

**PLAINVIEW CITY COUNCIL
REGULAR MEETING
Tuesday December 12, 2023, at 6:00 P.M.**

1. CALL TO ORDER - Mayor Luckstein called the Regular Plainview City Council meeting to order on Tuesday December 12, 2023, at 6:00 p.m.

Council Members in attendance: Aaron Luckstein, Holly Reeve, Lindsay Hammer Bartley, Ben Jacobs, and Don Kuschel.

Council Members absent: None.

Department Heads in attendance: City Administrator David Todd, Finance Director Vicki Axley, City Clerk Carol Kujath, Deputy Clerk Kayla Hall, Police Chief Jason Timm, Fire Chief Ed Jacobs, and Public Works Director Shane Loftus.

Department Heads absent: Library Director Alice Henderson.

Guests in attendance: Sara Fuher with SEMMCHRA, Betty Fahrenz, Seamus Johnston, Jae Gourley, Eric Bennett, Jason Bade, Nick Stamschror, Vanessa Klavetter, Tim Weaver, Christian Timm, and Richard Johnson.

2. PLEDGE OF ALLEGIANCE –

3. PUBLIC COMMENT – None.

4. APPROVAL OF AGENDA – Council member Reeve requested item 6.I. Plainview Volunteer Fire Department Appointments for 2024, be removed from the agenda. The Fire department nominating membership will be taking this back to membership on January 3, 2024, for in-person nominating and voting by ballot. Following that meeting the fire department will forward the recommendations to the City Council, to be approved at the January City Council meeting.

Motion by Kuschel, second by Hammer Bartley to approve the Agenda with the removal of 6.I. Plainview Volunteer Fire Department Appointments for 2024. Motion carried unanimously.

Motion by Luckstein, second by Kuschel to close the regular council meeting and open the Truth in Taxation Hearing. Motion carried unanimously. The hearing opened at 6:03 p.m.

5. TRUTH IN TAXATION HEARING – Administrator David Todd gave a slide presentation of the Budget and Levy hearing for Taxes Payable 2024. Residents were given the opportunity to ask questions, however no residents came forward to do so.

Motion by Luckstein, second by Kuschel to close the Truth in Taxation Hearing and reopen the Regular City Council meeting.

Motion carried unanimously. Regular meeting reopened at 6:16 p.m.

6. APPROVAL OF CONSENT AGENDA – Motion by Reeve, second by Jacobs to approve the Consent Agenda. Motion carried unanimously.

A. City Council Minutes – November 14, 2023, and November 29, 2023

B. Bills

C. Permits/Licenses/Donations:

a. Refuse License Renewals – Hagedorn Enterprises, dba: Lake City Recycling, Interstate Disposal Service, Waste Management, and Lakeshore Recycling Systems LLC

- b. Tobacco License Renewals – High Plains, Lyon’s Oil BP, Kwik Trip, and Family Dollar
- c. Donations – (2-\$100) – to the Plainview Fire Department in memory of William Goede
- d. Optional 2:00 a.m. Liquor License – Walkes Enterprises Inc. dba Kim’s Saloon
- D. Department Head Reports and Board Minutes
- E. Parks and Trails Committee Appointments
- F. Library Board Appointments
- G. Planning/Zoning Commission Appointments
- H. Council Board and Liaison Assignments
- ~~I. Plainview Volunteer Fire Department Appointments for 2024 REMOVED~~

7. UNFINISHED BUSINESS – None.

8. NEW BUSINESS –

- A. 2024 Levy Certification – Resolution 2023-25** – The City of Plainview is required by law to certify to the County Auditor the final tax levy in December each year. It was noted that in September 2023, the City Council approved a preliminary levy amount of \$2,757,215. This amount reflected an increase from the 2023 levy in the amount of \$180,482 or 7.0%. After working through the budget process the levy amount was reduced to \$2,737,661, which reflects an increase in the amount of \$160,928 or 6.25%. Inflationary costs make it difficult to reduce the levy any further without affecting City services provided to the citizens of Plainview.

Motion by Hammer Bartley, second by Reeve to approve Resolution 2023-25 certifying the final 2023 tax levy collectible in 2024 in the amount of \$2,737,661.

Motion carried unanimously.

- B. 2023 Budget Approval – Resolution 2023-26** – The City of Plainview is required by law to adopt a budget each year. Detailed information was given to the Council Budget Committee for their review, discussion, input, and approval throughout this process.

Motion by Reeve, second by Kuschel to approve Resolution 2023-26 adopting the 2024 operating budget for the general governmental funds in the amount of \$4,601,7976.

Motion carried unanimously.

- C. Fund Transfers – Resolution 2023-27** – Administrator David Todd explained how each year a transfer resolution is brought before the Council for approval. Fund transfers are normal functions in fund accounting and are necessary to ensure that funds do not end the year with a negative balance. All of these fund transfers are for purchases that have already been approved by the council and paid for. This process is just to approve the transfer of money between funds.

Motion by Jacobs, second by Hammer Bartley to approve Resolution 2023-27 authorizing the 2023 Fund Transfers in the total amount of \$283,043.24 as listed.

The 2023 Fund Transfers for capital project/equipment funding are itemized as follows:

1. Transfer \$7,430.89 from the Capital Improvement Fund to the General Fund for the new admin server.
2. Transfer \$39,131.00 from the Capital Improvement Fund to the General Fund for the 2023 Dodge Durango Police Department squad car.
3. Transfer \$69,437.26 from the Capital Improvement Fund to the General Fund for Public Works purchase of new welcome signs.
4. Transfer \$9,756.49 from the Capital Improvement Fund to the Parks Fund for the John Deere Mower purchased.
5. Transfer \$14,959.60 from the Capital Improvement Fund to the General Fund for Public Works purchase of a new Ventrac.
6. Transfer \$42,328.00 from the Capital Improvement Fund to the Cemetery Fund for the new GIS system.

