

**CITY OF PARK RAPIDS  
CITY COUNCIL MEETING  
NOVEMBER 26, 2019, 6:00 PM  
Park Rapids City Hall Council Chambers  
Park Rapids, Minnesota**

**1. CALL TO ORDER:** The November 26<sup>th</sup>, 2019, Regular Meeting of the Park Rapids City Council was called to order at 6:00 p.m. by Mayor Ryan Leckner, and the Pledge of Allegiance was recited.

**2. ROLL CALL:** Present: Mayor Ryan Leckner, Councilmembers Tom Conway, Erika Randall, and Robert Wills. Absent: Councilmember Liz Stone. Staff Present: Administrator Ryan Mathisrud, Planner Andrew Mack, Liquor Store Manager Scott Olson, Public Facilities Superintendent Chris Fieldsend, Treasurer Angela Brumbaugh, Police Chief Jeff Appel, Fire Chief Terry Long, and Clerk Margie Vik. Others Present: Cynthia Jones, Richard Ohm, and Robin Fish from the Enterprise.

**3. APPROVAL OF AGENDA:** A motion was made by Randall, seconded by Conway, and unanimously carried to approve the agenda with the following additions and changes:

**Add to Consent:**

**#6.7. Approve to NOT Waive the Tort Limits for Liability Insurance with the League of Minnesota Cities Insurance Trust.**

**#6.8. Approve Low Quote in the Amount of \$7,008.04 from Heartland Maintenance and Repair for Replacement of Engine in Unit #5 for the Public Works Department.**

**#6.9. Resolution Appointing Michael Novack as Part Time Rapids Spirits Liquor Store Clerk for the City of Park Rapids.**

**#6.10. Resolution Appointing Dennis Bure as Part Time Rapids Spirits Liquor Store Clerk for the City of Park Rapids.**

**Item #9. City Administrator Comments was moved to #10., and General Business was renumbered to #9.**

**Add to General Business:**

**#9.2. Discussion of the Circumstances of Item #6.8.**

**4. APPROVAL OF MINUTES:**

**4.1. City Council Workshop Minutes- November 12, 2019:** A motion was made by Randall, seconded by Conway, and unanimously carried to approve the November 12<sup>th</sup>, 2019, City Council Workshop minutes as presented.

**4.2. City Council Regular Meeting Minutes-November 12, 2019:** A motion was made by Conway, seconded by Wills, and unanimously carried to approve the November 12<sup>th</sup>, 2019, City Council Regular Meeting minutes as presented.

**5. FINANCE:**

**5.1. Payables & Prepaids:** A motion was made by Randall, seconded by Conway, and unanimously carried to approve the payables in the amount of \$16,982.20, and the prepaids in the amount of \$88,943.59, for a total of \$105,925.79.

**6. CONSENT AGENDA:** A motion was made by Conway, seconded by Wills, and unanimously carried to approve the following consent agenda items:

- 6.1. Resolution #2019-205 Designating Election Polling Place for Precincts One and Two for the City of Park Rapids.
- 6.2. Approve Golf Cart/ATV License to Operate on City Streets in 2019 for Horace C. Gates-ATV.
- 6.3. Resolution #2019-206 Approve Minnesota Lawful Gambling LG220 Application for Exempt Permit for American Heroes Outdoors.
- 6.4. Approve Pay Request in the Amount of \$5,480.00 to F.I.R.E. for Basic Firefighter Training for Four (4) Park Rapids City Firefighters.
- 6.5. Resolution #2019-207 Authorizing the Disposal of Excess City Property from the City of Park Rapids.
- 6.6. Approve Pay Request in the Amount of \$53,993.36 to Apex Engineering Group for Professional Services Regarding Various Projects in the City of Park Rapids.
- 6.7. Approve to NOT Waive the Tort Limits for Liability Insurance with the League of Minnesota Cities Insurance Trust.
- 6.8. Approve Low Quote in the Amount of \$7,008.04 from Heartland Maintenance and Repair for Replacement of Engine in Unit #5 for the Public Works Department.
- 6.9. Resolution #2019-208 Appointing Michael Novack as Part Time Rapids Spirits Liquor Store Clerk for the City of Park Rapids.

