

**CITY OF RANIER
CITY COUNCIL
MEETING MINUTES
RANIER COMMUNITY BUILDING
TUESDAY MAY 19, 2015 @ 6:30 pm**

Mayor Dennis Wagner called the meeting to order at 6:32 p.m. A quorum was present.

Council Present: Mayor Dennis Wagner, Councilmembers Tony Cole, Todd Coulombe, JoAnn Kellner and Ron Wilcox

Council Absent: None

Ranier Employees Present: City Administrator Sherril Gautreaux, Deputy Clerk Tara Mai,

Others in Attendance: Ranier Recreation Club- Roberta Hagen, Gary and Debra Abrams, Dave Trompeter, Mike Wellcome, Mike Neknez and Dianna Hoopingarner

CALL MEETING TO ORDER

- To approve tonight's agenda.

A motion to approve tonight's agenda was made by Councilmember Wilcox; seconded by Councilmember Cole and carried unanimously.

BUDGET/ADMINISTRATION

- To approve the minutes of the previous Council Meeting (04/21/2015).

A motion was made by Councilmember Cole; seconded by Councilmember Coulombe and carried unanimously to approve the minutes from the previous Regular Council Meeting of 04/21/2015.

- To approve the General, Liquor and Water/Sewer Fund Claims for April, 2015.

A motion was made by Councilmember Wilcox; seconded by Councilmember Kellner and carried unanimously to approve the April, 2015 list of claims in the amounts of:

**\$ 10,192.63 for General Fund
\$ 27,935.78 for Liquor Store Fund
\$ 16,925.82 for Water Fund**

- To accept the Profit and Loss Statements for Liquor, General and Water fund accounts.

Councilmember Coulombe is concerned that the proper accounting codes were not applied to the \$28,488 sum transferred from the Liquor Fund to the Water Fund in order to close out the water CIP project. Administrator Gautreaux is waiting on guidance from the City's accountants on properly accounting for the fund transfer. Councilmember Coulombe would like to table the acceptance of the Liquor P&L statement until we receive guidance from our accounting firm.

A motion to table the Liquor Store P&L until we get a clarification on proper accounting methods from Clifton Larson Allen was made by Councilmember Coulombe; seconded by Councilmember Wilcox and carried unanimously.

A motion was made by Councilmember Coulombe; seconded by Councilmember Wilcox and carried unanimously to accept the General and Water fund balance statements.

- To accept the account balance reports as of April 30, 2014 for Liquor, General and Water fund.

Councilmember Coulombe is concerned that the proper accounting codes were not applied with the \$28,488 sum transferred from the Liquor Fund to the Water Fund in order to close out the water CIP project. Administrator Gautreaux is waiting on guidance from the City's accountants on properly accounting for the fund transfer. Councilmember Coulombe would like to table the acceptance of the account balances until we receive guidance from our accounting firm.

A motion to table the acceptance of the fund account balances until we get clarification on proper accounting methods from Clifton Larson Allen was made by Councilmember Wilcox; seconded by Councilmember Kellner and carried unanimously.

- To approve increasing the general petty cash fund from \$50 to \$100.

City Administrator Gautreaux recommends council approval to increase the amount in the general petty cash fund from \$50 to \$100. With the increased fund, cash can be used rather than having a check signed for certain small purchases such as stamps, mailings and other miscellaneous. A receipt for petty cash purchases is retained, claims are approved at the next council meeting and the fund is balanced and replenished when necessary.

A motion was made by Councilmember Cole; seconded by Councilmember Wilcox and carried unanimously to increase the general petty cash fund from \$50 to \$100.

- To approve closing Liquor Escrow Account #2139.

As a general housekeeping measure, Administrator Gautreaux recommends closing the Liquor Escrow Account #2139. The account has a current balance of \$983.39 which would be transferred to the Liquor Checking account. At some time in the past, this third liquor account must have served a specific purpose that no longer exists. Closing the account will save time at month end reconciling all the various banking accounts.

A motion was made by Councilmember Wilcox; seconded by Councilmember Kellner and carried unanimously to close the Liquor Escrow Account #2139 and transfer the balance to the liquor checking account.

LIQUOR STORE

- To approve the April 2015 Liquor Operating Statement

The Council reviewed the Liquor Store Operating Statement for the month of April 2015 with a net income of \$4011.19 or 12.3% prior to the transfer out of \$28,488 to the water fund compared to April 2014 with a net income of \$6990.46 or 20%. The year to date net income is \$30,573.08 or 20.7% prior to the transfer out.

