

CITY COUNCIL MEETING AGENDA

SEPTEMBER 20, 2016

1. Call meeting to order
2. Pledge of Allegiance
3. Approve the Agenda
4. Mayor's Comments
5. Consent Agenda:
 - a. Approve minutes of September 6, 2016
 - b. Approve payment of list of bills
6. Representative of Advanced Disposal – explain the change from alley pickup to street side pickup and discuss recycling options for apartment buildings.
7. Open forum
8. Discuss 2017 budget proposal and adopt a resolution approving a proposed 2016 tax levy, collectable in 2017. See Resolution 2016-17 included in the Council packet.
9. Department reports:
 - Foley Police
 - Foley Public Works
 - City Engineer
 - City Administrator
10. Dewey Street, 2nd Ave. & 3rd Ave. feasibility report presented by Jon Halter. Feasibility Report included with Council packet.

Adopt a resolution receiving the feasibility report and calling for a public hearing on the improvement. The hearing to be scheduled for October 18th. See Resolution 2016-18 included in Council packet.
11. Set final public hearing on the 4th Ave. Improvements project presented by Jon Halter.

Adopt a resolution calling for a public hearing on the proposed assessments. The hearing to be scheduled for November 1st. See Resolution 2016-19 included in the Council packet.
12. Approve the quote from Titan Machinery for the purchase of a wheel loader which was discussed at the July 19, 2016 City Council meeting. See memo from Mark Pappenfus, Public Works Director and also the quote from Titan Machinery included in the Council packet.
13. Old Business
14. New Business
15. Adjourn

Bills		
Advanced Disposal/Veolia	Garbage Hauling	\$ 256.42
All Spec Services	August Bldg. Permits	\$ 5,393.61
Amy Poppenhagen	Typing Services- Joe Lunn Report- Police	\$ 7.50
Auto Value	Vehicle Supplies, Armorall & Spark Plugs	\$ 45.74
Batteries Plus	Batteries	\$ 42.27
Benton County Highway Dept.	Police Dept. Fuel	\$ 465.94
Benton County News	Council Meeting Minutes	\$ 1,781.75
Blue Cross Blue Shield of MN	Medical Ins.	\$ 8,220.00
Central McGowan	Medical Cylinders & Rent	\$ 158.42
Cloudnet	Monthly Account Fee	\$ 10.00
Coborns	PW Bathroom Supplies & Kitchen Supplies	\$ 96.68
Crysteel Truck Equipment	PW Boss V-Plow	\$ 7,421.34
Delta Dental	Dental Ins	\$ 913.05
Dirtworks 2000	work at compost site	\$ 8,560.00
Emergency Automotive Tech.	Whelen Responder LED Beacon	\$ 299.00
Emergency Automotive Tech.	Amber Light	\$ 228.82
Emergency Response Solution	Firedex FX-R	\$ 3,804.72
Fleet One LLC	PW Fuel	\$ 123.02
Foley Fuel & Lbr. Co.	Water & Sewer Supplies	\$ 723.10
Foley Hardware	Pool, PW & Mtce Repairs	\$ 880.95
G&K Services	PW Uniforms	\$ 327.33
Gorecki Mfg.	overpayment of final water bill	\$ 362.49
Granite Electronics	Front Mount Radios - PW - 2	\$ 1,884.46
Handyman's	Maintenance repairs - pw	\$ 43.00
Helmin Construction	Class 5 - Compost Pile	\$ 339.52
Henry's Waterworks	PW Parts	\$ 303.00
MN Dept. of Health	Community Water Supply Service Connecti	\$ 1,434.00
MN Fire Service Cert. Board	Recertification for expiring Firemen	\$ 350.00
MTI Distributing	Power Relay and harness wire	\$ 114.14
Medora Corporation	Motor control board & control box	\$ 565.08
Midway Iron	Steel Floor Plate	\$ 122.64
Murphy Chevrolet	Grinding Front Brakes, Batteries	\$ 557.73
Schlenner & wenner	Audited Financial Statements	\$ 4,365.00
Stearns DHIA Central Lab	Water & Sewer Analysis	\$ 184.00
		\$ 50,384.72

CITY OF FOLEY MINNESOTA

REGULAR CITY COUNCIL MEETING – SEPTEMBER 6, 2016

The September 6, 2016, City Council meeting was called to order at 5:30 P.M. at City Hall. Members present: Mayor Dave Mosford, Council Members Kris du'Monceaux, Brian Weis, Gerard Bettendorf and Leslie LeCuyer.

