

Pursuant to due call and notice thereof, a City Council Meeting was duly held in the City Council chambers at 7:05 p.m. on the 13th day of May, 2014. The following members were present: Council Members, Fred Barsness, Russ Thurmes, Richard Nielsen and Bryan Haugen. Absent: Mayor Mike Engel. Also present: Administrator Mark Vahlsing, Engineer Joe Palen, Attorney Scott Riggs and Administrative Assistant Pam Blow.

CITIZEN COMMENTS

None

ADOPT AGENDA

Motion by Nielsen seconded by Haugen to approve the agenda as published. Motion carried 4-0-0.

CONSENT AGENDA

Motion by Nielsen seconded by Thurmes to approve the Consent Agenda, which includes payment of check numbers, 60761 through 60902; 2146E through 2160E; and additional checks 60903 through 60918. Motion carried 4-0-0.

PRESENTATIONS

Presentation to Ron Grose

Council Member Haugen presented a plaque to Mr. Grose to show the appreciation of the City for his forty-seven years of service in the community.

ENGINEERING

Wastewater Treatment Facility Project

Update

Engineer Palen stated that the Wastewater project is continuing, and noted that some improvements that are weather-dependent will be delayed somewhat. The wet weather has held up progress on the EQ basin; however, no bypass pumping has been needed at the wastewater plant. Palen noted that the biosolids that were to have been land-applied will have to be stockpiled until they can be removed. Barsness noted that the disposal of the biosolids is the responsibility of the contractor for the project. The project remains on schedule at this time.

Pay Request #9 for Winona Mechanical

Motion by Nielsen, seconded by Thurmes to approve the payment of \$67,106.34 as recommended by Stantec. Motion carried 4-0-0.

434 Trondheim Road Building Removal Update

According to Palen, the foundation of the building still needs to be removed and the site filled in when the ground isn't so wet. A well permit has been issued for sealing the well, and this will be done when the weather permits. Administrator Vahlsing stated that there was concern that part of the foundation remained in the site and was covered by fill brought in by the contractor. Palen stated that further investigation is needed to determine if any debris remains in the area where the house was removed.

2014 Seal Coat Project Proposals

Administrator Vahlsing noted that there were three proposals received for the chip sealing project and two proposals were received for the crack fill procedure. Pearson Brothers had the low bid of \$49,000 (including a second-sweep cleanup), and BMI had the low crack fill bid of \$4,197. Vahlsing noted that MNDOT specifications were used for the level of oil and gravel for the chip sealing. Councilman Barsness commented that the 20 lbs. of rock per yard may not create a good end result, based on the project done in 2010. Palen noted that there was a rain shower during the application of the oil during 2010 and that could have affected the end result. Thurmes suggested getting a proposal for 25 – 30 lbs. per square yard of rock. This matter was tabled until the June meeting. Vahlsing will get revised proposals.

LEGAL

Lot Split Request – Todd Angelstad Countryside Meadows

Administrator Vahlsing stated that Mr. Anglestad was seeking approval to divide a lot in Countryside Meadows subdivision. This development was a planned unit development (PUD) project. The construction of twin homes is shown on the final plat. Angelstad plans to build a twin home for re-sale, and it would be sold as two separate properties. Attorney Riggs noted that the twin home construction in the original PUD for this lot was to have been a rental unit and that is why the parcel was not divided in the original plat.

Resolution 2014-07: A Resolution Approving Minor Subdivision of City of Kenyon Property (Lot 5;

Block 2 Countryside Meadows)

Motion by Thurmes, seconded by Nielsen to approve Resolution 2014-07. Motion carried 4-0-0.

Approve Liquor License for Kenyon Country Club and VFW Post 141

Motion by Haugen, seconded by Thurmes to approve the renewal for the Kenyon Country Club (on-sale and Sunday), and VFW Post 141 (club) licenses. Motion carried 4-0-0.

