

**CITY OF LE CENTER
REGULAR COUNCIL MEETING
TUESDAY, NOVEMBER 9, 2021 - 7:00 PM**

**** MINUTES ****

I. CALL TO ORDER

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

Absent: None

Staff: C. Collins, C. Roemhildt, B. Pfarr, B. Vikla, C. Block, Atty Moran

II. APPROVAL OF MINUTES

A) Motion by Harmeyer, Seconded by Scott, Minutes from October 12, 2021 Regular Council Meeting be approved. Approved unanimously.

B) Council changes to Agenda: ADD: BMI 2) Set Assessment Hearing date. OLD BUS. 2) Set hiring committee for F/T police officer. NEW BUS. B) Res. No. 2021H – Accept donation to city parks dept. ADMIN. B1) Set hiring committee for city administrator position.

III. APPROVAL OF BILLS TO BE PAID

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

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

A) E.D.A. Report

Director Collins reported: No EDA business to report.

B) P & Z Report

Director Block reported on Conditional Use Permit request for billboard along Hwy 99 at 305 E. Derrynane St. by Miller Homes. P & Z had met Nov. 4 and approved the C.U.P. request by 5-1 vote with findings of fact= 1) meets MNDOT requirements and regulations. 2) Not in area where traffic sightlines would be blocked. 3) the maintained appearance of other Circle City Outdoor signs is respectable. Plus added conditions= 1) Sign, pole, & structure must be maintained both structurally and visually. 2) The area immediately around the pole shall be landscaped & maintained no worse than the yard/ lot surrounding it.

After discussion: Motion by Scott, Seconded by Harmeyer, to accept and approve the C.U.P. as recommended by the Planning & Zoning due to findings of fact & conditions attached. Approved by 4-1 vote: Councilman Hintz voting No.

C) Municipal Liquor Store

Manager Becky Vikla gave the October report: Sales were \$96,470: down \$200 from Sept.; but up \$2,000 from Oct. 2020. YTD Rev. up by \$71,885 & YTD Exp. down by \$28,882. Oct. GP margin = 39.80%. Food GP = 39.89%. Oct.- bar bingo, Pfeiffer, football specials, turkey bingo, Bargo. Administrator Collins reported he and Mgr. Vikla had ordered a new cooler for \$36,750 from Schwickert's to replace the 50+ yr. old "built-in" cooler on Off-Sale side, which is failing. This is an investment in the store.

D) Police Department

Chief Pfarr reported on the police activities for month of October: 118 calls @ 3,237 miles patrolled/ total calls down 5%, total miles -% for the year. Pfarr reported: State Post Board compliance review will be done Dec. 2.

E) Public Works: Water, Sewer, Streets, Parks Departments

Public Works Supt. Curt Roemhildt reported:

- Street- sweeping leaves before they get into the storm sewers.
- Sewer- sewer collapse on South Cordova Ave. from house to street. Still jetting sewers and cleaning on the schedule.
- Refuse- pick up will be on Wed. and Fri. for Thanksgiving week.

F) Bolton & Menk Engineering

- 1) Engineer Adam Jacobs reported on 2020 St. Project: Punch-list items being worked on, mostly done/ re-seeding & final blacktop lift will be done next spring.
- 2) Discussion on project assessment hearing: Motion by Harmeyer, Seconded by Hintz, to set Assessment Hearing for residents on Thursday, December 9 at 6:00 pm at city hall. Approved unanimously.

V. PUBLIC FORUM

Mayor Fredrickson asked for public comments on the 2022 Prelim. Levy of \$1,157,255 (+ 1.982%) or 2022 Prelim. Total Budget of \$3,611,689 (+ 3.99%) = No comments. There were no other petitions, requests, or communications from the general public.

VI. OLD BUSINESS

A) Police Chief hiring update:

- 1) The council hiring committee had agreed to terms with current Le Center police officer Derek Carlsrud to become the new police chief at a salary of \$70,000 with a January 1, 2022 start date. Motion by Scott, Seconded by Harmeyer, to hire Derek Carlsrud as new police chief effective January 1, 2022. Approved unanimously.
- 2) Council set new police officer hiring committee: Atty Moran, Administrator Collins, & Councilmembers Harmeyer and Scott. Get applications by Friday, Dec. 3.

- B) Mayor Fredrickson announced the final budget “Public Comment Meeting” for Tuesday, December 14 at 7:00 pm at city hall.
- C) Mayor Fredrickson announced the “call or mail comments to” address, phone, whom.

VII. NEW BUSINESS

- A) Motion by Weiers, Seconded by Hintz, to approve special event permit for November 27 Holly Daze Parade & Festival on Minnesota St. & Park Ave. Approved unanimously.
- B) Motion by Hintz, Seconded by Scott, to adopt **Resolution No. 2021H**, thereby approving and accepting with gratitude an \$11,000.00 donation from Le Center Fireman’s Relief Assoc. directed towards Kids- North Park electronic scoreboard. Approved unanimous.

VIII. ADMINISTRATION & MISC.

- A) Mayor Fredrickson reported: City Hall offices will be closed on Thursday & Friday of Thanksgiving week.
- B) Administrator Collins announced his intention to retire from his city position in the near future. Collins was asking council to start planning a succession plan to replace him this early winter; sometime between Feb. 1 and Feb. 15.
 - 1) Hiring committee to start this process was set as: Councilmembers C. Harmeyer & N. Hintz, Administrator Collins, Deputy Clerk D. Kopet.

IX. ADJOURNMENT

There being no further business; Motion by Scott, Seconded by Harmeyer, for Mayor Fredrickson to adjourn the meeting. Approved unanimously. 7:42 pm.

Chris L. Collins, Administrator