The pledge of allegiance was recited.

Approve the agenda – Councilmember LeCuyer requested the following items be added to the agenda: City Hall front office security and library telephone line; Emergency Management plan and procedures; City administrator hiring contract and closed session to discuss a personnel issue.

Motion by LeCuyer, seconded by du'Monceaux, to approve the agenda with the additions requested by Councilmember LeCuyer. Motion carried, unanimous.

Mayor's Comments – no comments at this meeting.

Consent agenda: Motion by Bettendorf seconded by du'Monceaux to approve the consent agenda items: Meeting minutes of August 16, 2016; Gambling license for St. John's Church to be used on November 13, 2016; Lease agreement with MN Dept. of Public Safety to use City Hall as a driver exam station; and approve payment of the list of the bills. Motion carried, unanimous.

The representative of Advanced Disposal was not able to attend the meeting due to a family funeral. Public Works Director, Mark Pappenfus, explained that he was informed by Advanced Disposal that the garbage will now be picked up on the street side instead of in the alley due to safety concerns.

Motion by Bettendorf, seconded by du'Monceaux, to table the issue until the September 20, 2016, meeting and request that a representative of Advanced Disposal attend that meeting. Motion carried, unanimous.

Open forum: Jeff Gondeck expressed his opinion about the issue of garbage pickup.

There was a discussion concerning security in the front office of the City Hall. Installing a security camera was discussed.

Motion by LeCuyer, seconded by du'Monceaux, to direct the City Administrator to obtain prices for installing a security camera in the office. LeCuyer, du'Monceaux, Bettendorf and Mosford aye; Weis nay. Motion carried.

There was a discussion concerning the telephone line used by the Foley Public Library. The City Administrator will investigate the cause of the issue and determine how to address the issue.

There was a discussion concerning communications between the City Departments. The inability to communicate by radio between the departments was presented as an issue.

Motion by LeCuyer, seconded by du'Monceaux, to direct the City Public Safety Committee to review the City emergency plan and procedures and present a recommendation as to how to improve communications between the City departments. Motion carried, unanimous.

Department Reports:

Police – Police Chief, Katie McMillan, presented the monthly calls report and informed the Council that the department is in the process of a scheduled training session.

Councilmember LeCuyer stated that a complaint was received against Officer Fread and that she had found the complaint to be invalid and she wished to compliment Officer Fread on his actions involving the reported incident.

Public Works – Public Works Director, Mark Pappenfus, Informed the Council that the summer employees will be leaving; the municipal swimming pool is now closed and he would like the Council to consider purchasing a new diving board for the pool, the department will be trimming trees especially in City alleys and the water tower will be pressure washed this fall to preserve the paint.

Engineer – City Engineer, Jon Halter, informed the Council that the curb on 4th Ave. is being poured; the base for the street lights will be poured next week and sidewalks are planned to be installed within the next two weeks. He intends to present a feasibility study for the Dewey Street project at the next meeting.

Attorney – City Attorney, Adam Ripple, informed the Council that he is working with Benton County on an agreement for the Dewey Street Improvement project.

Motion by du'Monceaux, seconded by Bettendorf, to approve payment to Nationwide Retirement Solutions in the amount of \$22,063.67 as per the separation agreement between the City of Foley and Robert Barbian. Motion carried, unanimous.

Motion by du'Monceaux, seconded by Bettendorf, to approve an amendment to the employment agreement with Sarah Brunn to include 19 days of vacation. Du'Monceaux, Bettendorf and LeCuyer aye; Mosford and Weis nay. Motion carried.

There was no old business discussed.

There was no new business discussed.

The regular City Council meeting was recessed and a closed session of the Foley City Council was called to order.

The closed session of the Foley City Council meeting was adjourned and regular City Council meeting was reconvened.

There was a discussion concerning the purchase of new portable radios that would allow the Police, Public Works and Fire Department to communicate directly with other departments. There was also a

discussion concerning holding a communications training session between the Foley Police Department, Foley Public Works Department, Foley Fire Department and Benton County Sheriff's Dispatch service. No decision was made at this time.

Motion by Bettendorf, seconded by LeCuyer, to adjourn. Motion carried, unanimous.