**6.10. Resolution #2019-209 Appointing Dennis Bure as Part Time Rapids Spirits Liquor Store Clerk for the City of Park Rapids.**

**END OF CONSENT AGENDA**

**7. COMMENTS FROM CITIZENS:** There were no comments.

**8. PLANNING:**

**8.1. Resolution Acknowledging Support of Snowmobile Trail Reroute on US Highway 71 South with a Limited Use Permit and Authorizing its Execution by and between the Minnesota Department of Transportation and the Park Rapids City Council:**

Andrew Mack stated the next two items have to do with the snowmobile route and its Highway 71 crossing. Richard Ohm from the Forest Riders Snowmobile Club is here to answer any questions you may have.

Mack stated MN DOT prepared a plan for construction of the Highway 71 roundabout. That project has been completed. That project and plan excluded a provision for relocating the current snowmobile crossing route because that location is no longer feasible. We brought to the Council back in April a plan to move that crossing to Eleventh Street. That resolution was approved supporting the relocation of the crossing. It was sent to MN DOT. MN DOT did their review and denied the request from the city as the applicant as a requirement of state law inside the corporate limits. The reasons for the denial had to do with hydrology and safety concerns at that location. Staff and the city engineer went back to work with the snowmobile club and identified a suitable alternative location, which has been presented to MN DOT. They have approved the new location as being safer for a crossing. It has a more permanency to it. They have provided review and comment which required the city to enter into an agreement for approving this resolution for a limited use permit at the location approximately 1,800 feet from the former location at the roundabout. The common location understanding is the southerly Rossman driveway and it would cross the highway onto unimproved city right of way that would also trigger the need for some upgrading to the ditch. The city will first consider this request from MN DOT for an agreement to enter into a limited use permit with them. This request is at the prompting of the snowmobile club, but the city is the applicant and is party to the agreement with MN DOT. This is specifically for 110 feet of right of way at this location on Highway 71.

**A motion was made by Randall, seconded by Conway, and unanimously carried to approve Resolution #2019-210 Acknowledging Support of Snowmobile Trail Reroute on US Highway 71 South with a Limited Use Permit and Authorizing its Execution by and between the Minnesota Department of Transportation and the Park Rapids City Council.**

**8.2. Resolution Approving License Authorizing the Execution of the License Agreement for the Grant In Aid US Highway 71 South Snowmobile Crossing by and between the Forest Riders Snowmobile Club Inc. and the City of Park Rapids**

**Under Terms of Minnesota Department of Transportation Limited Use Permit:** Mack stated this item is the result of the city entering into the agreement with MN DOT. This is to enter into a license agreement with the snowmobile club for the improvements to that crossing and the relocation of the trail through the city. The city attorney prepared an agreement for the club. The club has provided sufficient liability insurance for this 110-foot crossing, as a subcontractor to the city with MN DOT. Those limits for the insurance conform with Minnesota Statutes. The second part is the request to move the trail where it will come into the new crossing on Highway 71. Essentially, it's the same route on the east side of 71. The new location of the trail based on the southern movement of the crossing takes it to the west, basically along the north side of the land that was just sold to Enbridge. They'll construct a fence. This trail will go along the north side of the fence in unimproved road rights of way. As soon as it gets to Enbridge's license agreement driveway it will curve to the north and run along Commerce Avenue, cross Industrial Road, where it will then tie back into the existing trail. That's the main change on the west side of 71. The other change proposed is a part of the east side of 71. There will be a new spur running up the west side of Edmond Street right of way and would go all the way up to the cul-de-sac terminus where it would head west up to the Chamber and the rest stop for use of the restrooms. That would run along the Don Malm property between there and the Minnesota Power and Light property, where there is an existing trail there, with the Council's blessing. All of the signage and routing is in place. The only thing that needs to be completed is, with this approval, the permit requirement for the city engineer to work with the club to get the culvert in on the west side so that it's a safe, elevated crossing as you approach the west side of 71 so that there's not a severe dip down.

