

# FAIRMONT CITY COUNCIL AGENDA

## 1. CALL TO ORDER -

- Regular meeting of the Fairmont City Council held on  
**MONDAY, APRIL 11, 2016**  
at **5:30 p.m.** in the City Hall Council Chambers

## 2. ROLL CALL -

Mayor Quiring  
Councilors: Anderson  
Askeland  
Clerc  
Peters  
Zarling

## 3. DETERMINATION OF QUORUM -

## 4. PLEDGE OF ALLEGIANCE

## 5. READINGS OF MINUTES -

5.1 Minutes of Regular Meeting, March 28, 2016 (01-02)

## 6. OPEN DISCUSSION -

6.1 Open Discussion (03)

## 7. RECOGNITIONS/PRESENTATIONS -

7.1 Proclaim the Month of April as Child Abuse and Neglect  
Prevention Month (04)

7.1a Proclamation (05)

7.2 Proclaim the Month of April as Alcohol Abuse Prevention Month	(06)
7.2a Proclamation	(07)
7.3 Introduction of new Fairmont Officer Lily Paine	(08)
<b>8. SCHEDULED HEARINGS –</b>	
<b>9. ADMINISTRATIVE APPEALS –</b>	
<b>10. FINANCIAL REPORTS –</b>	
<b>11. REPORTS OF BOARDS, COMMITTEES, AND DEPARTMENT HEADS –</b>	
<b>12. LICENSES AND PERMITS –</b>	
12.1 Fairmont Triathlon Permit	(09)
12.1a Permit Application & Maps	(10-12)
12.2 Fairmont Raceway 3.2% On Sale Beer License Renewal	(13)
<b>13. OLD BUSINESS –</b>	
<b>14. NEW BUSINESS –</b>	
14.1 Local Option Sales Tax	(14)
14.1a Memo Outlining Process	(15)
14.2 Demolition of Burned Out, Blighted and Hazardous Property	(16)
14.2a Pictures	(17-18)

14.3 Excess Inventory	(19)
14.4 Advertise for Bids for 2016-B construction project	(20)
14.4a Resolution 2016-12	(21-22)
<b>15. REGULAR AND LIQUOR DISPENSARY BILLS –</b>	
<b>16. STATUS REPORTS/ORAL</b>	
<b>17. <u>ADJOURNMENT</u> –</b>	
<b><u>ADDITIONAL ATTACHMENTS</u> –</b>	

The minutes of the Fairmont City Council meeting held on Monday, March 28, 2016 at the City Hall Council Chambers.

Mayor Pro-tem Clerc called the meeting to order at 5:30 p.m.

Council Members Terry Anderson, Chad Askeland and Jim Zarling were present. Also in attendance: City Administrator Mike Humpal, City Attorney Elizabeth Bloomquist, Public Works Director/City Engineer Troy Nemmers, Finance Director Paul Hoye and City Clerk Patricia Monsen.

It was moved by Council Member Askeland, seconded by Council Member Anderson and carried to approve the minutes of the regular City Council meeting of March 14, 2016.

During open discussion, Council Member Askeland asked Nemmers about the conditions of the roads in Fairmont. Nemmers stated that some patch work has been done with cold mix, but that the majority of the repairs will be done with hot mix in early May.

Sergeant James Kotewa and Officer Jaime Bless presented information regarding "Crisis Intervention Team" (CIT) trained officers.

Mayor Pro-tem Clerc opened the public hearing on proposed **Ordinance 2016-02**, which amends Chapter 18 of the City Code relating to camping in certain parks and food trucks. Dan Kastner of 702 Burton Lane stated that in the past he has gotten special permission to sell popcorn on the Fourth of July at Wards Park and he wondered if this would still be allowed. Humpal stated that it would be handled as in the past. There was no further public comment. Council Member Askeland made a motion to close the public hearing. Council Member Zarling seconded the motion and the motion carried. Council Member Zarling made a motion to adopt **Ordinance 2016-02**. Council Member Askeland seconded the motion. On roll call: Council Members Askeland, Clerc, Zarling and Anderson all voted aye. No one voted nay. Mayor Pro-tem Clerc declared said motion passed.