Councilmember Coulombe is concerned that the proper accounting codes were not applied with the \$28,488 sum transferred from the Liquor Fund to the Water Fund in order to close out the water CIP project. Administrator Gautreaux is waiting on guidance from the City's accountants on properly accounting for the fund transfer. Councilmember Coulombe would like to table the acceptance of the Liquor P&L statement until we receive guidance from our accounting firm.

A motion to table approval of the April Liquor Store Operating Statement until we get a clarification on proper accounting methods from Clifton Larson Allen was made by Councilmember Kellner; seconded by Councilmember Wilcox and carried unanimously.

BUILDINGS, STREETS AND GROUNDS

- To approve the Unified Land Use (ULU) Fee Schedule.

Administrator Gautreaux presented a fee schedule for the various land use permits in accordance with Ordinance No. 153 Unified Land Use. The schedule of fees is very similar to the fees currently charged by Koochiching County.

A motion was made by Councilmember Kellner; seconded by Councilmember Cole and carried unanimously to approve the Land Use Permit Fee Schedule.

- To approve the appointment of Land Use Planning Commissioners and Land Use Administrator.

Ladd Kozinski (Brennan's Beach), Jeff McHarg (Ranier Town Center), Sue Swendsen (Ranier Town Center), Jeff Oveson (French Addition) and Ron Wilcox (Ranier Councilmember) have volunteered to serve on the Ranier Land Use Commission. The ULU requires the Commissioners to be nominated by the Mayor and approved by the Council. The ULU dictates staggered term limits for each Commissioner; one shall be appointed for a term of two years, one for the term of three years and two for the term of four years. The councilmember's term is two years expiring on March 31. Their successors shall be appointed for terms of four years.

In accordance with the Unified Land Use Ordinance (ULU), the City Administrator can be appointed as the Land Use Administrator.

City Administrator Gautreaux will confer with each appointee as to the length of term each would like to serve.

A motion was made by Councilmember Coulombe; seconded by Councilmember Kellner and carried unanimously to confer with each appointee as to the length of terms each would like to serve.

A motion was made by Councilmember Wilcox; seconded by Councilmember Kellner and carried unanimously to approve the appointment of Ladd Kozinski to the Ranier Land Use Commission.

A motion was made by Councilmember Wilcox; seconded by Councilmember Kellner with Councilmember Cole opposing and carried unanimously to approve the appointment of Jeff McHarg to the Ranier Land Use Commission.

A motion was made by Councilmember Coulombe; seconded by Councilmember Wilcox and carried unanimously to approve the appointment of Susan Swendsen to the Ranier Land Use Commission.

A motion was made by Councilmember Coulombe; seconded by Councilmember Cole and carried unanimously to approve the appointment of Jeff Oveson to the Ranier Land Use Commission.

A motion was made by Councilmember Coulombe; seconded by Councilmember Cole and carried unanimously to approve the appointment of Ron Wilcox to the Ranier Land Use Commission.

A motion was made by Councilmember Wilcox; seconded by Councilmember Coulombe and carried unanimously to approve the appointment of Sherril Gautreaux as the Land Use Administrator.

- To approve the Building Permit for demolishing current garage and building new garage @ 3523 Co. Rd. 130 (Marty Rasmussen).

Mr. and Mrs. Marty Rasmussen filed an application for a building permit to demolish their current garage and build a new garage at 3523 Co Rd 130. The proposed plans are within the setback requirements of the new Unified Land Use.

A motion was made by Councilmember Cole; seconded by Councilmember Coulombe and carried unanimously to approve the building permit for a new garage at 3523 Co Rd 130, Rasmussen residence.

- Approve selection of Fairchild Signs to construct and paint Community Hall sign.

Gautreaux will ask Fairchild to reduce the price deleting the debris removal charge and the fee for the cement posts. Sears and Lessard will take care of the debris removal. The existing cement bases for the upright posts are still in good condition and do not need to be replaced.

A motion was made by Councilmember Kellner; seconded by Councilmember Cole and carried unanimously to approve purchase of the new Community Building Sign from Fairchild Signs.

WATER AND SEWER

- Recommend approval of Resolution 2015-06 to charge a fee for failure to submit monthly meter reading.

