

**CITY OF RANIER
CITY COUNCIL COMMITTEE OF THE WHOLE
MEETING MINUTES
RANIER COMMUNITY BUILDING
TUESDAY FEBRUARY 11, 2020 @ 6:30 pm**

Mayor Dennis Wagner called the meeting to order at 6:30 p.m. A quorum was present.

Council Present: Mayor Dennis Wagner Councilmembers Bob Dunbar, Todd Coulombe, JoAnn Kellner, Ron Wilcox
Absent: None
Others present: City Administrator Sherril Gautreaux, Deputy Clerk Tara Mai, Liquor Store Manager Jenn Seegert, Public Works Manager Nick Sears, KCC-TV Darcy Sullivan, Paul and Marilyn Jones, Ranier Rec Club Berta Wilcox, Tammy Toratti, Kris and Charles Helleloid, Eric Johnson and Megan Bond

PLEDGE OF ALLEGIANCE
CALL MEETING TO ORDER

- To approve tonight's agenda.

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

BUDGET/ADMINISTRATION

- Recommend approval of the minutes of the previous Council Meeting (01/21/2020).

Recommendation by Councilmember Kellner; seconded by Councilmember Dunbar and carried unanimously to approve the minutes from the previous Regular Council Meeting of 01/21/2020.

- Review the Lists of Claims for the month of January, 2020.

Recommendation by Councilmember Dunbar; seconded by Councilmember Coulombe and carried unanimously to approve the January, 2020 lists of claims in the amounts of:

\$41,958.18 for General Fund
\$22,367.58 for Liquor Fund
\$75,198.77 for Water/Sewer Fund
\$43,522.50 for 2012A GO Improvement Bond Fund
\$54,270.00 for 2011 GO Water Revenue Bond Fund
\$31,550.00 for 2018A GO Street Reconstruction Bond Fund

- Review the Account Balances, Disbursement Ledgers and Financial Statements as of 01/31/2020.

Our financial auditors suggested that the council should also review disbursement ledgers monthly.

Recommendation by Councilmember Wilcox; seconded by Councilmember Coulombe and carried unanimously to table the reports and discuss the account balances, disbursement ledgers and financial statements to date for each fund at the next regular council meeting.

- Recommend approval of transfer out of Water/Sewer Fund to 2011 GO Water Revenue Bond Fund

Our financial auditors suggested that the council should approve transfers from one fund to another. This transfer from the water/sewer fund is to fund the debt payment for the 2011 GO Water Revenue Bond which is for the water main replacement project.

Recommendation by Councilmember Coulombe; seconded by Councilmember Wilcox and carried unanimously to approve transfer out of Water/Sewer Fund to 2011 GO Water Revenue Bond Fund.

- Recommend approval of transfer out of General Fund to 2018A GO Street Reconstruction Bond Fund.

This transfer from the General Fund is to fund the debt payment for the 2018A GO Street Reconstruction Bond which is for the CR 130 street reconstruction.

Recommendation by Councilmember Wilcox; seconded by Councilmember Kellner and carried unanimously to approve transfer out of General Fund to 2018A GO Street Reconstruction Bond Fund.

- To review long term contracts with Xerox and ServiceMaster.

The city has 2 long term contracts: ServiceMaster and Xerox. The financial auditors suggested that the contracts should be reviewed annually. The contract between the City of Ranier and Service Master for cleaning the liquor store was entered into on May 1, 2016 for one year with automatic one year renewable periods. The cleaning contract for the Municipal Liquor store will be let out for bid.

The current copier 48-month lease agreement with Xerox expires on 06/24/2020. The copier machine is 4 years old and has its quirks. As they get older, the software upgrades don't tend to work any longer. A representative from Marco copiers of Bemidji made a proposal which would

have some savings. If lease for 5 years, the price would be lower. In addition, the representative is physically in the area weekly for tech support. They both are in the governmental leasing pools.