Richard Ohm stated that will happen next year because of this process taking so long. This year we proposed to try and make a snow bridge, essentially a nice ramp made with snow, with our intent to next year work with the city engineer to go through the permit process to put an approach in to make it safer. We'd like to see when the snowmobiles come up to the road, they would be level with the cars. Then the cars can see the snowmobiles and the snowmobiles can see the cars. Right now, when it's real steep it's hard for everybody. That's the only thing left to put together. Mack stated that is strictly on the west side of the road. The east side is a safe crossing point.

Conway questioned will there be signage on 71 at that crossing? Mack stated for the snowmobiles, yes. There's signage that will be needed for on 71 for the car traffic. Ohm stated I believe MN DOT will take care of that, as per the LUP. They'll put the snowmobile crossing signs on each side knowing that there is a permit there. There used to be crossing signs at the old location. They took those down as part of the construction.

Conway stated that's about where the 60 mile an hour speed limit starts. Ohm stated it's close. Conway stated cars are going to be accelerating as they're reaching that crossing. Ohm stated back in April, that was one of the reasons that we wanted to keep it further north but MN DOT was not going to allow us to cross there. Mack stated the rationale was the speed does pick up there, but the distance of crossing the pavement is much shorter than the Eleventh Street proposal. There were also hydrology issues. And the hydrology here can be easily solved with a culvert.

Conway stated I'm more worried about the auto traffic and the snowmobiles running into each other. Ohm stated the snowmobile clubs all the time cross 60 mile an hour highways in rural areas. I have very little concern there because we cross so many

different highways. The site lines are good. You can see really well there, especially once we bring the snowmobiles level with the road. That's really important. You can't have snowmobiles coming out of the ditch onto the road. That's where you have issues. If everyone can see, not only the vehicles, but also the snowmobilers, there shouldn't be an issue there.

Mathisrud stated the license agreement transfers that liability to the snowmobile club. If there is something that does happen, we do require a certificate of insurance for all of that. Conway stated I understand but there is more out there than who pays the liability. I'm okay with it. Is there a possibility that we could talk to the state to see if we can get signage up there? Mack stated I have no problem with us doing that. If they still have the signs it's just a matter of putting them back out there. I'll make that call right away.

**A motion was made by Conway, seconded by Wills, and unanimously carried to approve Resolution #2019-211 Approving License Authorizing the Execution of the License Agreement for the Grant In Aid US Highway 71 South Snowmobile Crossing by and between the Forest Riders Snowmobile Club Inc. and the City of Park Rapids Under Terms of Minnesota Department of Transportation Limited Use Permit.**

## **9. GENERAL BUSINESS:**

**9.1. Approve Final 2020 General Fund Budget and Tax Levy for the Truth in Taxation Hearing in December:** Brumbaugh stated on September 10<sup>th</sup> the Council had a workshop in regards to our general fund budget. They had some questions in general. On the 18<sup>th</sup> the Finance Committee met and made a list of all of the questions that were brought up at the workshop and went through them. The Finance Committee made some recommendations. Now it's coming before the Council to decide if you want to approve the recommendations or if there's any other changes you may want. This right now helps us prepare for the Truth in Taxation Hearing where we present the budget to the residents. Your decisions tonight is what we will use for our documentation.