In ongoing efforts to clear up the City's water loss (the water loss for the year 2014 was around 2.5 million gallons), Administrator Gautreaux presented a draft resolution allowing the City to charge a fee to its water customers who fail to submit their monthly water meter reading. The Administrator's office is trying to curtail the ongoing problem of customers' failure to submit their monthly meter readings. When the monthly meter reading is not submitted, Deputy Clerk Mai must estimate monthly usages for these customers. Around 200 customers' meters are not read by a Ranier representative and must submit water meter readings; approximately 1/3 of these customers habitually fail to submit monthly meter readings. Councilmember Cole suggested that the charge for not submitting the monthly meter reading should be \$150 (approximately the cost of the remote reader). Council suggested that Mai issue notices to these specific customers stating that they must schedule an appointment by June 5th to have their meters physically read by a Ranier representative, failure to do so will result in a \$150 fee being charged to the customer.

A motion was made by Coulombe; seconded by Councilmember Wilcox and carried unanimously to pass Resolution 2015-06.

OTHER BUSINESS

- Ranier Recreation Club

Roberta Hagen presented on behalf of the Ranier Recreation Club. Hagen thanked the councilmembers who helped with Easter egg hunt in April. The Pianos in the Park project will begin again after Memorial Day. Three pianos will be placed in the area at Ranier Park, Riverview Park and City Beach. Falls Street Commissioner Dennis Jonson will work with Sears to coordinate placing the pianos. The Northland Art Society has donated \$100 to have the three pianos tuned once placed in their summer homes.

The Ranier Rec Club is seeking permission to initiate a park beautification project to build "Gnome Homes" from various tree stumps in Ranier Park that children could build and paint. The Club is asking for assistance from the City staff with cutting 10-12 dead trees and hauling the debris away. Mayor Wagner will assist in selecting and cutting the trees. Councilmember Wilcox contributed \$180 to the Gnome Home project from proceeds collected in selling "Wilbur's Weiner's" hotdogs at the Muni.

A motion was made by Councilmember Coulombe; seconded by Councilmember Wilcox and carried unanimously to support the Ranier Recreation Club's Gnome Home project.

The Ranier Recreation Club is seeking permission to apply for a grant to purchase Adirondack chairs to be placed at the Ranier Beach. The council will review the proposal and vote on the project during the June council meeting.

- Voyage Forward

Mike Wellcome is asking for input on the Ranier portion of the survey for the Voyage Forward project. Five draft questions were presented to the Council for inclusion in the Voyage Forward survey. After discussion and revision, the Council accepted the questions.

A motion was made by Councilmember Kellner; seconded by Councilmember Coulombe and carried unanimously to accept the questions to be included in the Voyage Forward survey.

- Dave Trompeter. RR Lift Bridge

Ranier resident Dave Trompeter brought forward a complaint regarding the noise caused by the device on the Railroad Lift Bridge which gauges the distance between the bridge and the Rainy River. Administrator Gautreaux will get Mr. Trompeter contact information for CN officials.

- Railroad Update. Mayor Dennis Wagner.

Last week, Kooch Co Engineer Sutherland forwarded documents relating to the “quiet zone” implementation asking the council to review these documents and the supplemental safety measures required for the “quiet zone” implementation. The QZ application must be jointly submitted by Kooch Co and CN Rail. Council will determine a date for a meeting with Kooch Co. Engineer Joe Sutherland and Kooch Co. Board members in order to decide on the type of “supplemental safety measure” to be used in the implementation of the QZ.

OPEN FORUM

Dianna Hoopingarner brought forward the concern that residents in the “old Ranier” area do not have emergency fire number signs. It was explained that the signs are in Kooch County areas where house addresses are hard to determine. Residents in “old Ranier” were required to have house numbers attached to their homes. Ms. Hoopingarner reported that the train whistles are becoming longer and are being sounded when the trains are not even near the street crossing. She is logging the time and dates of the excessive blowing. Ms. Hoopingarner supports the installation of an advance warning device at the Hwy 11/CSAH 20/Spruce St. intersection which will alert travelers of a train in the crossing. She also complained of the poor condition of the Spruce St. RR grade crossing stating that there is a wheelchair bound resident that struggles to roll over the crossing because of the deep rutting.

Ranier resident Mike Neknez reported that over the weekend, the crawl space under his home was flooded with water. He believed it was from a sewer line and had a representative from EKSSD look at it. They were not able to determine the source of the water. Mayor Wagner will inspect the situation with Mr. Neknez directly following the Council meeting.

A motion to adjourn the meeting was made by Councilmember Wilcox; seconded by Councilmember Coulombe and carried unanimously.

THE MEETING ADJOURNED @ 7:32 p.m.

Mayor Dennis Wagner

Date

ATTEST:

City Administrator Sherril Gautreaux

Date