Council Member Anderson made a motion to approve the parade permit for the American Legion for the Memorial Day parade. Council Member Askeland seconded the motion and the motion carried.

Council Member Askeland made a motion to approve a request by Borderline Cruisers Car Club to barricade several downtown streets for their car show on June 11, 2016. Council Member Anderson seconded the motion and the motion carried.

Council Member Anderson made a motion to approve a permit for the Freedom 5K and 10K race event on August 6, 2016. Council Member Zarling seconded the motion and the motion carried.

Council Member Anderson made a motion to authorize city staff to complete plans and specifications for a joint subdivision project with the school district and place the project out for bids. Council Member Askeland seconded the motion and the motion carried.

Council Member Askeland made a motion to approve **Resolution 2016-08**, approving Eriael, LLC TIF Plan and Development Agreement Amendment. Council Member Anderson seconded

the motion. On roll call: Council Members Clerc, Zarling, Anderson and Askeland all voted aye. No one voted nay. Mayor Pro-tem Clerc declared said motion passed.

Council Member Askeland made a motion to approve the appointment of Greg Gellert to the Park Board. Council Member Anderson seconded the motion and the motion passed.

Hoye advised that the 2016 Pay Equity Report for the City of Fairmont was accepted and the City is in compliance.

Council Member Zarling made a motion to adopt **Resolution 2016-09**, authorizing the sale of the 2016 Refunding Bonds. Council Member Anderson seconded the motion. On roll call: Council Members Zarling, Anderson, Askeland and Clerc all voted aye. No one voted nay. Mayor Pro-tem Clerc declared said motion passed.

Council Member Anderson made a motion to adopt **Resolution 2016-10**, approving advertising of the 2016-A Watermain and Service Repair Project. Council Member Askeland seconded the motion. On roll call: Council Members Zarling, Anderson, Askeland and Clerc all voted aye. No one voted nay. Mayor Pro-tem Clerc declared said motion passed.

Council Member Anderson made a motion to approve Task Orders #4 and #5 with KLJ for airport consulting services. Council Member Zarling seconded the motion and the motion carried.

Council Member Zarling made a motion to adopt **Resolution 2016-11**, approving advertising of the 2016 airport improvement project. Council Member Askeland seconded the motion. On roll call: Council Members Anderson, Askeland, Clerc and Zarling all voted aye. No one voted nay. Mayor Pro-tem Clerc declared said motion passed.

Council Member Zarling made a motion to approve the payment of the March, 2016 bills in the amount of \$706,796.29. Council Member Anderson seconded the motion and the motion carried.

A motion was made by Council Member Zarling, seconded by Council Member Anderson and carried to adjourn the meeting at 6:10 p.m.

ATTEST:

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Randy J. Quiring  
Mayor

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Patricia J. Monsen, City Clerk

**CITY OF FAIRMONT-----AGENDA CONTROL SHEET-----AGENDA ITEM NO. 6.1**

**MEETING DATE:** April 11, 2016

**SUBJECT:** Open Discussion

**REVIEWED BY:** Mike Humpal, CEcD, City Administrator *AA*

**SUBJECT INITIATION BY:**

<input type="checkbox"/>	Petition	<input type="checkbox"/>	Board	<input checked="" type="checkbox"/>	Staff	<input type="checkbox"/>	Council	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
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**SUBJECT BACKGROUND:**