Brumbaugh stated the open-ended items include the police department switching from the LexisNexis program to the Clear Program thereby saving \$300.00 per year. We were asked if we can finalize our insurance numbers before December 10<sup>th</sup> so we have more accurate numbers. LMC is working on their numbers right now. So, we looked at what did we budget for insurance for the past three years. In 2019, we budgeted \$66,922.00, and the actual number was \$62,771.00. We were at about 94%. For workers compensation that year we budgeted \$72,821.00, and it came in at \$74,098.00, so we were over budget by \$1,200.00. We base our numbers off of what the League tells us what we will be looking at because they are the ones that are going to be billing us.

Brumbaugh stated the employee health insurance was discussed and a more in-depth review was requested. We've compiled what other cities and counties around us are doing. The survey shows the cost for single and family coverage and what the benefit is so you can see how we compare to other cities and counties. I've also provided a table of our rates and how they have changed from 2012 to 2020. Our rates have increased 4-6% from 2019 to 2020. The market out there was 8-10% and is higher than we are now.

Brumbaugh stated another question was about the fire department's telecommunications. That line item is for a tablet and a data plan. We budgeted \$20,000.00 for a new air siren. Fieldsend's department has done a lot of work on the old air siren and found a place where they can get parts for an old siren. So, you'll see that coming up. In the administration budget for conferences there is an additional \$450.00 for a total of \$3,000.00. That line item is for conferences and training for administration employees, the clerk, treasurer, and the administrator. There is \$7,000.00 in the street capital outlay. The county is upgrading the fueling facility, but they are not doing it next year. It was looking like the city's portion would be about \$20,000.00, which is 10%. Instead of budgeting all of that in one year, we'll do it in three years at \$7,000.00 per year. In natural resources-capital outlay there's \$10,000.00 for a wheel loader grapple for tree removal. Another item that was talked about was what is the actual budget for electric and gas. I've provided the numbers for 2017 to 2019. We did look at the projected actual for 2019 for street lighting, which is lower than it will be. But we have a lot more street lights coming on with the Highway 71 Project, so we left that budget number alone.

Brumbaugh stated our total general fund is \$3,515,469.00. The suggested changes include change the air siren line item to \$1,500.00, because there still could be some more repair parts needed. That takes out \$18,500.00 from the budget. During the health insurance open enrollment period we did have one person switch from single to family coverage, which they have the opportunity to do. We have to budget for more money for their family coverage, which will increase by \$5,328.00. The administration conference budget will increase by \$450.00. The \$10,000.00 for the wheel loader grapple will be removed for this year. The changes will reduce the budget by \$22,722.00.

Brumbaugh stated if you adopt those changes the general fund levy will go from a 6.62% increase to a 5.46% increase. That will decrease the levy by 1.16%. If you take the bonds with it, it goes from 5.26% to 4.41% for your total levy. Those were the changes that were agreed upon at the Finance Committee meeting. The full Council needs to decide what they want to do.

Randall stated one thing that we talked about that didn't make it on here to take out, the phone at the fire hall. What was decided about taking that out? Is the phone line necessary or not? Terry Long stated as I said before we don't have a lot of use for it. It's up to you whether or not you guys want a building without a phone line. If there was an alarm system put in, we'd need a phone line. Randall stated I see in the telecommunications line that the tablet and data plan is still being requested and we have a phone line out there that is not being used. I saw it as another unnecessary expense. I've heard nothing to say they should have a hard line out there, and I'm still opposed to the tablet and the data plan. I'd like to see at least the phone line removed. It's not a huge expense but it's one that just got discussed.

