

**WAITE PARK CITY COUNCIL SPECIAL MEETING****APRIL 8, 2019****1. CALL TO ORDER**

A special meeting of the Waite Park City Council was held at Waite Park City Hall on Monday, April 8, 2019, beginning at 6:00 PM.

**MEMBERS PRESENT**

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

**CITY REPRESENTATIVES PRESENT**

City Representatives present were City Administrator Johnson, Deputy Clerk-Treasurer Virnig, Chief of Police Bentrud, Attorney Storm

**OTHERS PRESENT**

There were no signatures on an attendance sheet.

**2. PLEDGE OF ALLEGIANCE****3. OPEN FORUM**

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

**4. COUNCIL AGENDA**

Motion by Member Schulz, second by Member Schmitt, to approve the 4/8/19 Council Agenda as presented. The motion carried unanimously.

**5. CONSENT AGENDA**

Motion by Member Theisen, second by Member Linquist, to approve the following 4/8/19 Consent Agenda items:

- 5.A. Approved Signage for 2<sup>nd</sup> Street North
- 5.B. (Pulled for discussion – regarding 2019 Property Casualty Insurance)
- 5.C. Approved James Skudlarek & Steve Himsl to Seasonal Public Works Positions
- 5.D. (Pulled for discussion – regarding joint SHIP grant application with St. Joseph for bike share/rental program)

The motion carried unanimously.

**5.B. 2019 PROPERTY CASUALTY INSURANCE**

Member Linquist questioned the optional items available. Deputy Clerk-Treasurer Virnig stated the optional items are offered each year. There is an option to approve the lower premium, but that would raise the deductible from \$2,500 to \$5,000 per claim. The number of claims is reviewed each year and at this time it is recommended to approve the higher premium with the lower deductible of \$2,500. Based on the number of claims the City has in a year, Deputy Clerk-Treasurer Virnig does not feel there would be much of a savings with choosing a higher deductible.

Motion by Member Linquist, second by Member Schulz, to approve the 2019 Property Casualty Insurance premium of \$202,367 with a \$2,500 deductible per claim. The motion carried unanimously.

**5.D. JOINT SHIP GRANT APPLICATION WITH ST. JOSEPH FOR BIKE SHARE/RENTAL PROGRAM**

The City of St. Joseph has approached the City of Waite Park very recently regarding a joint SHIP (aka Statewide Healthy Improvement Partnership) Grant application. This grant is made available through Stearns County Public Health and SHIP. Grant priorities include health schools, healthy food in the community, active living, tobacco free living, workplace wellness and healthcare. At this time, approximately \$15,000 is available to award in mini-grants. The number of projects and amounts funded

**5.D. JOINT SHIP GRANT APPLICATION WITH ST. JOSEPH FOR BIKE SHARE/RENTAL PROGRAM**

(Cont'd.)

will be determined on the number of submissions received and how those proposals align with Stearns County SHIP.

St. Joseph's proposal that they have approached the City of Waite Park with is a bike share/rental program. This would allow bikes to be available along the Lake Wobegon Trail for rental between our two cities. Users would be able to check out a bike in one location and return it to another location along the trail or back to the same location. The option being considered would be to use a bike station that is tied to your credit card. The bike is unlocked when you insert your card and if you don't return the bike, the card is charged for the cost of the bike. There would be a nominal fee for use of the bike. Bikes can still be returned to any bike station in either of our two cities.

The bikes range in cost from \$300-\$400 and additional discounts may apply with multiple purchases. The proposal St. Joseph is submitting to Stearns County would be for approximately 10 bikes total with the bike stations. More could be added later if the program is successful. The total grant application submittal will be for less than \$10,000 and will require a 5% match by each City. Our cost will be approximately \$500.

Staff is recommending approval of moving forward with this grant application. It provides our residents with additional opportunities to utilize our trail system and encourages them to be active. The details of the proposal would be worked out between both cities provided the grant application is approved.

Member Linquist questioned who was going to handle the program and the maintenance. City Administrator Johnson stated the grant request is for about 10 used bikes and two bike stations to be split between St. Joseph and Waite Park. The cost and maintenance will be split between St. Joseph and Waite Park, but the details of how this will all work will be figured out in the future. The City of St. Joseph has taken the lead on the grant application and program.

Member Schmitt stated a bike rental program was discussed at a Park Board meeting a few years ago and they found the program worked well in other cities.

Motion by Member Schmitt, second by Member Theisen, to approve the Joint SHIP Grant Application with St. Joseph for Bike Share/Rental Program. The motion carried unanimously.

**6. COUNCIL/MAYOR****6.A. REVIEW AND APPROVE BILLS**

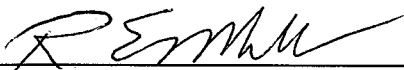
Motion by Member Theisen, second by Member Schmitt to approve the 1-3-19, 2-1-19 to 2-28-19 and 3-1-19 to 3-31-19 bills as presented. Member Schulz questioned the purchase of a flammable liquid storage cabinet as he feels the Public Works Department has an excess of cabinets already. It was recommended that Member Schulz discuss this with Public Works Director Schluenz. The motion carried unanimously.

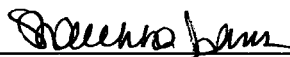
**8. ADMINISTRATOR UPDATE**

City Administrator Johnson did not have anything to report.

**ADJOURNMENT**

Mayor Miller declared the meeting adjourned at 6:11 p.m.

  
Richard E. Miller  
Mayor

  
Shaunna Johnson  
City Administrator