



City Council Business Meeting Minutes
February 09, 2021

Mayor: Robert Duncan, Presiding
Council President: Mike Caughey, Present
Councilors Present: Robert Boese, Adam Keaton, Randy Klemm, and Charlotte Thomas.
Councilors Absent: Kim Downey
Staff Present: City Administrator John Hitt, Assistant City Administrator/City Recorder Michele Eldridge, Finance Officer/Deputy Recorder Cathy Nelson
Meeting Location: Harrisburg Municipal Center @ 354 Smith St.

CALL TO ORDER AND ROLL CALL by Mayor, Robert Duncan at the hour of 6:34pm.

CONCERNED CITIZEN(S) IN THE AUDIENCE – All present were for items on the agenda.

LCSO REPORT: LCSO Representatives will be at the next meeting.

RESOLUTIONS

THE MATTER OF ADOPTING AN UPDATED FEE SCHEDULE BY APPROVING RESOLUTION NO. 1250

- Thomas was a little concerned that the schedule attached to the report doesn't reflect the amount that Council had decided on. She wasn't sure it mattered.
- Eldridge noted that the correct amount is reflected in the resolution. (After note: The schedule was purposely a copy of the previous meetings document.)
- Caughey motioned to Approve Resolution No. 1250, "A Resolution Approving Amendments to the City Fee Schedule, and setting an effective date." He was seconded by Keaton, and the City Council voted unanimously to approve Resolution No. 1250, and thereby approving an increase to the City's Land Use Fee Schedule.

NEW BUSINESS

THE MATTER OF APPROVING A REVISED IGA WITH COBURG FOR POLICE/PUBLIC SAFETY PURPOSES

STAFF REPORT: Hitt summarized the report, noting that the patrol hours are increasing from 25 to 35 hours a month, and that the rate would be changed from \$51 an hour to \$64 an hour, as requested by the City of Coburg.

Caughey was concerned about the date on the contract, because he thought it should be July 1, 2022. However, Hitt told him that it doesn't make any effective difference to change it; even if it's expired, you can continue to enforce it. He can change it if Caughey would really like. Caughey then asked about the dates in the contract that are four months apart. Was that set up on purpose? Hitt told him he did that purposefully in order to avoid the busy holiday months.

Thomas then said that Adam brought up that the hourly rate had been increased. Was there any discussion on the City side about the hourly rate, or did we just accept it this way? Hitt told her that Coburg indicated that there has been a regular officer here, more often than when it was a reserve officer. He didn't ask to see their calculations. Thomas didn't want to see an increase. She didn't think that Coburg should do that. Hitt told her that we can ask for a figure in the future, and Thomas wanted him to do that. Hitt thought it was worth it, with the additional services and code enforcement. Based on his own experiences, he felt it was worth it, and didn't wrangle it. He knew those numbers would change. Eldridge added that we did question it, and they had fully intended on only having reserve officers on patrol, but that frequently, it ended up being higher paid employees, and sometimes the Police Chief. Thomas just wanted to make sure that we were paying attention and knew why it had been increased.

Keaton was still concerned about the fee, as it was a 21% increase. With what we argued about with the Sheriff's office, and the 5%, he thought the 5% looked rather good in comparison. We might not have gone with the City of Coburg if we had known there would be this type of increase. Hitt said that he looked at the contract, and at our budget, and did some negotiation with them. It was negotiation on everything. There is no commitment on our part if we don't want to consider future cost increases.

- **Caughey motioned to approve the Intergovernmental Agreement for Law Enforcement Services with the City of Coburg and was seconded by Klemm. The City Council then voted unanimously to approve the IGA with the City of Coburg for Traffic Enhancement Services.**

THE MATTER OF APPROVING THE 2ND QUARTER 2020/2021 EXPENSE REPORT

STAFF REPORT: Nelson told the City Council that the Expense Report was looking good. The report has been adjusted for audited year end, which is why you are seeing so many red figures, mostly due to the beginning fund balances being adjusted. Red in revenue is good, but in expenditures, it's bad. She added that we have about a 101.3% return on property taxes right now, so we are really looking good.

- **Klemm motioned to approve the 2nd Quarter 2021/2021 Expense Report and was seconded by Caughey. The City Council then voted unanimously to approve the 2nd Quarter Expense Report.**

THE MATTER OF APPROVING THE CONSENT LIST

- Thomas didn't want to pull the report out for discussion, but she wanted to know why there was such a large payout marked as refund to Knife River?
- Eldridge told her that was because they won't be building their office structure, therefore, we had to refund the SDC's to them.
- Thomas then **motioned to approve the Consent List and was seconded** by Caughey. **The City Council then voted unanimously to approve the consent list. The action of City Council approved the following items:**
 - **The City Council Minutes for January 12, 2021**
 - **The Payment Approval Report for January 2021**

THE CITY COUNCIL THEN RECESSED AT THE HOUR OF 6:54PM, IN ORDER TO HOLD THE HRA BOARD MEETING.

THE CITY COUNCIL MEETING RESUMED AT THE HOUR OF 6:56PM. Assistant City Administrator/City Recorder Michele Eldridge left at this time, while the Utility Billing/Library Supervisor/Municipal Clerk Lori Ross, and Public Works Foreman Rick Nelson joined the meeting.

THE MATTER OF AN EXECUTIVE SESSION UNDER 192.660(1)(2)(A) TO INTERVIEW TWO CITY ADMINISTRATOR CANDIDATES.

The City Council returned to regular session at the hour of 9:11pm.

OTHER ITEMS: None

ADJOURN: The City Council meeting adjourned at the hour of 9:12.