Leckner stated at this time if it's not being used...if we ever had to do security out there. Long stated times have changed considerably when that was put in. It has very limited use. There's a phone hooked to it that probably gets a call once in a while. Conway questioned that's a regular telephone line? It's not going through your computer system? Long stated the internet system is separate, different. Conway questioned you don't see any use for it? Long stated I don't see any use for the regular phone line. I looked into whether it was tied into our dispatching radio system, but it doesn't appear it be. They've put that over to wireless now. There's not a lot of use for it. Conway stated for a security

system I would think you don't need analog. Long stated I would think you'd need a land line of some sort if you put in fire or any type of security system that would have to remotely call a dispatch, because it's going to have to alert some way. Randall stated there are security systems that alert dispatch through WIFI. Conway stated the plant has an alert system that runs through our computer system. Leckner questioned what do we pay for that? Brumbaugh stated it's about \$35.00 per month. Brumbaugh questioned so you want to take the monthly phone charge and subtract it off of here? Randall answered yes and make sure it gets canceled as of January 1<sup>st</sup>.

Brumbaugh stated one thing I should point out is that last year we separated out the civil and the criminal attorney expenses. The amount that we budgeted in 2019 was \$63,200.00. The \$63,200.00 was questioned as to why did we budget so much. That number was accurate for the budget period. We didn't have a contract signed at that point so we increased it by 10% from the year before. The Finance Committee questioned how did we arrive at \$63,200.00. The budget item was increase by 10% from 2018. Now, for 2020 we do have a signed contract and we're using the number from the contract.

Randall stated the number that is reflected there is not the total contract amount for the criminal attorney. The number is somewhat deceiving. That total amount as noted, some of that payment towards the criminal attorney contract is from the enterprise funds. Brumbaugh stated that is correct. Randall stated so the total amount for the contract is \$69,500.00. Conway questioned so this is just what's coming out of the general fund? Randall stated correct. I want everyone to see that.

Leckner stated the other thing that came up with the civil attorney was the proposed budget versus the actual was a lot of those big dollar numbers were from the armory project. That came as a red flag as to why are we budgeting \$25,000.00 and we spent much more. We should get that money back after the project closes. Brumbaugh stated I looked at those numbers for the civil portion of it, the armory out of the \$42,000.00 was \$17,109.00, the city's portion is just shy of \$21,000.00. Randall questioned what was attributed to the armory? \$21,000.00 is just for other things? Brumbaugh answered yes, for just the things that the city uses it for. Randall stated budgeting \$21,000.00 is going to be cutting it pretty close. What's attributed to the armory from these huge numbers for the last three years out of the \$63,200.00? Brumbaugh stated there's a memo in the packet that will tell you how much the armory's legal expenses were per year. In 2018, it was \$36,548.82, in 2017 it was \$29,619.73. Those are just armory expenses. Randall stated if we just take 2018, at \$36,548.82, we spent \$82,000.00. Why did we budget so little on attorney's fees? Brumbaugh stated the \$82,000.00 in 2018 was for civil and criminal before we split them in the budget. Randall stated that was not clarified the last time I asked that question. So, the \$82,000.00 is not reflective of the entire amount we spent because there was some money that was budgeted in the enterprise funds. Brumbaugh stated correct. We don't reflect the enterprise funds in the general budget, other than in the notes on the side. Randall stated I think \$25,000.00 is going to be low. Brumbaugh stated the Council has the option of putting more in there because you're lowering other things. If you feel that you want to increase that sum, do that. Randall stated for next year keep your eye on that. I think it's going to be pretty close.

**A motion was made by Conway, seconded by Wills, and unanimously carried to approve the 2020 budget with the Finance Committee recommended changes, and to remove the phone line for the fire hall.**

**9.2. Discussion of the Circumstances of Item #6.8. (Approve Low Quote in the Amount of \$7,008.04 from Heartland Maintenance and Repair for Replacement of Engine in Unit #5 for the Public Works Department):**

Ryan Mathisrud stated on August 5<sup>th</sup>, 2019, there was a report that the engine failed on the public work's Unit #5. They brought it to the shop and it was four quarts low on oil and the engine ended up blowing up. We received a couple of quotes on replacement and one was for \$7,000.00, the other one from Ford was about \$8,100.00. Fieldsend would like to mention a few things about the circumstances of this.