**INTRODUCED BY:** Mayor Randy Quiring

**COUNCIL LIAISON:**

**TYPE OF ACTION:**

<input type="checkbox"/>	Motion (Voice Vote)	<input type="checkbox"/>	Resolution (Roll Call)	<input type="checkbox"/>	Discussion
<input type="checkbox"/>	Ordinance 1 <sup>st</sup> Reading (Introduction only)	<input type="checkbox"/>	Set Public Hearing (Motion)	<input checked="" type="checkbox"/>	Information Only
<input type="checkbox"/>	Ordinance 2 <sup>nd</sup> Reading (Roll call)	<input type="checkbox"/>	Hold Public Hearing (Motion to close)	<input type="checkbox"/>	

**RECOMMENED ACTION BY:**

<input type="checkbox"/>	City Staff	<input type="checkbox"/>	Board	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
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<input type="checkbox"/>	Issuance	<input type="checkbox"/>	Approval	<input type="checkbox"/>	Authorization	<input type="checkbox"/>	No recommendation
<input type="checkbox"/>	Denial	<input type="checkbox"/>	Rejection	<input checked="" type="checkbox"/>	No action needed	<input type="checkbox"/>	

**STATEMENT:** Prior to regular business, is there any open discussion?

**MOTION:** None

**VOTE REQUIRED:**

**ATTACHMENTS:**

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_


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Council Action: \_\_\_\_\_ Date: \_\_\_\_\_

**CITY OF FAIRMONT-----AGENDA CONTROL SHEET-----AGENDA ITEM NO. 7.1**

**MEETING DATE:** April 11, 2016

**SUBJECT:** Proclaim the Month of April as Child Abuse and Neglect Prevention Month

**REVIEWED BY:** Mike Humpal, CEcD, City Administrator 

**SUBJECT INITIATION BY:**

<input checked="" type="checkbox"/>	Petition	<input type="checkbox"/>	Board	<input type="checkbox"/>	Staff	<input type="checkbox"/>	Council	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
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**SUBJECT BACKGROUND:** Mayor Randy J. Quiring

**INTRODUCED BY:** Mayor Randy J. Quiring

**COUNCIL LIAISON:**

**TYPE OF ACTION:**

<input type="checkbox"/>	Motion (Voice Vote)	<input type="checkbox"/>	Resolution (Roll Call)	<input type="checkbox"/>	Discussion
<input type="checkbox"/>	Ordinance 1 <sup>st</sup> Reading (Introduction only)	<input type="checkbox"/>	Set Public Hearing (Motion)	<input checked="" type="checkbox"/>	Information Only
<input type="checkbox"/>	Ordinance 2 <sup>nd</sup> Reading (Roll call)	<input type="checkbox"/>	Hold Public Hearing (Motion to close)	<input type="checkbox"/>	

**RECOMMENED ACTION BY:**

<input type="checkbox"/>	City Staff	<input type="checkbox"/>	Board	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
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<input type="checkbox"/>	Issuance	<input type="checkbox"/>	Approval	<input type="checkbox"/>	Authorization	<input type="checkbox"/>	No recommendation
<input type="checkbox"/>	Denial	<input type="checkbox"/>	Rejection	<input checked="" type="checkbox"/>	No action needed	<input type="checkbox"/>	

**STATEMENT:** Mayor Randy J. Quiring will proclaim the month of April, 2016 as Child Abuse and Neglect Prevention Month in the City of Fairmont.

**MOTION:**

**VOTE REQUIRED:**

**ATTACHMENTS:**

1. Proclamation
- 2.
- 3.

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Council Action: \_\_\_\_\_ Date: \_\_\_\_\_



## ***PROCLAMATION***

*WHEREAS, child abuse and neglect is a community condition and problem, and finding solutions depends on involvement among people in the community; and,*

*WHEREAS, approximately 3 million children are reported abused and neglected in this country each year; and,*

*WHEREAS, the effects of child abuse and neglect are felt by whole communities and need to be addressed by the entire community; and,*

*WHEREAS, these events will provide information and materials that support families to prevent child maltreatment and celebrate people who work with and support children and families; and,*

