

OFFICIAL CITY COUNCIL PROCEEDINGS  
REGULAR SESSION  
JANUARY 2, 2018

A regular session of the Granite Falls City Council was called to order by Vice President Steve Nordaune at 7:00 p.m., Monday, January 2<sup>nd</sup>, in the Council Chambers of City Hall. Council Members present: DuWayne Galow, Sarina Otaibi and Scott Peterson. Council Members absent: Mayor Smiglewski and Joe Fagnano. Staff present: City Manager Crystal Johnson, Finance Director Neal Carstensen and City Clerk Joan Taylor. Also in attendance were EDA Director Cathy Anderson and Advocate Tribune News Reporter Noah Lusti.

MINUTES: M/S GALOW/PETERSON TO APPROVE THE MINUTES OF THE DECEMBER 18<sup>th</sup> REGULAR MEETING. Motion carried unanimously by those present.

BILLS: M/S GALOW/OTAIBI TO APPROVE BILLS PRESENTED FOR PAYMENT. Motion carried unanimously by those present.

REPORTS: The following reports were acknowledged at this time: Kilowatt Community Center Board, Public Works, Utilities Commission and Fire Department.

EDA: EDA Director Cathy Anderson was in attendance to discuss with council the possibility of submitting an application for a DEED Work Force Housing Grant in partnership with the Southwest Minnesota Housing Partnership. Following discussion it was the consensus of council to move forward with researching the grant.

AIRPORT: Staff advised council that Diane Fagen will be replacing the carpeting in the Arrival/Departure Building.

CITY ENGINEER: M/S GALOW/OTAIBI TO RE-APPOINT RODEBERG & BERRYMAN AS THE CITY'S ENGINEERS FOR CALENDAR YEAR 2018. Motion carried unanimously those present.

AIRPORT ENGINEER: M/S PETERSON/GALOW TO RE-APPOINT BOLTON & MENK AS THE CITY'S AIRPORT ENGINEERS FOR CALENDAR YEAR 2018. Motion carried unanimously by those present.

ELECTRICAL ENGINEER: M/S GALOW/PETERSON TO RE-APPOINT HDR ENGINEERING, INC. AS THE CITY'S ELECTRICAL ENGINEERS FOR CALENDAR YEAR 2018. Motion carried unanimously by those present.

BOARDS & COMMISSIONS: M/S GALOW/PETERSON TO RE-APPOINT DAVE NORDAUNE TO THE HOSPITAL BOARD. Motion carried unanimously by those present.

CITY ATTORNEY: Galow introduced the following resolution and moved its adoption to enter into an agreement with Holmstrom & Kvam as the city attorneys for calendar year 2018.

RESOLUTION NO. 18-1

RESOLUTION ENTERING INTO EMPLOYMENT AGREEMENT  
WITH CITY ATTORNEY FOR CALENDAR YEAR 2018

WHEREAS, an Employment Agreement has been reached that is acceptable with the City Attorney and the City Council,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF GRANITE FALLS, MINNESOTA, approving an employment Agreement with Gregory L. Holmstrom, Spencer H. Kvam and Jeremy Blackwelder as City Attorney and Assistant City Attorneys, effective January 1, 2018.

Adopted by the City Council this 2<sup>nd</sup> day of January, 2018.

Steve Nordaune  
Vice President

ATTEST:

Joan M. Taylor  
City Clerk

With second by Peterson, the resolution was adopted unanimously.

TRANSIT DRUG & ALCOHOL POLICY: Otaibi introduced the following resolution and moved its adoption amending the Drug & Alcohol Testing Policy for Commercial Drivers as required by the United States Department of Transportation.

RESOLUTION NO. 18-2

RESOLUTION AMENDING DRUG & ALCOHOL TESTING POLICY  
FOR COMMERCIAL DRIVERS –DOT POLICY

WHEREAS, the City of Granite Falls has a vital interest in maintaining safe, healthful and efficient working conditions for employees and recognizes that individuals who are impaired because of drugs and/or alcohol jeopardize the safety and health of other workers as well as themselves; and

WHEREAS, in response to regulations issued by the United States Department of Transportation, Minnesota Municipal Utilities Association has requested the city update its Drug & Alcohol Testing Policy.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF GRANITE FALLS, MINNESOTA, amending its Drug & Alcohol Testing Policy as required by the United States Department of Transportation.

Adopted by the City Council this 2<sup>nd</sup> day of January, 2018.

Steve Nordaune  
Vice President

ATTEST:

Joan M. Taylor  
City Clerk

With second by Galow, the resolution was adopted unanimously by those present.

MNLARS: Peterson introduced the following resolution and moved its adoption supporting the maintenance of local license bureaus.