OLD BUSINESS**Fire Department Facility Committee Update**

Administrator Vahlsing noted that the committee would be meeting tomorrow night to consider three preferred site locations for a new facility and their recommendation will be brought to the council for the June meeting.

NEW BUSINESS**Economic Development Authority**

Administrator Vahlsing stated that EDA member Ove Oren will be resigning in June. Councilman Barsness thanked him for his years of service to the commission. Stuart Campbell has applied to replace Oren. Motion by Haugen, seconded by Thurmes to appoint Mr. Campbell to the EDA. Motion carried 4-0-0.

Resolution 2014-06: A Resolution Establishing a Goodhue County Absentee Ballot Board

Administrator Vahlsing noted that this is a formality for the up-coming election for review of absentee ballots. Motion by Thurmes, seconded by Nielsen to approve Resolution 2014-06. Motion carried 4-0-0.

Approve Hire of Wayne Ehrich – Public Works Department

Administrator Vahlsing reviewed the hiring process for the newly created Public Works position. Motion by Nielsen, seconded by Haugen to approve the hiring of Wayne Ehrich as a Public Works Worker at a starting salary of \$17.72 per hour. Motion carried 4-0-0.

Approve Hiring of Lifeguards & Pool Manager

Motion by Thurmes, seconded by Nielsen to approve the hiring of lifeguards and pool manager as listed on the agenda. Motion carried 4-0-0.

2014-15 Employee Health Insurance Renewal

Administrator Vahlsing stated that the renewal for employee health insurance effective July 1, 2014, was expected to represent a thirty percent increase due in part to the Affordable Health Care Act. All employers have had to recalculate the structure of health insurance premiums. Our current provider, Preferred One, is offering the most reasonable rates and will provide three levels of coverage. This will result in a thirty-eight percent increase in costs from last year. There are two HSA plans - an 80/20 split, and 100% coverage. Employees would have pay the difference between the 80% and 100% plans. There is also a conventional health plan with no HSA. Motion by Nielsen, seconded by Haugen to approve Preferred One as the provider for employee health insurance effective July 1, 2014. Motion carried 4-0-0.

Resolution 2014-08: A Resolution Authorizing Investments and Transfer of City Funds with Citizens Community Federal

Administrator Vahlsing noted that the funds deposited at this bank will be short-term. Motion by Thurmes, seconded by Haugen to approve Resolution 2014-08. Motion carried 4-0-0.

OTHER BUSINESS**Schedule of Upcoming Meetings**

Regular City Council Meeting: Tuesday, June 10th @ 7:00 p.m.

COUNCIL AND STAFF GENERAL COMMENTS

Haugen and Nielsen thanked Barsness for chairing the meeting tonight.

Thurmes thanked Steve Baalson and the public works crew for the work on the Boulevard of Roses, and hopes that all the street lights on the Boulevard can be turned back on.

Motion Haugen, seconded by Thurmes to adjourn the meeting at 7:59 p.m. Motion Carried 4-0-0.

Pursuant to due call and notice thereof, a City Council Meeting was duly held in the City Council chambers at 7:00 p.m. on the 10th day of June, 2014. The following members were present: Mayor Mike Engel; Council Members, Fred Barsness, Russ Thurmes, and Bryan Haugen. Absent: Richard Nielsen. Also present: Administrator Mark Vahlsing, Engineer Joe Palen, and Administrative Assistant Pam Blow.

CITIZEN COMMENTS

None

ADOPT AGENDA

Motion by Barsness seconded by Haugen to approve the agenda as published. Motion carried 4-0-0.

CONSENT AGENDA

Motion by Thurmes seconded by Barsness to approve the Consent Agenda, which includes payment of check numbers, 60919 through 61055; 2161E through 2175E; and additional checks 61056 through 61065. Motion carried 4-0-0.