Fieldsend stated that particular truck is used every day with the same one and two street operators. Per their job description, the operators are to perform certain mechanical duties, like daily service of equipment, oil changes, monthly or scheduled maintenance of that equipment. Clearly that was not done. We have put a new plan in place so this does not happen again. We've looked at several things. They definitely need to be doing those things every day, the operator does. They are our front line of catching those things. We are also going to be implementing monthly and yearly inspections to make sure we catch anything that they don't.

Conway stated you say operator's plural. First of all, the loss of the oil in the vehicle, was that a one-time event, or was it an over time loss from the vehicle? Fieldsend stated I do not know that. My guess is that it's over time. Mathisrud questioned meaning it's gone a number of intervals without getting an oil change over time? Fieldsend stated the way we've done the oil changes in the past is much like a service shop. We put the mileage up on the wind shield. The operator keeps track of that mileage. When that mileage is up, the mechanic does an oil change.

Conway questioned do we do any checking of the oil between oil changes? Fieldsend stated the operators are supposed to check the oil daily or with each use. Conway questioned do we have any tracking system as to whether they do it or not. Fieldsend stated we are implementing that also. Randall stated you indicated the operators are supposed to do the oil changes, how is that process, what are they supposed to do? Fieldsend stated we don't actually make them do it, it's like, before we put the mileage up in the windshield, like any other service shop. When that mileage comes up, they report that to the mechanic, and it gets put in the schedule to have the oil changed.

Randall stated my understanding is that we weren't recently having the little sticker in the window and that that was an issue too. Fieldsend stated that is not true. The newer trucks have a light that comes on. Yes, it's been a combination. The light comes on for an oil change in all of the new trucks, within the last four or five years. If that light comes on, they are supposed to report that to the mechanic, and then the oil is changed. Before that, if there are no lights, the mileage was put on the windshield.

Wills questioned isn't there a light on the oil sensor that says you're low on oil? Fieldsend stated there should have been. I have no idea. I certainly was not operating this piece of equipment. I don't know what happened.

Conway stated my intent of asking to add this item to general business, I want to get it fixed and paid for and have the equipment right, at the same time we have to have a level of accountability. When the department is issued a piece of equipment, somebody has to be accountable to maintain it.

**A motion was made by Conway, to refer this to staff for an investigation to determine:**

- 1. How the oil was lost.**
- 2. Whether there is any accountability that needs to be looked at.**
- 3. If any disciplinary action warranted.**
- 4. A Personnel Committee shall be scheduled to discuss the results of the investigation.**

**Discussion:** Randall stated this brings up a bigger picture issue in my opinion, is that we have two departments that are jointly responsible for this piece of equipment, one is responsible for the people, and one is responsible for the truck itself. That doesn't seem to be working great. I'd like the Personnel Committee to explore that arrangement. I think sometime it's too easy for one department to simply point the finger at the other department, and for nobody to be held accountable. The whole arrangement with these two departments needs to be revisited. I think this is a good example of why it needs to be revisited again.

**Wills seconded the motion.**

**Further Discussion:** Leckner stated I agree that this needs to be looked at and to find out if or when the oil was last changed. It's not something that we should just pass over. It's a lot of money to the taxpayers to put in a new motor.

Conway stated it's in my mind that when a department has anything issued to them, that department head is accountable. He or she delegates that accountability to someone within their department, then there has to be some way of holding that person accountable as well, because at the end of the day if the equipment or the personal aren't taken care of like they need to be the department head will be held accountable by this Council through Mr. Mathisrud. That's how I would envision to be the process.

Randall stated I completely agree. There needs to be some accountability here. That's why the whole arrangement needs to be reviewed as part of this process as I stated before, I think it has proven to be easy to say that department is responsible because of this very strange arrangement that I have yet to understand with operators being supervised by one person and vehicles and other equipment being supervised by another person.

