

WAITE PARK CITY COUNCIL MEETING**FEBRUARY 1, 2016**

A meeting of the Waite Park City Council was held at Waite Park City Hall on Monday, February 1, 2016 beginning at 6:30 PM.

MEMBERS PRESENT

Members present were Mayor Miller, Councilmembers Linquist, Schneider, Schulz and Theisen.

CITY REPRESENTATIVES PRESENT

City Representatives present were City Administrator Johnson, Deputy Clerk-Treasurer Virnig, Chief of Police Bentrud, Public Works Director Schluenz, Planning and Community Development Director Noerenberg, Attorney Hansmeier, SEH Engineer Wotzka

OTHERS PRESENT

Bethany Benning, Adam Mrosle, Wayne Gilroy, Jocelyn Wood-Rothanburg, Lester Gilroy

OPEN FORUM

Mayor Miller invited anyone wishing to speak during the open forum to step forward, but no one came forth.

COUNCIL AGENDA

Motion by Member Theisen, second by Member Schneider, to approve the 2/1/16 Council Agenda as presented. The motion carried unanimously.

1. CONSENT AGENDA

Motion by Member Schneider, second by Member Schulz, to approve the following 2/1/16 Consent Agenda items:

- 1.A. Approved Council Minutes for January 11, 2016
- 1.B. Approved One Day Gambling License for St. Joseph's Volunteer Firefighter Relief Association at the Moose Lodge
- 1.C. Approved Enterprise Massage License for Relaxation by Leah LLC
- 1.D. Approved Enterprise License for Quiet and Serene Massage LLC
- 1.E. Approved Plans and Specifications for the Sis Demolition and Authorize Advertising for Bids
- 1.F. Approved Pay Equity Report. An amended report that included the part-time equivalents was presented to the Council for approval.
- 1.G. Approved Resignation of Larry Atkinson from Police Department
- 1.H. Approved Resolution Calling for a Public Hearing on Tax Abatement Bonds
(RESOLUTION NO. 020116-01)
- 1.I. (Pulled for Discussion – Regarding Hiring Process for Maintenance Worker)
- 1.J. Approved 2016 Property Casualty Insurance

The motion carried unanimously.

1.I. HIRING PROCESS FOR MAINTENANCE WORKER

Member Linquist stated he would like to table this issue to discuss at a future meeting. He would like to discuss what type of position they are hiring for and the qualifications with the new building that may possibly be built. Member Theisen stated he would like to review the job description. City Administrator Johnson stated the Civil Service Board has already reviewed the position.

Motion by Member Linquist, second by Member Theisen, to pull the hiring process for a maintenance worker and discuss it at a work session. Member Schulz questioned what the Civil Service Board does. City Administrator Johnson stated they review job descriptions, meet with the staff to establish the skill set they are looking for, establish the criteria for testing and establish the ranking system. It was also mentioned the City Council appoints the Civil Service Board Members.

1.I. HIRING PROCESS FOR MAINTENANCE WORKER (Cont'd.)

Ayes: Mayor Miller, Members Linquist, Schneider, Theisen
Nays: None
Abstained: Members Schulz
The motion carried.

2. REQUEST TO HARBOR 3 DOGS AT 1825 FRONTAGE ROAD NORTH

Bethany Benning is requesting the Council to allow 3 dogs in her home. She has two dogs at the residence and there is the possibility her boyfriend may be moving in, who also has a dog.

Member Theisen stated if there is an approval to allow 3 dogs at this property, once one of the dogs is gone, it cannot be replaced.

Motion by Member Linquist, second by Member Theisen, to approve allowing Bethany Benning to house 3 dogs at her property. The motion carried unanimously.

3. COUNCIL/MAYOR

3.A. REVIEW AND APPROVE BILLS

Motion by Member Theisen, second by Member Schulz, to authorize payment of the accounts payable list (1115M1, 1115M2, 0116D1, 0116D2, 0116D3, 0116D4). The motion carried unanimously.

Mayor Miller read a thank you letter received from Wacosa for the \$1,000 donation from the City.

5. ADMINISTRATOR

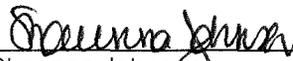
5.A. UPDATE

City Administrator Johnson reviewed the following:

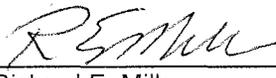
- There will be a Joint Work Session with the Park Board on February 9, 2016 regarding the amphitheater. There will be a tour of the proposed site at 8 a.m. with the Work Session starting at 10 a.m.
- The State of the Cities Address will be on February 17, 2016 at the American Legion.
- There will be an Employee Chili Cook-off on February 3, 2016.

ADJOURNMENT

Mayor Miller declared the meeting adjourned at 6:41 p.m.



 Shaunna Johnson
 City Administrator-Clerk-Treasurer



 Richard E. Miller
 Mayor