ENGINEERING

Wastewater Treatment Facility Project

Update

Engineer Palen stated that the Wastewater project is continuing. He noted that there are remaining areas of the project that still need to be completed. The contractor submitted a revised schedule that shows completion of the EQ basin on 7/7/14, and overall project completion by 9/1/14. The contract requires final completion by 6/26/14. There are liquidated damages in the contract and they should be discussed at the end of the project. Ron LaFond from Stantec submitted a memo that was included in the packet regarding the disposal of the biosolids. According to the memo, there are a larger volume of biosolids than originally estimated. Approximately two-thirds of the biosolids material can be spread around the EQ basin. The rest of the biosolids will be land applied. Councilman Barsness noted that the land application should have been done last fall, and he expressed his displeasure regarding the discrepancy in the amount of biosolids that was estimated by Stantec in the original bid. Administrator Vahlsing noted that the Public Works department can spread the land-applied biosolids, which will be more cost-effective than if the contractor does the application. Vahlsing suggested that this item could balance out with liquidated damages in the future. Palen estimated that the difference in the actual cost to dispose of the biosolids and the original bid could be as much as \$10,000. Mayor Engel was assured by Engineer Palen that if the EQ basin is needed in an emergency before the water-balance testing is done, the test would just need to be started over.

Pay Request #10 for Winona Mechanical

Motion by Haugen, seconded by Thurmes to approve the payment of \$15,121.39 as recommended by Stantec. This amount represents payment of approximately ninety percent of the contract. Motion carried 4-0-0.

434 Trondheim Road Building Removal Update

According to Palen, the walls and floor slab were removed at the site, and the topsoil will be filled in when it dries out. Administrator Vahlsing noted that the engineering fee for the project is a "not-to-exceed" amount.

2014 Seal Coat Project Proposals

Administrator Vahlsing contacted the original bidders to have them revise their proposals to 25 pounds per square yard of rock for the chip sealing. The specifications were also sent to additional contractors as recommended by Engineer Palen. Motion by Barsness, seconded by Thurmes to approve the proposal from Pearson Bros. Inc. for the chip sealing and BMI for the crack repair. Motion carried 4-0-0.

RAW Construction Request for Payment

According to Palen, the contractor has begun work on the punch-list items. According to the draft request for payment submitted by Palen, the \$2,600 cost to seal coat the inferior wear-course paving on 3rd Street could be assessed as liquidated damages because the contractor did not complete the project on time. This payment request will be considered further when the contractor has completed the punch list items and addressed the paving.

OLD BUSINESS**Fire Department Facility Committee Update**

Administrator Vahlsing noted that the committee reviewed three possible locations for a fire hall, and selected a site owned by Central Valley Co-Op. CVC is interested in selling a portion of the site where their fuel station is located, which is approximately .9 of an acre in size. Once the council has officially approved of the site, then a feasibility study and design can be done.

City Hall Reception Area Renovations

According to Administrator Vahlsing, the construction of a half wall with a gate will provide a more controlled access to the main reception area in the office.

Main Street Banners

Several designs submitted by Write On for banners were presented, and Administrator Vahlsing noted that it would be good to have the new banners in place prior to the Rose Fest celebration. Motion by Barsness, seconded by Thurmes to allow Vahlsing to work with Write On to create the banners, using three of the designs that were submitted. One quarter of the existing banners will be kept in place. Motion carried 4-0-0.

NEW BUSINESS**Southern MN Initiative Foundation**

Administrator Vahlsing noted that this organization is looking for support and/or donations, and the consensus of the council was that this should be addressed by the EDA at their next meeting.

“Adopt-a-Park” (Foldcraft – Trondheim Park)

Administrator Vahlsing stated that Foldcraft has requested to adopt Trondheim Park. They would do a cleanup project at the park twice per year for the next two years. A sign reflecting their participation would be put up at the park. Motion by Thurmes, seconded by Haugen to approve the adoption of Trondheim Park by Foldcraft. Motion carried 4-0-0.

PRESENTATIONS**Legislative Update – Senator Matt Schmidt**

Senator Schmidt distributed information regarding the highlights of the recent legislative session, including the budget surplus distribution and the bonding bill.