**RESOLUTION NO. 18-3**

**RESOLUTION SUPPORTING  
THE MAINTENANCE OF LOCAL LICENSE BUREAUS**

**WHEREAS**, the State of Minnesota established a deputy registrar network to provide our citizens with motor vehicle titling and registration services, including driver license transactions; and,

**WHEREAS**, deputy registrars are required to operate as agents on behalf of the State of Minnesota without compensation from the State for the services they offer; and,

**WHEREAS**, in 1949, the State of Minnesota established in statute a user-based filing fee on motor vehicle and driver license transactions to be retained by the deputy registrar to defray all their costs to provide this localized service to our citizens for the State; and,

**WHEREAS**, the State of Minnesota now receives over \$1 billion annually in state fees and taxes collected through the deputy registrar network; and,

**WHEREAS**, the State of Minnesota has now shifted substantial clerical and auditing responsibilities onto the deputy registrar network due to the State's conversion to their new MNLARS (Minnesota Licensing and Registration System) program; and,

**WHEREAS**, the new MNLARS regimen is now documented to have multiple shortcomings which have severely strained normal deputy registrar operations with longer processing times that greatly limit their typical volume of daily business; and,

**WHEREAS**, other MNLARS shortcomings have frequently forced deputies to conduct "no-(filing) fee" services for customers which acerbates the deputy business model; and,

**WHEREAS**, deputy registrar offices are now forced to invest in additional staff, office equipment, and more space to meet customer demand due to the MNLARS conversion; and,

**WHEREAS**, the filing fee revenue no longer covers the operational costs to maintain deputy registrar offices such that many local government-based deputies are seeking local property tax subsidies and private operators are applying for lines of credit to stave off complete closure,

**NOW, THEREFORE, BE IT RESOLVED** that the City of Granite Falls calls upon the State Legislature and our Governor to enact legislation in 2018 to provide deputy registrars with proper compensation by reallocating from existing state fee structures or other appropriate filing fee adjustments to ensure their valued service and continued presence remains in our local community to serve our citizens and the State.

Adopted by the City Council this 2<sup>nd</sup> day of January, 2018.

Steve Nordaune  
Vice President

ATTEST:

Joan M. Taylor  
City Clerk

With second by Galow, the resolution was adopted unanimously by those present.

**POLICE DEPARTMENT:** Upon the recommendation of Police Chief Struffert, Galow introduced the following resolution and moved its adoption waiving calling for bids and accepting the state bid for the purchase of a 2018 Ford Police Interceptor Sport Utility vehicle with additional equipment in the amount of \$28,500 which will allow the 2012 Taurus Sedan to be used as an airport courtesy car and the city can then sell the 2001 Ford police vehicle which is currently being used as the courtesy car.

**RESOLUTION NO. 18-4**

**RESOLUTION ACCEPTING STATE BID FOR PURCHASE OF POLICE VEHICLE  
AND AUTHORIZING BUDGET AMENDMENT**

**WHEREAS**, the Police Department is recommending that a 2018 Ford Police Interceptor Sport Utility vehicle be purchased to allow the 2012 Taurus Sedan Police Vehicle to be used for an airport courtesy car; and

**WHEREAS**, it has been recommended to accept the state bid for the 2018 Ford Police Interceptor Sport Utility vehicle and to include a few extra features for a total amount of \$28,500.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF GRANITE FALLS, MINNESOTA, accepting the state bid for the purchase of a 2018 Ford Police Interceptor Sport Utility vehicle plus the additional equipment in the amount of \$28,500; and

BE IT FURTHER RESOLVED that the 2012 Taurus Sedan shall become the airport courtesy car and authorizing the sale of the 2001 Ford courtesy car.

Adopted by the City Council this 2<sup>nd</sup> day of January, 2018.

David Smiglewski  
Mayor

ATTEST:

Joan M. Taylor  
City Clerk

With second by Peterson, the resolution was adopted unanimously by those present.

DISEASED ELM TREE REMOVAL PROGRAM: Council reviewed the year-end forestry report. As noted in the report 14 trees and 12 stumps were removed during the 2017 season.

MEMORIAL PARK: Staff updated council regarding Phase 1 Improvements to Memorial Park.

CITY CHARTER REVIEW: It has been recommended that a committee be appointed to review the City Charter for possible changes. Following discussion M/S GALOW/PETERSON TO APPOINTMENT MAYOR SMIGLEWSKI, CITY MANAGER JOHNSON, SARINA OTAIBI AND JOE FAGNANO TO THE COMMITTEE. Motion carried unanimously by those present.

BRIDGE LIGHTING: Council reviewed an email received from Outside Sales regarding the next steps to be taken to complete the bridge lighting process.

PERSONNEL: Council was advised that Ted Anderson has resigned his position with the Public Works Department. Following discussion M/S GALOW/PETERSON DECLARING A VACANCY IN THE PUBLIC WORKS DEPARTMENT AND AUTHORIZING STAFF TO FILL THIS VACANCY. Motion carried unanimously by those present.

ADJOURN: M/S/P PETERSON/OTAIBI TO ADJOURN at 7:39 p.m.