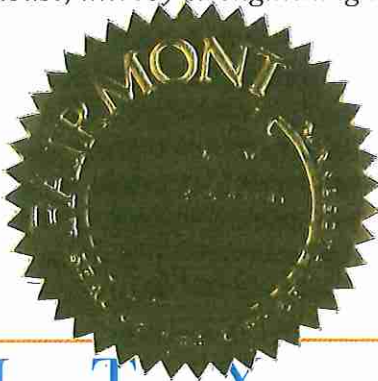
*WHEREAS, effective child abuse prevention programs succeed because of partnerships created among social service agencies, schools, religious and civic organizations, law enforcement agencies, and the business community; and,*

*WHEREAS, all citizens should become more aware of the negative effects of child abuse and its prevention within the community and become involved in supporting parents to raise their children in a safe, nurturing environment.*

*NOW THEREFORE, I, Randy J. Quiring, Mayor of the City of Fairmont, do hereby proclaim the month of April, 2016 as:*

### ***CHILD ABUSE AND NEGLECT PREVENTION MONTH***

*in the City of Fairmont, Minnesota, and encourage all citizens, community agencies, religious organizations, medical facilities, and businesses increase their participation in efforts to prevent child abuse, thereby strengthening the community in which we live.*



*Randy J. Quiring*  
\_\_\_\_\_  
Randy J. Quiring, Mayor



**CITY OF FAIRMONT----AGENDA CONTROL SHEET----AGENDA ITEM NO. 7.2**

**MEETING DATE:** April 11, 2016

**SUBJECT:** Proclaim the Month of April as Alcohol Abuse Prevention Month

**REVIEWED BY:** Mike Humpal, CEcD, City Administrator *AH*

**SUBJECT INITIATION BY:**

<input checked="" type="checkbox"/>	Petition	<input type="checkbox"/>	Board	<input type="checkbox"/>	Staff	<input type="checkbox"/>	Council	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
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**SUBJECT BACKGROUND:** Mayor Randy J. Quiring

**INTRODUCED BY:** Mayor Randy J. Quiring

**COUNCIL LIAISON:**

**TYPE OF ACTION:**

<input type="checkbox"/>	Motion (Voice Vote)	<input type="checkbox"/>	Resolution (Roll Call)	<input type="checkbox"/>	Discussion
<input type="checkbox"/>	Ordinance 1 <sup>st</sup> Reading (Introduction only)	<input type="checkbox"/>	Set Public Hearing (Motion)	<input checked="" type="checkbox"/>	Information Only
<input type="checkbox"/>	Ordinance 2 <sup>nd</sup> Reading (Roll call)	<input type="checkbox"/>	Hold Public Hearing (Motion to close)	<input type="checkbox"/>	

**RECOMMENED ACTION BY:**

<input type="checkbox"/>	City Staff	<input type="checkbox"/>	Board	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
<input type="checkbox"/>	Issuance	<input type="checkbox"/>	Approval	<input type="checkbox"/>	Authorization	<input type="checkbox"/>	No recommendation
<input type="checkbox"/>	Denial	<input type="checkbox"/>	Rejection	<input checked="" type="checkbox"/>	No action needed	<input type="checkbox"/>	

**STATEMENT:** Mayor Randy J. Quiring will proclaim the month of April, 2016 as Alcohol Abuse Prevention Awareness Month in the City of Fairmont.

