that went out to all the properties on the project. Marking trees for cutting will be first job.

V. PUBLIC FORUM

There were no petitions, requests, or communications from the general public.

VI. OLD BUSINESS

- A) See above discussion.
- B) League of Minnesota Cities Insurance Trust- insurance report from Darian Hunt of House of Insurance. Darian not attending due to Covid-19 precautions.
- C) Discussion on spraying the entire city for mosquitoes: Administrator Collins noted that it was put in the 2020 budget (\$15,000) and a councilmember had asked it be put on the agenda for discussion. Mayor Fredrickson stated that everyone knows his opinion on this (against), but he did not want to be the final word on this, and that he would even make the motion to approve this. Motion by Fredrickson, Seconded by Scott, to spray the entire city for mosquitoes. Approved by 4-1 vote, Councilman Harmeyer voting No. Council considered the 2019 price quotes from Clarke Mosquito Control: \$8,320 for eight (8) bi-weekly sprayings OR \$12,900 for 15 weekly sprayings. Council generally agreed to allow Administrator Collins order the best deal @ eight sprayings/ every two weeks in the \$8,320 range from whoever has the best deal.

VII. NEW BUSINESS

- A) After the public hearing held earlier that evening concerning Food Truck Ordinance: Motion by Scott, Seconded by Hintz, to adopt **Resolution No. 2020-1**, thereby amending Section #12-1.1 of the Food Truck Ordinance to include language for short-term sales in the city under seven (7) days and including setting the annual fee for a food truck license at \$50.00 per year. Approved unanimously.
- B) City parks and fields: bathrooms= open always at North Park and Fairgrounds/ open only for games at West Park and Plut Field. Provide cleaning supplies in equipt. rooms at all fields. June 10 teams can start booking fields for use.
- C) City Hall offices= plexiglass at front counter/ tape on floor/ tape off bathrooms and drinking fountain/ open up Monday, June 15.

VIII. ADMINISTRATION & MISC.

- A) City newsletter (timing, content): Yes – Dept. Heads get their info in for the newsletter by the coming weekend/ get the pool rules and dates in there/ get it mailed.
- B) Some discussion on Hwy 99 surface condition vs. MNDOT plan for 2029.

- C) Cleveland High School request to use Plut Field again for their home football games in Fall 2020: Yes –council generally agrees let them use the field and welcomes them.
- D) Discussed the possibility of having to move to a new company to make the Le Center blue garbage bags as Potential Unlimited in Waterville may be forced out of business by the Covid-19 virus. Administrator Collins has been in contact with a Mankato company that already makes the blue plastic in rolls for our bags; they are very familiar with our blue bags. Formal approval of the final debt service payment schedule for the new garbage truck was discussed. Motion by Harmeyer, Seconded by Scott, to approve the final debt service payment schedule for the new garbage truck, starting in 2021. Approved unanimously.

IX. ADJOURNMENT

There being no further business; Motion by Scott, Seconded by Weiers, for Mayor Fredrickson to adjourn the meeting. Approved unanimously. 8:45 PM.

Chris L. Collins, Administrator