OTHER BUSINESS**Schedule of Upcoming Meetings**

Historic Preservation Commission Mtg.: Tuesday, July 8th @ 5:30 p.m.

Regular City Council Meeting: Tuesday, July 8th @ 7:00 p.m.

EDA Meeting: Tuesday, July 22nd @ 8 a.m. – City Hall

COUNCIL AND STAFF GENERAL COMMENTS

Mayor Engel expressed his appreciation for the pot luck meal that was hosted by the Historical Society at the Gunderson House this evening.

Councilman Barsness noted that our thoughts and prayers are with Councilman Nielsen.

Councilman Thurmes noted the fundraiser being conducted by the VFW and Color Guard for improvements to Veterans’ Park. Thurmes also mentioned the Municipal Liquor store’s golf event.

Motion Engel, seconded by Thurmes to adjourn the meeting at 8:22 p.m. Motion Carried 4-0-0.

Pam Blow, Deputy Clerk

Michael Engel, Mayor

Pursuant to due call and notice thereof, a City Council Meeting was duly held in the City Council chambers at 7:00 p.m. on the 8th day of July, 2014. The following members were present: Mayor Mike Engel; Council Members, Fred Barsness, Russ Thurmes, and Bryan Haugen. Absent: Richard Nielsen. Also present: Administrator Mark Vahlsing, Attorney Scott Riggs, Engineer Joe Palen, and Administrative Assistant Pam Blow.

CITIZEN COMMENTS

None

ADOPT AGENDA

Addition: / XI / New Business / E / Emergency Response Time for Kenyon Police Department. Motion by Thurmes seconded by Haugen to approve the agenda as amended. Motion carried 4-0-0.

CONSENT AGENDA

Motion by Haugen seconded by Barsness to approve the Consent Agenda, which includes payment of check numbers, 61102 through 61216; 2176E through 2191E; and additional checks 61218 through 61236. Motion carried 4-0-0.

ENGINEERING

Wastewater Treatment Facility Project

Update

According to Engineer Palen, the contractor is hauling sand and rock for the EQ basin at this time to prepare the site for the installation of the liner. Once the site is prepared, the MPCA will come for an inspection. Hopefully, the liner will be installed next week.

Winona Mechanical Contract Extension Request

The original completion date for the project was June 26, 2014. The contractor has submitted a letter requesting an extension, along with a timeline which shows the final completion by the end of October. Engineer Palen noted that normally, contract extensions are not granted. Administrator Vahlsing recommended that the City wait until the end of the project to consider the extension request. Motion by Barsness, seconded by Thurmes to deny the contract extension request at this time; to be considered at the end of the project. Motion carried 4-0-0.

Stantec – Wastewater Treatment Project Engineering Contract Cost Increase Request

According to Engineer Palen, the original contract was based on the completion date of June, 2014, and because the project has dragged on, Stantec has had extra expenses. Palen estimates that the additional expenses could be \$10,500 based on the final completion date of the end of October. Administrator Vahlsing asked Engineer Palen why the engineering expenses had reached the not to exceed amount while the project was not completed. He also questioned the need for additional fees at this time. He recommended waiting until the project was completed to review the request. Motion by Barsness, seconded by Thurmes to table this matter until the project is complete. Motion carried 4-0-0.

434 Trondheim Road Building Removal Update

According to Palen, the well has been sealed, and the contractor will be finishing the project tomorrow (July 9).

3rd Street Improvement – RAW Construction Update

Engineer Palen stated that there are some remaining “punch list” items to be completed on this project. The sealcoat will be completed on July 29th. The final payment may be submitted for the August meeting.

OLD BUSINESS

Fire Department Facility Committee Update

Administrator Vahlsing stated that the committee had met last night. They discussed other site options because of the recently discovered environmental issues on the Central Valley Co-op site. Vahlsing will be investigating the Cemstone cement plant site and a portion of the Minnesota Mattress site. He stated that he is also looking into sites north of the old hotel (730 2nd Street).