**MOTION:**

**VOTE REQUIRED:**

**ATTACHMENTS:**

1. Proclamation
- 2.
- 3.

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Council Action: \_\_\_\_\_ Date: \_\_\_\_\_



## PROCLAMATION Alcohol Abuse Prevention Awareness Month

*WHEREAS, Fairmont Substance Abuse Prevention and Youth Coalitions have committed to working together to make an impact on alcohol prevention in our community; and,*

*WHEREAS, parents are the #1 influence in a young person’s decision not to drink alcohol by encouraging them to make healthy choices that impact their future; and,*

*WHEREAS, based on local data collected MOST Fairmont youth are choosing NOT to drink alcohol when hanging out with their friends and agree drinking alcohol is never a good thing for kids their age to do; and,*

*WHEREAS, youth who have conversations with their parents and learn about the dangers of underage alcohol and drug use and it’s harmful effects are 50% less likely to use alcohol and drugs; and,*

*WHEREAS MOST parents are setting rules and expectations and do NOT allow kids to drink alcohol in their home; and,*

*WHEREAS, Parents and Adults are urged to Talk Early and Talk Often with their children about Not Drinking alcohol... because together, WE Can Make a Difference.*

*NOW, THEREFORE, BE IT RESOLVED THAT I, Mayor Randy J. Quiring, joining the Fairmont Substance Abuse Prevention and Youth Coalitions, do hereby proclaim*

### *April 2016 - Alcohol Abuse Prevention Awareness Month*

*In the City of Fairmont, and we call upon all citizens in the Fairmont Area to recognize and participate in this special observance by starting the conversations that are supporting our efforts to reduce alcohol and substance abuse among our area youth; thereby building a safe and healthy community where our youth can live free of stance abuse and it’s harmful effects!*



*Randy J. Quiring*  
\_\_\_\_\_  
Randy J. Quiring, Mayor

MEETING DATE: April 11, 2016

SUBJECT: Introduction of new Fairmont Officer Lily Paine

REVIEWED BY: Mike Humpal, CEcD, City Administrator 

SUBJECT INITIATION BY:

<input type="checkbox"/>	Petition	<input type="checkbox"/>	Board	<input checked="" type="checkbox"/>	Staff	<input type="checkbox"/>	Council	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
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SUBJECT BACKGROUND: Greg Brolsma, Chief of Police

INTRODUCED BY: Greg Brolsma, Chief of Police

COUNCIL LIAISON:

TYPE OF ACTION:

<input type="checkbox"/>	Motion (Voice Vote)	<input type="checkbox"/>	Resolution (Roll Call)	<input type="checkbox"/>	Discussion
<input type="checkbox"/>	Ordinance 1 <sup>st</sup> Reading (Introduction only)	<input type="checkbox"/>	Set Public Hearing (Motion)	<input checked="" type="checkbox"/>	Information Only
<input type="checkbox"/>	Ordinance 2 <sup>nd</sup> Reading (Roll call)	<input type="checkbox"/>	Hold Public Hearing (Motion to close)	<input type="checkbox"/>	

RECOMMENED ACTION BY:

<input type="checkbox"/>	City Staff	<input type="checkbox"/>	Board	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
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<input type="checkbox"/>	Issuance	<input type="checkbox"/>	Approval	<input type="checkbox"/>	Authorization	<input type="checkbox"/>	No recommendation
<input type="checkbox"/>	Denial	<input type="checkbox"/>	Rejection	<input checked="" type="checkbox"/>	No action needed	<input type="checkbox"/>	

STATEMENT: Chief Brolsma would like to introduce our newest patrol officer, Officer Lily Paine, to the Council and community.

MOTION: N/A

VOTE REQUIRED: N/A

ATTACHMENTS:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_


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Council Action: \_\_\_\_\_ Date: \_\_\_\_\_



MEETING DATE: April 11, 2016

SUBJECT: Fairmont Triathlon Permit

REVIEWED BY: Mike Humpal, CEcD, City Administrator 

SUBJECT INITIATION BY:

<input checked="" type="checkbox"/>	Petition	<input type="checkbox"/>	Board	<input type="checkbox"/>	Staff	<input type="checkbox"/>	Council	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
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SUBJECT BACKGROUND: Mike Humpal, CEcD, City Administrator

INTRODUCED BY: Mike Humpal, CEcD, City Administrator

COUNCIL LIAISON:

TYPE OF ACTION:

<input checked="" type="checkbox"/>	Motion (Voice Vote)	<input type="checkbox"/>	Resolution (Roll Call)	<input type="checkbox"/>	Discussion
<input type="checkbox"/>	Ordinance 1 <sup>st</sup> Reading (Introduction only)	<input type="checkbox"/>	Set Public Hearing (Motion)	<input type="checkbox"/>	Information Only
<input type="checkbox"/>	Ordinance 2 <sup>nd</sup> Reading (Roll call)	<input type="checkbox"/>	Hold Public Hearing (Motion to close)	<input type="checkbox"/>	

RECOMMENED ACTION BY:

<input checked="" type="checkbox"/>	City Staff	<input type="checkbox"/>	Board	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
<input type="checkbox"/>	Issuance	<input checked="" type="checkbox"/>	Approval	<input type="checkbox"/>	Authorization	<input type="checkbox"/>	No recommendation
<input type="checkbox"/>	Denial	<input type="checkbox"/>	Rejection	<input type="checkbox"/>	No action needed	<input type="checkbox"/>	

STATEMENT: Fairmont Triathlon has applied for a permit for their event to be held on June 11, 2016.

MOTION: To approve the permit for the Fairmont Triathlon to be held on June 11, 2016.

VOTE REQUIRED: Simple majority

ATTACHMENTS:

1. Permit application and maps
2. \_\_\_\_\_
3. \_\_\_\_\_

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Council Action: \_\_\_\_\_ Date: \_\_\_\_\_

**CITY OF FAIRMONT  
MISCELLANEOUS LICENSE & PERMIT APPLICATION**

Applicant's Name Fairmont Triathlon (Phillip A. Hanson)

Applicant's Address Dutch Creek Farms

1384 Lair Road, Fairmont, MN 56031

Applicant's Telephone 235-8233

Applicant's Signature Phillip A Hanson

Date of application March 29, 2016

Type of application: (Include dates, time, location, requests from City, etc.)

Parade Permit – Fairmont Triathlon, 6:00 a.m. to 11:45 a.m. at Gomsrud Park, June 11, 2016.

Race Times: 8:30 – 8:40 – 9:30. Request from the City, necessary patrol cars and officers to cover critical intersections.

Bike route numbers and directions -Lair Road – E, Albion Ave. S, 41S to 8W, 10N & E through Wilbert, 37N, 118E, 39N, 20E, 41 and Albion N, Lair Rd. W. - Finish – Run 10K & 5K – Lair Rd. E, bike trail S, BelleVue E, Prairie N, Cardinal E, High School Parking Lot, Johnson W, Prairie S, bike trail W to Albion & Lair Rd. W , finish. 10K – 2 laps, 5K – 1 lap.