A recommendation was made by Councilmember Wilcox; seconded by Councilmember Kellner and carried unanimously to accept the Marco quote.

A recommendation was made by Councilmember Wilcox; seconded by Councilmember Kellner and carried unanimously to table the cleaning contract and let it out for bid.

- Recommend providing letter of support to VNP for Dark Skies Certification.

Voyageurs National Park Association has asked for a letter of support of the park's Dark Sky Certification. Megan Bond, VNPA representative, made a presentation on the Dark Sky program. The program is significant for boosting tourism to show that VNP has dark skies and no light pollution. The Heart of the Continent Partnership is seeking a regional dark sky designation, however, each local entity will need to get their certification first. Mayor Wagner commented that we should support VNP measures that boost tourism.

Recommendation by Councilmember Wilcox; seconded by Councilmember Kellner and carried unanimously to provide a letter of support to VNPA.

LIQUOR STORE

- Liquor Manager's Report

Liquor Store Manager Jenn Seegert gave her the monthly liquor store report. The Council reviewed the Liquor Store Operating Statement for the month of January, 2020 with a net profit of \$9,770.22 compared to 2019 with a net profit of \$516.85.

Mayor Wagner commented that the net profit was a great improvement over January 2019. Seegert stated that Mother Nature has helped this year with warmer weather for Ice Box Days and good snowmobile trails. Mayor Wagner commented that the opening of Cantilever could have helped increase traffic in the area. He commented that we have to take notice of things that may help businesses or are adverse. Seegert has a cribbage tournament scheduled for Sunday and a Cabin Fever party with a DJ on 29th. In March, the Old Timers Hockey tournament brings good business and another cribbage tournament will be scheduled. Mayor Wagner asked Ranier Rec Club Gambling Manager Berta Wilcox about Pull-tab sales. Wilcox stated that the pull-tab sales have been steady, but e-pull tabs have dropped a little. Wagner commented that the January numbers are a good way to start the year. Councilmember Coulombe noted that the 2020 operating expenses are almost the same as last year which shows that Seegert has been paying attention to costs. Wagner likes the idea of promoting functions. Berta Wilcox noted that Thunderbird Lodge has signs all along the snowmobile trail and wondered if the Muni could also post signs on the trail. Eric Johnson (in the audience) noted that everyone is welcome to put signs on the trail and that you would just need to work with the snowmobile club as to placement.

Recommendation made by Councilmember Wilcox; seconded by Councilmember Coulombe and carried unanimously to approve the January 2020 Liquor Store Operating Statement.

BUILDINGS, STREETS AND GROUNDS

- **Maintenance Report**

Public Works Supervisor Nick Sears reported that most of the month was taken up with moving snow but that is simmering down. Sears is moving snow away from fire hydrants and monitoring shallow sewer lines. He noted that there have been 2 residences' water lines that froze and broke after the meter with a significant amount of water loss. Councilmember Dunbar noted that snow could be moved from the west corner of Pine Street and Lake Avenue.

OTHER BUSINESS

Councilmember Coulombe would like to change next week's council meeting to Wednesday February 19.

A recommendation to change the council meeting date from February 18 to February 19 was made by Councilmember Coulombe; seconded by Councilmember Wilcox and carried unanimously.

OPEN FORUM

Audience member, Paul Jones wondered if there are any parking plans opening up for west Main Street and asked for full transparency. Mayor Wagner stated that he has been working on conceptual drawings which will also depict survey boundary lines. Wagner stated that once the conceptual drawings are complete, an open informational meeting would be set. Jones - would have to assume that any construction would be an open bid? Wagner – of course, once the design is set, then it will be passed on to WSN who is working with the county on the parking plan for CSAH 20 (east Main Street). Wagner stated that we may be able to get better pricing with inspections, mobilization, etc. Financing is one of the steps in the process.

Wagner stated that he has been getting quotes on the boat landing/parking lot project and will get as much information as can for an informational meeting.

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

THE COMMITTEE MEETING ADJOURNED @ 7:02 p.m.