Conway questioned why was the vehicle towed to the Ford garage instead of using our inhouse maintenance? Fieldsend stated it was towed from Nevis, and that's where we dropped it off. Conway questioned so it wasn't a conscience decision to take it outside of the city's resources? Fieldsend stated no. It was my decision. Conway stated I think that also needs to be included in the conversation as to is there a standard as to when we use inhouse resources and when we use outside resources.

**The vote was called.**

**The motion carried unanimously.**

**10. CITY ADMINISTRATOR COMMENTS:** Mathisrud stated today our main well pump failed. Some of you may have received a phone call on that. The motor on it seized up. We have contractors out there right now replacing it. We brought in a new pump from St. Cloud. Those folks are working to put it in. We issued a statement to Brian Halbausch at Emergency Management to get the word out for people to try and conserve water over the next four hours so we don't have any issues with the level coming down. We should be fine, but we want those guys to have enough time to work and get that issue resolved.

Mathisrud stated we have resolved most of the issues with the armory title with Mr. Zemek. We are waiting on the punch list items to get done. Once they are done, we'll be able to fire this off to our attorney to prepare the closing documents. Then all of it will be sent to the state for our disbursement request for funds. We don't know how long that will take but have been assured they will move as diligently as possible.

**11. DEPARTMENT HEAD UPDATES:** Brumbaugh stated there are memos in the packet regarding things that I have been asked about by the Council. It's there for your information. The enterprise budgets are the last thing that we need the Council to approve.

Andrew Mack stated I attended a training for the Complete Count Census Committee provided by the state demographer's office. The training was required for our community to participate in to qualify to receive a \$750.00 grant from the State of Minnesota to help promote the importance of a complete count.

Mathisrud stated the NPDES Permit Compliance Summary is in your packets. We were on time and compliant with all of our water quality tests that we do. Kudos to Dean Christofferson for getting all of that in on time and accurately this year.

**12. MINUTES/REPORTS/INFORMATION:** There were no comments.

**13. COMMENTS FROM COUNCIL:** Leckner stated I'd like the Council to entertain the thought of holding workshops for the Council to discuss the budgeting process rather than just the Finance Committee. I think those are huge decisions and the whole Council should know about them and make the decisions together. Other Councils do that. It's something that we should think about for the future. We'd have more workshops, but I'd rather do that. We can talk more about that later.

**14. Consideration of Strategy for Labor Negotiations for the UFCW and the Police Teamsters Pursuant to Minnesota Statutes 12D.03, Subdivision 1:**

**I. INTRODUCTION:** Mayor Leckner stated the agenda item for this portion of the regular meeting is consideration of strategy for labor negotiations pursuant to Minnesota Statutes, Section 13D.03, Subdivision 1.

**A motion was made by Conway, seconded by Randall, and unanimously carried to close the regular meeting at 6:50 p.m.**

Leckner stated the Council will now go into a closed session here in the City Council Chambers. The time is 6:50 p.m. Only the officials and consultants of the city who reasonably require access to this data may be in attendance at any portion of the meeting for this agenda item. The closed portion of this meeting is being tape-recorded pursuant to Minnesota Statutes, Section 13D.03, Subdivision 2.

**II. CLOSED MEETING:**

- A. Mayor Ryan Leckner, Councilmembers Conway, Randall, Wills, and City Administrator Ryan Mathisrud were present.
- B. City Administrator's Presentation.
- C. Council Discussions on Labor Negotiation Strategy
- D. Conclusion

Leckner stated members of the City Council, following the completion of our business, we will now adjourn into open session. **A motion was made by Wills, seconded by Conway, and unanimously carried to open the closed session at 7:46 p.m.**

**III. CITY COUNCIL ACTIONS:** The Council took no formal action.

**15. ADJOURNMENT:** A motion was made by Randall, seconded by Wills, and unanimously carried to adjourn the meeting at 7:47 p.m.

[seal]

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Mayor Ryan Leckner

ATTEST:

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Margie M. Vik  
City Clerk