Fee (if applicable) N/A

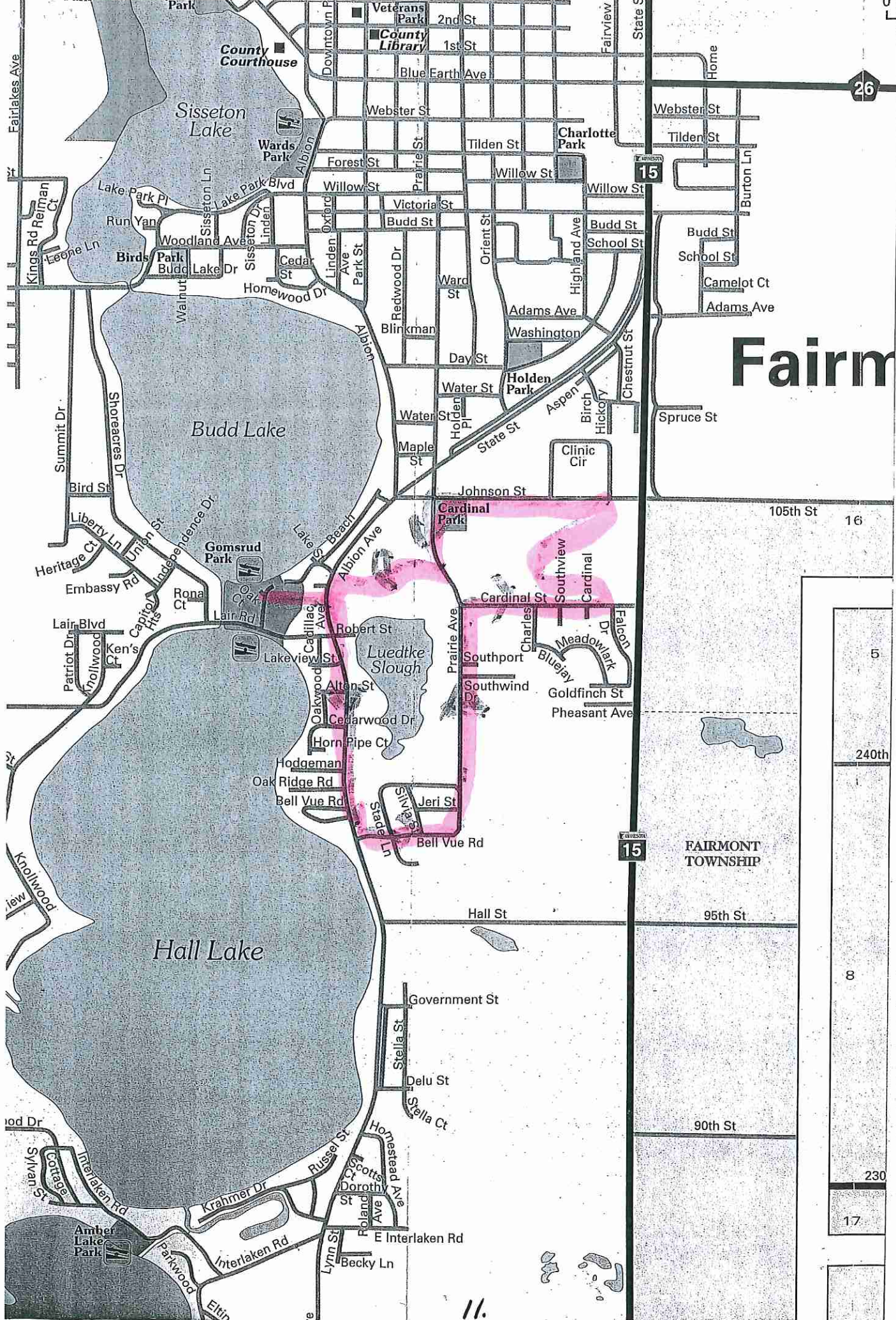
*CITY USE ONLY*

Application approved by \_\_\_\_\_ Date \_\_\_\_\_

Instructions/Comments \_\_\_\_\_

Application Distribution: City \_\_\_\_\_ Applicant \_\_\_\_\_ Police \_\_\_\_\_ Other \_\_\_\_\_