Richard Zimmer, Interim City Administrator

SUMMARY OF CLOSED FOLEY CITY COUNCIL MEETING

SEPTEMBER 6, 2016

Members present: Mayor Dave Mosford, Councilmembers Kris du'Monceaux, Brian Weis, Gerard Bettendorf and Leslie LeCuyer.

The Council met in closed session to hold a performance review of a City employee.

The closed session was adjourned.

Richard Zimmer, Interim City Administrator

CITY OF FOLEY
COUNTY OF BENTON
STATE OF MINNESOTA

RESOLUTION 2016 – 18

A RESOLUTION RECEIVING FEASIBILITY REPORT AND
CALLING HEARING ON IMPROVEMENT

WHEREAS, a report has been prepared by SEH with reference to proposed Improvement No. 138502, the improvement of Dewey Street between Norman Avenue and Stony Brook Creek, 2nd Avenue between John Street and Main Street, and 3rd Avenue between John Street and Main Street by reconstructing the streets, storm sewer, water main, sanitary sewer, and sidewalks, and this report was received by the council on September 20, 2016, and

WHEREAS, the report provides information regarding whether the proposed improvement is necessary, cost-effective, and feasible; whether it should best be made as proposed or in connection with some other improvement; the estimated cost of the improvement as recommended; and a description of the methodology used to calculate individual assessments for affected parcels.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF FOLEY, MINNESOTA:

1. The council will consider the improvement of such street in accordance with the report and the assessment of abutting property for all or a portion of the cost of the improvement pursuant to Minnesota Statutes, Chapter 429 at an estimated total cost of the improvement of \$3,449,331.
2. A public hearing shall be held on such proposed improvement on the 18th day of October, 2016, in the council chambers of the city hall at 5:30 p.m. and the administrator shall give mailed and published notice of such hearing and improvement as required by law.

Adopted by the council this 20th day of September, 2016.

David Mosford, Mayor

Attest:

Sarah A. Brunn, Administrator

CITY OF FOLEY
COUNTY OF BENTON
STATE OF MINNESOTA

RESOLUTION 2016 – 19

A RESOLUTION FOR RESOLUTION FOR HEARING ON PROPOSED ASSESSMENT

WHEREAS, by a resolution passed by the council on September 20, 2016, the city administrator was directed to prepare a proposed assessment of the cost of improving:

- 4th Avenue North between Main Street and Stony Brook Creek.

and WHEREAS, the clerk has notified the council that such proposed assessment has been completed and filed in his office for public inspection;

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF FOLEY, MINNESOTA:

1. A hearing shall be held on the 1st day of November, 2016, in the city hall at 5:30 (p.m.) to pass upon such proposed assessment, and at such time and place all persons owning property affected by such improvement will be given an opportunity to be heard with reference to such assessment.
2. The city administrator is hereby directed to cause a notice of the hearing on the proposed assessment to be published once in the official newspaper at least two weeks prior to the hearing, and the clerk shall state in the notice the total cost of the improvement. The clerk shall also cause mailed notice to be given to the owner of each parcel described in the assessment roll not less than two weeks prior to the hearings.
3. The owner of any property so assessed may, at any time prior to certification or the assessment to the county auditor, pay the whole of the assessment on such property, with interest accrued to the date of payment, to the City of Foley, MN, except that no interest shall be charged if the entire assessment is paid within 30 days from the adoption of the assessment. The owner may at any time thereafter, pay to the City of Foley, MN the entire amount of the assessment remaining unpaid, with interest accrued to December 31 of the year in which such payment is made. Such payment must be made before November 15 or interest will be charged through December 31 of the succeeding year.

Adopted by the Council this 20th day of September, 2016.

David Mosford, Mayor

Attest:

Sarah A. Brunn, Administrator

City of Foley Mayor & City Council Members

September 15, 2016

Attached is a quote from Titan Machinery for the purchase of a Wheel Loader that was discussed at the July 19, 2016 City Council Meeting. Public Works Staff demoed 4 makes of Wheel Loaders prior to making this recommendation.

The price is slightly higher than the original amount that was discussed as it includes \$9,083, less \$2,500 trade, for the purchase of a 5 cubic yard snow bucket. Also the trade in value is a few thousand dollars less than was given by vendors when this process began over 1½ years ago. With those 2 items taken into consideration, we are right in line with the \$130,000 that was budgeted in the 2016 Budget.

