

MINUTES OF A REGULAR MEETING OF THE
INDEPENDENCE CITY COUNCIL
TUESDAY, APRIL 10, 2012 – 7:30 P.M.

1. CALL TO ORDER.

Pursuant to due call and notice thereof, a regular meeting of the Independence City Council was called to order by Mayor Johnson at 7:30 p.m.

2. PLEDGE OF ALLEGIANCE.

Mayor Johnson led the group in the Pledge of Allegiance.

3. ROLL CALL

PRESENT: Mayor Johnson, Councilors Betts, Fisher, and Spencer
ABSENT: Councilor Wenck
STAFF: Clerk-Administrator Hirsch, City Attorney Vose
VISITORS: John Utley, Kennedy & Graven

4. CONSENT AGENDA.

Approve:

- Approval of City Council minutes from March 27, 2012
- Approval of Accounts Payable for April, 2012
- Approval of the recommendation from the Public Works Director to award the Gravel, Conbit and Limestone Bids as presented.
- Approval of Resolution No. 12-0410-01 authorizing the transfer of funds within the 800 Reserve Fund Accounts

Motion by Betts, seconded by Fisher, to approve the consent agenda. Ayes: Johnson, Betts, Fisher, and Spencer. Nays: None. Absent: Wenck. MOTION DECLARED CARRIED.

5. SET AGENDA – ANYONE NOT ON THE AGENDA CAN BE PLACED UNDER OPEN/MISC.

There were no items added.

6. REPORTS OF BOARDS & COMMITTEES BY COUNCIL AND STAFF

Spencer attended the following meetings:

- Council Work Session
- MnDot Highway 55 Open House – The meeting seemed to be well attended. The project will be divided into two segments – Rockford to Loretto and Loretto to Medina.

Fisher attended the following meetings:

- Council Work Session

Betts attended the following meetings:

- Council Work Session
- Maple Plain Fire Dept Commission
- Chamber of Commerce
- Baby Heupel Memorial Service
- Medina City Council
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Johnson attended the following meetings:

- Highway 55 Corridor Coalition – There will be a meeting next week where they will have an update on the Highway 55 project. They will also be discussing the future of the coalition as there is no additional funding. They must come to a decision on whether to continue the coalition.
- Baby Heupel Memorial Service – He was glad there was representation from the City Council at the service.
- Senior Community Services Executive Board
- Wright Hennepin Electric Cooperative Anniversary Celebration – They celebrated 75 years at the Annual Meeting.
- Medina City Council
- Council Work Session
- Maple Plain Fire Dept Commission
- Minnehaha Creek Watershed Commission Staff
- Conference of Mayors
- Orono School Board
- Chamber of Commerce

Hirsch attended the following meetings:

- Council Work Session
- Maple Plain Fire Dept Commission
- Chamber of Commerce

7. JOHN UTLEY, KENNEDY & GRAVEN –APPROVING VINLAND CENTER RESOLUTION NO. 12-0410-01 AUTHORIZING THE ISSUANCE AND SALE OF A HEALTHCARE FACILITIES REVENUE NOTE, SERIES 2012 IN THE ORIGINAL AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$4,000,000.

Utley stated the City has been asked to approve a bond issue that would assist Vinland National Center in the expansion of their facility. The key point to be made is that even though the City is involved in the financing, it is not exposing the City to any liability. Bonds are paid solely from revenue from Vinland National Center. Even if Vinland should encounter financial difficulties, the City's assets and revenues would not be in jeopardy and it would not adversely affect the City's credit rating. The reason the City is involved is that under federal and state law certain special borrowers can use the City's exempt status.

Utley stated two actions must take place:

1. The Department of Employment and Economic Development needs to approve the project and financing. The City has already received a letter approving the project from DEED.
2. City Council has to approve the resolution authorizing the issuance of the note and authorizing city officials to sign and close the transaction.

Johnson asked if many cities are doing similar transactions. Utley stated many cities have been because of the economy. However, the banking standards for lending have gone up considerably and they have not seen as many in recent years.

Johnson inquired about the timing of the signatures. Utley explained the resolution must be passed in order for the note to be issued.

Motion by Spencer, seconded by Betts, to adopt Resolution 12-0327-02 authorizing the issuance and sale of a healthcare facilities revenue note for Vinland National Center project. Ayes: Johnson, Betts, Fisher, and Spencer. Nays: None. Absent: Wenck. MOTION DECLARED CARRIED.

8. DAN KOCH, PUBLIC WORKS DIRECTOR – DISCUSSION AND APPROVAL TO PURCHASE TWO REPLACEMENT PIECES OF EQUIPMENT WITH FUNDS IN THE EQUIPMENT RESERVE ACCOUNT.

Koch requested replacement of a pickup whose transmission is out and a mower that needs the oil pump repaired. He stated that the order for the pickup must be submitted to the dealer by April 19, 2012. He stated there is no sales tax on either the pickup or the mower.

Spencer asked about blade width on the mower. Koch replied a 72 inch is about \$500 more than a 60 inch but he needs to review which would work better for them.

Fisher inquired if they could get anything if the pickup was sold in its current condition. Koch replied he didn't have any figures for the pickup but they could get a couple thousand for the mower.

Motion by Betts, seconded by Fisher, to authorize staff to purchase the Colorado pickup and Kabota mower. Ayes: Johnson, Betts, Fisher, and Spencer. Nays: None. Absent: Wenck. MOTION DECLARED CARRIED.

9. CREDIT CARD, DISCUSSION AND DIRECTION TO STAFF TO PREPARE A POLICY AND RESOLUTION IN REGARDS TO THE GUIDELINES AND USES OF A CITY CREDIT CARD.

Johnson reported that staff is having a difficult time signing up for conferences without a credit card. Johnson felt this would be a good idea but felt that a councilmember should review the monthly bill.

Betts suggested Council review the purchases as the card is used. She felt it would be better to sign off on a weekly basis to help ensure that transactions do not get missed, especially over the phone transactions. She wants to ensure there is a mechanism in place to keep record of all transactions and that is why she felt signing off on a weekly basis would be appropriate.

Spencer inquired how often the card would be used. Hirsch stated that it would be on a monthly basis, if that, and mostly for conference registrations. Johnson inquired who would have access to the card. He asked Koch how payment works for filling up the public works vehicles. Koch replied they use an account charge card.

Betts asked the City Attorney his thoughts on the policy. He stated they should identify the individuals by name that have the power to use the credit card. Hirsch stated that it would be primarily her and the Accounting Clerk that would use the card and it would be left in the office rather than carried with an individual.

Spencer offered to review the monthly bill against receipts. Johnson would like to check with the auditor as well. He also stated he liked the sample policy from Arden Hills.

Council discussed the different credit card companies and benefits.

Motion by Betts, seconded by Spencer, to pursue a credit card policy and authorize the Clerk-Administrator and Accounting Clerk as the credit card users. Ayes: Johnson, Betts, Fisher, and Spencer. Nays: None. Absent: Wenck. MOTION DECLARED CARRIED.

The Council directed staff to research cards that have no annual fee.

10. MISC/OPEN

There were no items.

11. ADJOURN

Motion made by Betts, seconded by Fisher, to adjourn the meeting at 8:05 p.m. Ayes: Johnson, Betts, Fisher, and Spencer. Nays: None. Absent: Wenck. MOTION DECLARED CARRIED.

Respectfully submitted,

Kimberly A. Olson, Recording Secretary