Update on City Hall Reception Area Renovations

Administrator Vahlsing reviewed a copy of the plan for the construction of a half wall and gate in the reception area. The design calls for counter space, cabinetry and a locking gate. LM Construction would be completing the work later in July or August.

NEW BUSINESS**Rose Fest Requests****Street Dance Permit – Liquor Store; Parade Permit; Port-a-Potty Payment; Street Closures; Banner for Main Street**

Motion by Haugen, seconded by Thurmes to approve all requests, including a thirty-foot banner purchase. Motion carried 4-0-0.

Resolution 2014-09: A Resolution of Adoption of Primary Election Judges for 2014

Motion by Barsness, seconded by Haugen to approve Resolution 2014-09. Motion carried 4-0-0.

LMCIT Liability Coverage Waiver

Motion by Engel, seconded by Thurmes to approve this annual designation for state-mandated liability limits. Motion carried 4-0-0.

Donation to Construction of Veterans' Memorial Park

The VFW was seeking donations toward the cost a veteran's memorial. Administrator Vahlsing noted that there is no precedent for this request, but it is appropriate because it is a type of monument and fits in with City criteria for donations. Councilman Haugen noted that the monument is an impressive piece of stone. Motion by Haugen, seconded by Engel to donate \$500 to the construction of the Memorial Park. Motion carried 4-0-0.

Emergency Response Time for Kenyon Police Department

Administrator Vahlsing stated that in order to expand the pool for full-time officers, the Personnel Committee has discussed expanding the emergency response time and allowing the officers to live outside the City. Administrator Vahlsing noted that most cities have a 25 – 45 minute requirement, and some cities have none at all. Chief Sjolander and Administrator Vahlsing would work with the prospective employee to ensure that the response time criteria be reasonable and fit in with the needs of the City. Motion by Barsness, seconded by Thurmes to amend the Personnel Policy to require a 25 minute response time within six months of employment by the City for full-time police officers. Motion carried 4-0-0.

OTHER BUSINESS**Schedule of Upcoming Meetings**

EDA Meeting: Tuesday, July 22nd @ 8 a.m. – City Hall

SEMLM Summer Meeting: Tuesday, July 29th @ 5 p.m. - Winona

Regular City Council Meeting: Tuesday, August 12th @ 7:00 p.m.

ZIP Rail Public Open House – July 31st from 5 – 7 p.m. @ K-W School

July 29 – August 12: Filing Dates for Local Office (Mayor & 2 Council Members)

COUNCIL AND STAFF GENERAL COMMENTS

Administrator Vahlsing noted that KTTC will be featuring Kenyon during their “On the Road” feature on August 1st at 6 p.m.

Motion Haugen, seconded by Thurmes to adjourn the meeting at 8:46 p.m. Motion Carried 4-0-0.

Pam Blow, Deputy Clerk

Michael Engel, Mayor

Pursuant to due call and notice thereof, a City Council Meeting was duly held in the City Council chambers at 5:00 p.m. on the 14th day of August, 2014. The following members were present: Mayor Mike Engel; Council Members, Fred Barsness, and Russ Thurmes. Absent: Richard Nielsen and Bryan Haugen. Also present: Administrator Mark Vahlsing, Attorney Scott Riggs, Engineer Joe Palen, and Administrative Assistant Pam Blow.

CITIZEN COMMENTS

None

ADOPT AGENDA

Addition: / VII / Engineering / D / Trondheim Area Wear Course Update; / XI / New Business / F / VFW Street Dance and Road Closure; / XII / Other / 2 / Schedule Budget Work Session Meeting. Motion by Barsness seconded by Thurmes to approve the agenda as amended. Motion carried 3-0-0.

CONSENT AGENDA

Motion by Thurmes seconded by Barsness to approve the Consent Agenda, which includes payment of check numbers, 61270 through 61423; 2193E through 2215E; and additional checks 61458 through 61490. Motion carried 3-0-0.