This loader is to be purchased through a State of MN Purchasing Contract that will end on September 30, 2016. If the loader would not be ordered by this date the price will increase an estimated 3-5% with the new contract. The price of purchasing a loader on the State contract is approximately 30% under the cost of private sector purchasing the same machine. The reduction in pricing is what allows Cities to purchase new equipment slightly earlier than private, there for reducing maintenance and repair costs.

I would like to recommend that the City Council approve the attached quote from Titan Machinery through the MN State Contract #90752 at the Sept. 20th City Council Meeting.

Thank you,

Mark Pappenfus
City of Foley Public Works Director

Quotation



14375 James Rd.
Rogers, Mn. 55374
Phone: 763-428-5099
Fax: 763-428-5051

9/7/2016

Mark Pappenfus
City of Foley
251 4th Ave.
Foley, MN. 56329
320 968-4082

Prepared by:
Bill Greeley
Sales Representative
Mobile: 612-865-3052

Quantity	Description	Total
1	We are pleased to quote (1) New 2016 Case 721F	
	wheel loader per the Minnesota State contract	
	number 90752. Equipped with standard features	
	including:	
	Base 721F	\$ 140,298.00
	AM/FM weaterband radio	\$ 435.00
	Air suspension seat	\$ 263.00
	Headrest	\$ 65.00
	Heated right and left mirrors	\$ 355.00
	Right hand brake pedal	\$ 160.00
	LH and RH full coverage fenders and steps	\$ 2,205.00
	Ride control	\$ 2,025.00
	Sun visor	STD
	Rear mounted camera with cab display	\$ 1,052.00
	Cold weather package	STD
	Hydraulic oil cooler with reversing fan	STD
		Continued

If you have any questions concerning this quotation, please contact me at the number noted above.

Approved By: _____ Date: _____

THANK YOU FOR YOUR BUSINESS!

Quotation



14375 James Rd.
 Rogers, Mn. 55374
 Phone: 763-428-5099
 Fax: 763-428-5051

9/7/2016

Mark Pappenfus
 City of Foley
 251 4th Ave.
 Foley, MN. 56329
 320 968-4082

Prepared by:
Bill Greeley
Sales Representative
Mobile: 612-865-3052

Quantity	Description	Total
1	We are pleased to quote (1) New 2016 Case 721F	
	wheel loader per the Minnesota State contract	
	number 90752. Equipped with standard features	
	including:	
	Limited slip differentials front and rear	STD
	5 speed transmission	\$ 1,580.00
	Remote jump terminals	STD
	2 additional front cab lights	\$ 56.00
	20.5 X 25 L2 radial tires	\$2,905.00
	No tire brand preference	STD
	3-spool valve with two lever controls	\$ 1,300.00
	ACS compatible 2000 series male master coupler	
	and ACS 3.0 cy. GP bucket with edge	\$ 9,202.00
	3YR/3000 hour full machine warranty "0" deductible	STD
	3YR/3000 hour scheduled maintenance	STD
	3YR/3000 hour site watch subscription	STD
		Continued

If you have any questions concerning this quotation, please contact me at the number noted above.

Approved By: _____ Date: _____

THANK YOU FOR YOUR BUSINESS!

Quotation



14375 James Rd.
 Rogers, Mn. 55374
 Phone: 763-428-5099
 Fax: 763-428-5051

9/7/2016

Mark Pappenfus
 City of Foley
 251 4th Ave.
 Foley, MN. 56329
 320 968-4082

Prepared by:
Bill Greeley
Sales Representative
Mobile: 612-865-3052

Quantity	Description	Total
1	We are pleased to quote (1) New 2016 Case 721F	
	wheel loader per the Minnesota State contract	
	number 90752. Equipped with standard features	
	including:	
	Page 3,	
	Delivery charge	N/C
	Sub Total	\$ 161,901.00
	Trade:	
	1995 Case 721B XT wheel loader with bucket	(\$28,000.00)
	Case Allied 5.0cy light material bucket with ACS	
	Pro 2000 series coupler and bolt on edge.	\$ 9,083.00
	Trade:	
	ACS used 5.0 cy light material bucket	(\$2,500.00)
	Total	\$ 140,484.00

If you have any questions concerning this quotation, please contact me at the number noted above.

Approved By: _____ Date: _____

THANK YOU FOR YOUR BUSINESS!