Mayor Paul Whitcomb called the meeting to order. Council members present were Jack Edmonds, Jules Zimmer, and Jeff Reynolds. Staff present, Administrator Mark Karnowski, Finance Director Steve Jackson, Police Chief Todd Frederick, Community Development Director Jolene Foss, Public Works Director Bob Gerold, Clerk Shawna Jenkins, Liquor Store Manager Nancy Campbell, and Fire Chief Ron Lawrence. Absent was Thom Walker.

Resolution 17-42 – calling for public hearing on Tax Abatement for Northstar Canoe

Foss reported that she is asking the council to call for the public hearing on tax abatement for Northstar Canoe on September 28th, 2017

ZIMMER MOTIONED APPROVE RESOLUTION 17-42 CALLING FOR THE PUBLIC HEARING FOR THE TAX ABATEMENT FOR NORTHSTAR CANOE ON SEPTEMBER 28, 2017. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY

2018 Budget – Capital Improvement items

Liquor

Campbell questioned if the electronic sign should remain in the CIP. The Council and staff agreed that it can be removed.

She questioned if she should move some of the sign funds to changing the lighting over to LED, as the cooler lights that have been changed over have worked very well and they are much cheaper to run.

She will contact the Electrician to get an estimate on changing all over to LED.

Campbell said she did add a floor scrubber to the CIP, but is working with the sales rep to see if the store’s current one can be repaired.

Public Works

Gerold stated that the only new addition to the CIP is for a Plow truck, scheduled to be replaced in 2023

Parks and Recreation

The new CIP item this year is to develop a new camping area in Riebe Park, which will be funded by Park Dedication funds.

Sanitary sewer

Klinghagen reported that there are a few new items on the CIP. They are as follows:

1. Back-up pumps and motors that are used in day to day operations. This will allow replacement immediately if a pump goes down, as the plant currently does not have any backups.
2. Replacement of the 2007 Dodge Pickup. The current truck is starting to rust, is 2 wheel drive and needing work.
3. Replacement of all UV parts on all banks – the UV bumps are to put in new quartz sleeves and inserts that are submerged in water. Some of the seals are beginning to fail on the current sleeves, and the UV needs to work properly to be in compliance with the permit.

4. Annual maintenance on Streambanks to replace any erosion that may occur, to maintain compliance with MPCA for phosphorus reduction trade sites.

5. Replacement of existing countertops. The existing ones are deteriorating and are hard to keep clean. They are no longer smooth, so they hold dust and materials that can interfere with the in-house testing.

**Police**

Frederick stated that the police department has added the following to the CIP.

1. Equipment needed for the new Drug Enforcement officer. It includes a portable radio, Vest shell, body armor, Badges, DTF Vehicle, vehicle lights, phone, etc.
2. Continuation with replacement and addition to new rifles for the department.
3. Duty weapon (handgun) replacements
4. Combative Striking pads, punch and kick shields and training weapons.
5. Adjustable work stations for the department
6. Replacement of 3 old non-functional Tasers with new units
7. Replacement / Enhancement of office computers for department staff.
8. Download system for squad cameras to minimize camera repairs and allow for download
9. Replacement of 2012 Ford Utility Squad

**Fire and Rescue**

Lawrence reported that the new items on the Fire and Rescue CIP are the following:

1. 3 sets of turnout gear and 4 additional helmets for new recruits
2. New Aerial platform ladder truck, to replace current out of date ladder truck that requires a lot of maintenance
3. New SCBA Equipment and new hoses. The current SCBA equipment will expire in 4 years
4. Floor Scrubber to be used in the public safety building and possibly other city buildings if needed.
5. Replacement of outdated computers at the fire station and replacement of server

**Public Safety**

Lawrence advised that there were items added to the Public Safety CIP as well.

1. A Backup generator for use at the Public Safety Building in case of a power outage. This could possibly partially be paid for out of the Relocation fund.
2. Modify the rescue trailer into a mobile incident command trailer
3. Purchase a repeater system for public safety that will allow communication in buildings
4. Purchase necessary equipment to complete the E.O.C at the Public Safety building for emergency events.
5. Purchase a public safety message sign board. This would also be an item that the Relocation Program may cover.

**Public Infrastructure & Community Development**
Foss reported that there are no new CIP items. The larger CIP items on the list are the Hwy 95 / 21st Ave Roundabout, Trail Development and Smith Systems Road and sewer.

Karnowski mentioned the Comprehensive Traffic Plan and said it may be better to wait until we hit the 5000 in population so the roads we want under state aid could be identified.

Jackson reported that staff has had their first 2 meetings with the Police Union. However, staff just found out the city is looking at approximately a 49% increase in health insurance rates. So, it was determined that it doesn’t make a lot of sense to discuss wages as of now. Staff will be meeting with the Insurance Group to find out why we are looking at such a large increase.

**PYHA 5k Fun Run**

Karnowski advised that Mary Patnode just brought this request in. She has spoken with Chief Frederick. The proposed route will start at the golf course, down to the library and back to the Waste Water Plant entrance. They will have people at any intersections.

**ZIMMER MOTIONED TO APPROVE THE ROUTE AS REQUESTED FOR THE PYHA FUN RUN. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY**

**Special Meeting to review Administrator applications**

Whitcomb would like to hold a special meeting for the Council to meet and review the Administrator Applications on September 20th at 4:30pm.

**ZIMMER MOVED FOR STAFF POST A SPECIAL MEETING NOTICE FOR SEPTEMBER 20TH AT 4:30PM FOR THE COUNCIL TO REVIEW ADMINISTRATOR APPLICATIONS. REYNOLDS SECONDED THE MOTION. THE MOTION CARRIED UNANIMOUSLY**

**ZIMMER MOVED TO ADJOURN THE STUDY SESSION AT 5:55PM. EDMONDS SECONDED THE MOTION. MEETING ADJOURNED**

Respectfully Submitted,

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Shawna Jenkins
City Clerk

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Paul Whitcomb, Mayor

ATTEST:

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Paul Whitcomb, Mayor