ENGINEERING

Wastewater Treatment Facility Project Update

According to Engineer Palen, the contractor has completed the installation of the EQ basin liner. The basin is currently being filled with water. After filling is completed, the water balance test can be completed. Site grading is on-going. By the end of the week, the EQ Basin site will be ready for fencing and seeding. According to Administrator Vahlsing, the contractor started filling the pond before it was approved by the MPCA. If there are any repercussions from this action, they will be solely the responsibility of the contractor, and/or the Engineer. Administrator Vahlsing also discussed the level of the EQ Basin. The Contractor Winona Mechanical had informed him that they were told by Stantec that the basin had to be filled to six feet as required by MPCA. The Contractor is planning on submitting a change order request to cover the cost of the additional water being pumped into the basin. Vahlsing stated that MPCA had informed him that Stantec was made aware of the six foot requirement during the feasibility plan review, and questioned why the City would have to cover the cost of a change order in this situation. Vahlsing mentioned that he hopes to be able to lease out the additional land that will be available south of the existing EQ basin.

Winona Mechanical Pay Request #11

Motion by Barsness, seconded by Thurmes to approve the payment request of \$73,273.45 as recommended by Stantec. This payment represents 95.7% of the total contract. Motion carried 3-0-0.

Adjust Fence Location by EQ Basin

According to Engineer Palen, Stantec is recommending that the fence along the south and west side of the EQ basin be placed closer to the toe-slope of the pond. A change order will be processed that will result in a reduction of the overall contract amount.

434 Trondheim Road Building Removal - Request for Payment

According to Palen, the grass is growing over the removal site, and the homeowner has been billed for the project. Motion by Thurmes, seconded by Barsness to approve the payment of \$11,200 to Fitzgerald Excavating. Motion carried 3-0-0.

2013 Sewer Improvement – RAW Construction Payment Request #4

Engineer Palen stated that the bituminous patching and seal coat has been completed. The payment request is being submitted for the retainage minus liquidated damages (cost of seal coat for 3rd Street). Motion by Thurmes, seconded by Barsness to approve the payment of \$8,032.12. Motion carried 3-0-0.

Trondheim Area Wear Course

Engineer Palen has inspected the areas requiring the wear course in Whitetail Ridge 2nd addition, and found that certain portions of the roads show fatigue and cracking. In addition, the manholes and gate valve boxes would need to be raised. Weeds and vegetation will need to be eliminated and crack-filled before paving. Palen suggested that consideration should be given to put 2 ½" of pavement on the road instead of 1 ½" in lieu of removing fatigued pavement. Councilman Barsness commented that the taxpayers will not be paying for the project. Attorney Riggs noted that if Bigelow does not complete this project that there are legal options that the City can take. One option would be to conduct an

internal assessment and pay back the City when the lots are sold. Administrator Vahlsing stated that Bigelow asked for specifications to bring the road up to standards, and noted that the City does not want to front the cost of the project.

LEGAL

Kenyon Sunset Home Subordination Agreement

Attorney Riggs commented that the City has done this type of action before for this project with the Sunset Home in the past. There would not be any issues if the City approves the subordination agreement.

Motion by Thurmes, seconded by Barsness to approve the subordination agreement. Motion carried 3-0-0.

OLD BUSINESS

Fire Department Facility Committee Update

According to Administrator Vahlsing, he has met with the property owners regarding the sites reviewed by the Fire Facility Committee. The council will need to recommend a site, and then the Committee will discuss planning a feasibility study and getting a financing plan done. For the Cemstone property, the owners will consider doing site demolition, and this could be part of the sale price negotiations if their site is chosen. If the old hotel and property to the north were chosen, it would add \$300,000 to demolish the buildings and move the electric feeder lines under the properties. Vahlsing noted that the council should try to decide on a preferred site at the September meeting.

NEW BUSINESS

Approve Rose Fest 5K Run Route

Motion by Thurmes, seconded by Barsness to approve the request. Motion carried 3-0-0.