Steve Nordaune  
Vice President

ATTEST:

Joan M. Taylor  
City Clerk

BILLS PAID:

Total 2XL CORPORATION:	123.14
Total AMARIL UNIFORM CO:	427.47
Total AMERICAN DOOR WORKS:	77.00
Total ARNESON DISTRIBUTING INC.:	64.00
Total ARTIC GLACIER INC:	40.16
Total BACKES TECHNOLOGY SERVICES INC:	195.00
Total BEVERAGE WHOLESALERS:	186.80
Total BREAKTHRU BEVERAGE:	1,072.13
Total CARLOS CREEK WINERY:	480.00
Total CARLSON, MARNIE:	120.00
Total CENTURYLINK:	1,983.41
Total CHAMBER OF COMMERCE:	3,433.00
Total CITIZENS ALLIANCE BANK:	30.00
Total CIVIC SYSTEMS:	4,147.00
Total CNH CAPITAL:	80.31
Total COALITION OF GREATER MN CITIES:	5,289.00
Total COCARD:	73.37
Total COLLECTION BUREAU:	50.00
Total CRIME STOPPERS OF MN:	150.00
Total DAMON FARBER LANDSCAPE ARCHITECTS:	5,480.50
Total DC SIGNS:	110.00
Total DNR:	29.00
Total DUJINICK BROS. INC.:	156,917.73
Total ECR SOFTWARE CORPORATION:	811.01
Total EGGEBRAATEN, YVONNE:	36.00
Total FADER, DEBRALEE:	76.20
Total FARM & HOME PUBLISHERS LTD:	53.80
Total G & K SERVICES:	114.59
Total GF LIVING @ HOME BLOCK NURSE:	1,000.00
Total GOPHER STATE ONE-CALL:	17.55
Total GRAINGER INC, WW:	52.80
Total GRANITE FALLS HEALTH:	40.00
Total GRANITE FALLS HEALTH CARE:	54,254.78
Total GRANITE FALLS KILOWATT BASEBALL:	500.00
Total GREATER MN PARKS & TRAILS:	150.00
Total HAWKINS INC:	2,018.30
Total HEARTLAND PAYMENT SYSTEMS:	124.53
Total HOERNEMANN, PAUL:	255.00
Total IRBY:	181.24
Total JOHN DEERE FINANCIAL:	117.36
Total JOHNSON BROS WHOLESALE LIQUOR:	2,898.31
Total LEAGUE OF MINNESOTA CITIES:	3,062.00
Total LIGHT FUND:	30,033.99
Total LOCATORS & SUPPLIES:	694.36
Total LOCHER BROTHERS:	9,805.40
Total MADISON BOTTLING CO.:	10,066.85
Total MARCO TECHNOLOGIES LLC:	91.51
Total MARQUARDT, SALENA:	7.93
Total MARSHALL NORTHWEST PIPE:	366.20
Total MEDIACOM:	63.01
Total MINNESOTA PUMP WORKS:	12,205.50
Total MITLYNG ELECTRIC & REFRIG.:	577.00
Total MN CHIEFS OF POLICE:	253.00
Total MN DEPT OF REVENUE:	23,204.00

Total MN FALLS DEMOLITION LANDFILL:	610.00
Total MN NCPERS-496000:	48.00
Total MN VALLEY TESTING LAB INC.:	129.00
Total MONEY MOVERS:	36.25
Total MUNICIPAL EMERGENCY SERVICES:	1,801.89
Total MVTV:	338.75
Total NIELSEN, PETER:	80.00
Total NIHCA:	399.00
Total OFFICE DEPOT:	11.76
Total OFFICE OF MN.IT SERVICES:	79.50
Total OLSON, RAY:	25.00
Total PETERSON, BRENDA:	780.00
Total PHILLIPS WINE & SPIRITS CO.:	4,304.70
Total PICHT'S BODY SHOP:	487.18
Total POSTMASTER:	1,600.00
Total PRAXAIR INC:	2,464.00
Total PROACTION SAFETY & SALES:	857.80
Total RECREATION SUPPLY COMPANY:	165.49
Total REGIONAL DEVELOP. COMMISSION:	4,897.14
Total RICHTER, NICK:	300.00
Total RODEBERG & BERRYMAN INC.:	9,671.07
Total RURAL APPRAISAL SERVICES:	30,000.00
Total SAWMILL, THE:	22.56
Total SENTRY SYSTEMS INC:	106.93
Total SHRED-IT USA:	46.15
Total SOUTHWEST INITIATIVE FOUNDATION:	2,500.00
Total SPORTSMITH:	37.47
Total SW-WC SERVICE COOPERATIVES:	39,241.00
Total SYRING, MELISSA:	1,000.00
Total T & R ELECTRIC:	769.50
Total UPS:	55.12
Total US BANK:	1,509.27
Total VELDE, WARREN:	25.00
Total VERIZON WIRELESS:	8,788.56
Total VIKING COCA-COLA BOTTLING CO.:	213.20
Total VISA:	942.64
Total WESTERN MN PRAIRIE WATERS:	3,600.00
Total WINE MERCHANTS:	120.00
Total WOODS, KEITH:	250.00
Total XPRESS BILL PAY:	155.20
Total YELLOW MEDICINE EAST:	64.00
Grand Totals:	<u><u>452,224.37</u></u>