7. Transfer \$50,000 from the Water Fund and \$50,000 from the Sewer Fund for General Fund support per the 2023 approved budget.
Motion carried unanimously.

D. Donation to the Plainview Fire Department - \$90,134.80 from Orville Timm –

The Plainview Fire Department received a donation from Orville Timm in the amount of \$90,134.80. The Plainview Fire Department would like to put the donation towards the purchase of an air compressor for refilling their air packs. Put any remaining donation money towards the New City Ladder Truck loan.

Motion by Kuschel, second by Reeve to accept the donation of \$90,134.80 from Orville Timm to the Plainview Fire Department and approve the spending of the donation for an air compressor with surplus funds for the City Ladder Truck loan.

Mayor Luckstein thanked the Orville Timm family for the donation.

Motion carried unanimously.

E. Donation to the Plainview Police Department - \$90,134.80 from Orville Timm – The City of Plainview Police Department received a donation from Orville Timm in the amount of \$90,134.80. The Police Department would like to update the cameras in the patrol vehicles and the body worn cameras, which were on the CIP for 2024. The donation would cover the cost of the cameras which total \$88,299.00. This price included additional new body cameras in 2026, and 2028/2029, and new squad cameras in 2028/2029. Chief Timm is requesting to purchase the cameras from AXON, the top company regarding technology, service, and support.

Motion by Jacobs, second by Kuschel to accept the donation from Orville Timm in the amount of \$90,134.80 and approve spending up to \$90,000 dollars of donated money to update the police department's squad car and body worn cameras to AXON.

Motion carried unanimously.

F. Parks and Trails Reduction in Members – Resolution 2023-28 –

Since formulating the Parks and Trails Commission, it has been a struggle to fill the seven positions on the panel. The Parks and Trails Commission is requesting the reduction of members from seven (7) to five (5). The Commission voted on November 28, 2023, to go from a seven (7) member to a five (5) member commission and is now bringing it before the City Council for approval.

Motion by Reeve, second by Kuschel to approve to reduce the number of members from seven (7) to five (5).

Motion carried unanimously.

G. SEMMCHRA Grant – Resolution 2023-29 –

Sara Fuher with SEMMCHRA along with Nick Koverman (via phone call), came to Council to request the City of Plainview partner with SEMMCHRA as the grant administrator to conduct a survey in anticipation of submitting a preliminary proposal to the Department of Employment & Economic Development's Small Cities Development Program during the open funding round in 2024. As these grants are highly competitive, SEMMCHRA is also requesting approval for the City to contribute \$5,000 towards the project, which demonstrates the City's leverage and investment in the project. It was noted the \$5,000 contribution from the City would be due in the second year of the grant (2026), which would allow the City time to budget for the fee. Also, if the application was not accepted, there is no fee due.

Motion by Jacobs, second by Hammer Bartley to approve Resolution 2023-29 to partner with SEMMCHRA to apply for a grant through DEED and to contribute \$5,000 towards the project.

Motion carried unanimously.

- H. **2023 Street & Utility Improvements Bolton & Menk Pay Application No. 6 –**
Pay application No. 6 for the 2023 Street & Utility Construction project has been prepared. Bolton & Menk have reviewed it and recommend payment in the amount of \$540,607.14. Motion by Luckstein, second by Reeve to approve Pay Application No.6 from Bolton & Menk to Elcor Construction in the amount of \$540,607.14 for the 2023 Street and Utility Improvements.
Motion carried unanimously.

9. INFORMATION ONLY DOCUMENTS –

- A. **Reminder** – The joint meeting with the City of Elgin to appoint Plainview-Elgin Sanitary Sewer Board members is December 20, 2023, at 6:00 p.m. at Elgin City Hall.

10. COUNCIL COMMENT –

- Luckstein – Thank you to the Public Works Department for getting the watermain fixed as quickly as possible on Broadway. As the project was wrapping up, a vehicle caught on fire in front of Gopher Lanes Bowling Alley. Brian Flies, who is a Public Works employee and a volunteer firefighter, quickly responded. Because of the quick action of Flies, the fire was contained, and no buildings sustained fire damage. The City along with Fire Chief Ed Jacobs wanted to recognize Brian Flies of the Plainview Fire Department for his quick response to the fire. A huge thank you to all the firefighters that responded to the call.

- Luckstein – A thank you note to the Police Department, Fire Department, and the Public Works Department for participating in the Trunk or Treat event at the school from the Plainview Public School Preschool.

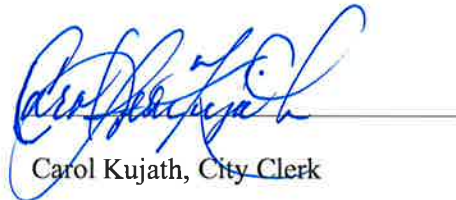
-Luckstein – Is on the Clean Water Advisory Board for the State of Minnesota. This board is participating in the assessment of PFAS levels in sewer districts. The state and federal government is possibly increasing regulations regarding PFAS. Will provide an update again next month.

11. ADJOURN –

Motion by Luckstein, second by Reeve to adjourn the Plainview City Council meeting.
Motion carried unanimously. Meeting adjourned at 7:00 p.m.



Aaron Luckstein, Mayor



Carol Kujath, City Clerk