Phone System Replacement Proposals

Administrator Vahlsing made reference to two proposals received for a replacement phone system for city offices. The system would provide new hard-wired phones and upgraded operating systems. Motion by Barsness, seconded by Thurmes to authorize staff to determine the best system and purchase it based on the two proposals. Motion carried 3-0-0.

Kenyon Veterans' Color Guard Picnic – Permit for Liquor in Depot Park

Motion by Barsness, seconded by Thurmes to approve the request for Saturday, September 6, 2014. Motion carried 3-0-0.

Change Date for November, 2014 City Council Meeting

Because the regularly scheduled Council meeting in November would fall on a holiday, it was decided to change the date to Monday, November 10, 2014 at 7 p.m.

Approve Hiring of Full-time Police Officer

Motion by Thurmes, seconded by Barsness to approve the hiring of Benjamin Beighley as a full-time police officer at a starting wage of \$16.56 per hour. Motion carried 3-0-0.

VFW Street Dance and Road Closure

Motion by Thurmes, seconded by Barsness to approve the street dance and road closure request for Friday, August 15, 2014 as requested by the VFW Commander Ray Dawson. Motion carried 3-0-0.

OTHER BUSINESS

Schedule of Upcoming Meetings

Regular City Council Meeting: Tuesday, September 9th @ 7:00 p.m.

City Council Budget Work Session: Thursday, September 4th @ 5 p.m.

COUNCIL AND STAFF GENERAL COMMENTS

None

Motion Barsness, seconded by Thurmes to adjourn the meeting at 6:25 p.m. Motion Carried 3-0-0.

Pursuant to due call and notice thereof, a Special City Council work session/meeting was duly held in the City Hall conference room at 5:00 p.m. on the 4th day of September, 2014. The following members were present: Mayor Mike Engel; Council Members, Fred Barsness, Bryan Haugen and Russ Thurmes. Absent: Richard Nielsen. Also present: City Administrator Mark Vahlsing, and Fire Chief John Lee.

Review Proposed Budget and 2015 Levy

City Administrator Vahlsing stated that development of the 2015 budget was underway. He said that the main focus of discussion by the Council for the work session should be revenue and specifically the maximum levy. He reviewed the draft revenue budget for each department with the Council. He also reviewed a spreadsheet that showed the current levy broken down by department and the total. It showed the impact of a 3% and 5% increases in the levy. The final maximum levy is required to be adopted by the end of September. After this adoption, the levy cannot be raised, but it could be lowered before the end of the year. The final budget and levy are required to be adopted by the end of December. The Council discussed the budget further.

Chief John Lee - Fire Department Pumper Purchase

Chief John Lee reviewed the concept for a new pumper fire truck with the Council. He went over a modified schematic of the truck design. He stated that the new pumper would replace the 1983 Yellow pumper unit. The updated estimated cost of the truck would be \$375,000. City Administrator Vahlsing stated that there is \$243,000 in the Fire Department capital account. He also discussed options for a 5-year lease. Administrator Vahlsing recommended that the proposal be brought back before the Council at their September regular meeting. At that meeting the Council could review the proposal further and consider authorizing the purchase. Chief Lee will provide an updated cost estimate for the truck and needed equipment to outfit it.

Discuss 2015 Engineering Services and Request for Proposals

As part of the budget review the Council discussed conducting an RFP process for 2015 engineering services. Administrator Vahlsing highlighted concerns and issues that the City has had with Stantec engineering. Issues of concern are centered on communications, and cost of service. He also stated that even if an RFP process is conducted, the current engineering firm still could be retained for 2015.

Motion by Barsness, to authorize the City Administrator to advertise and conduct an RFP process for municipal engineering services for 2015. The deadline to submit proposals would be October 4, 2014. Seconded by Thurmes. Motion Carried 4-0-0

Motion by Haugen to adjourn the special council meeting, Seconded by Thurmes, Motion Carried.

Mark R. Vahlsing, City Administrator

Michael Engel, Mayor