# Fairm

FAIRMONT TOWNSHIP

26

15

15

105th St 16

240th

95th St

90th St

230

17

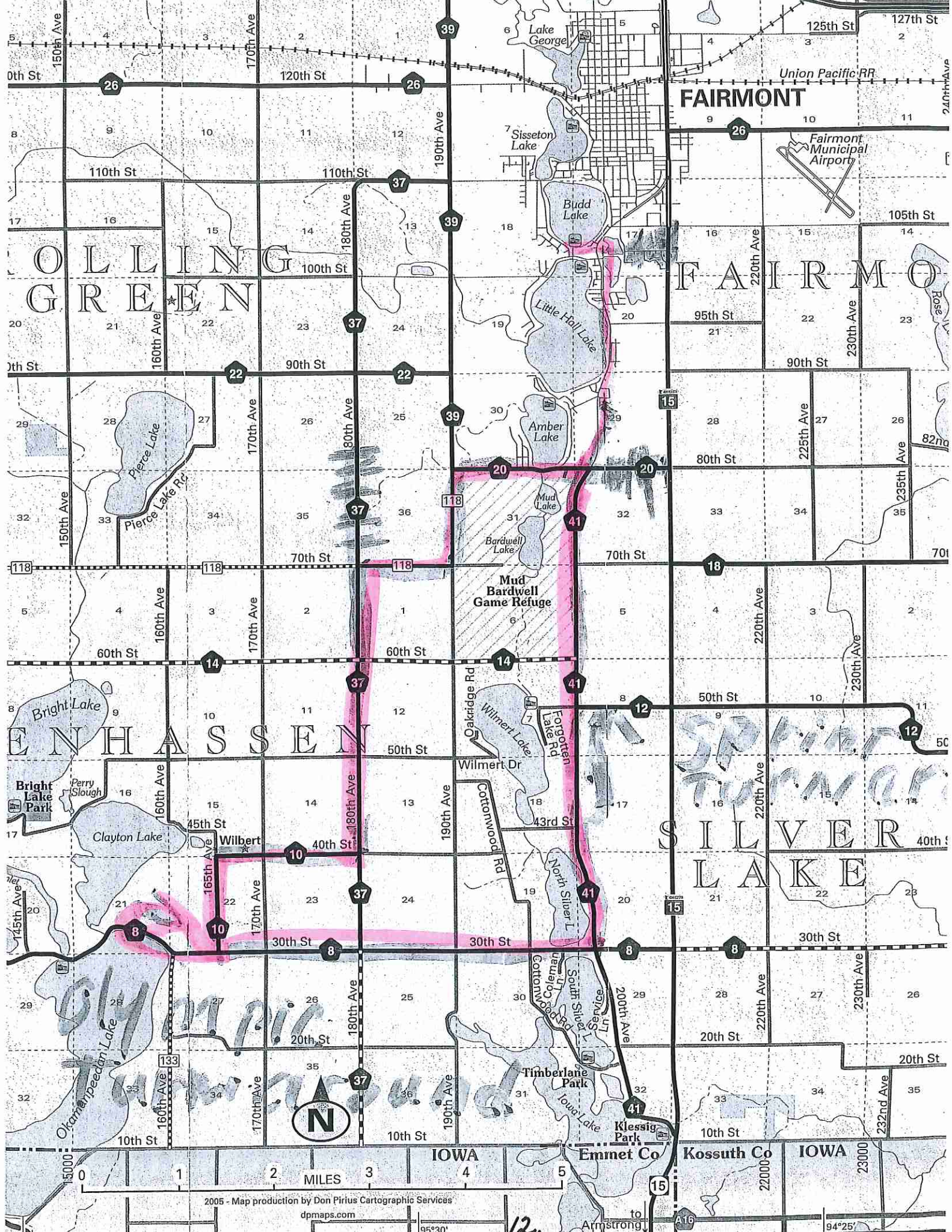
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# FAIRMONT

COLLINGWOOD  
GREEN

FAIRMONT

ENHASEN

SILVER  
LAKE




12.



MEETING DATE: April 11, 2016

SUBJECT: Fairmont Raceway 3.2% On Sale Beer License Renewal

REVIEWED BY: Mike Humpal, CEcD, City Administrator 

SUBJECT INITIATION BY: Mike Humpal, CEcD, City Administrator

<input checked="" type="checkbox"/>	Petition		Board		Staff		Council		Commission		Committee
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SUBJECT BACKGROUND: Mike Humpal, CEcD, City Administrator

INTRODUCED BY: Mike Humpal, CEcD, City Administrator

COUNCIL LIAISON:

TYPE OF ACTION:

<input checked="" type="checkbox"/>	Motion (Voice Vote)		Resolution (Roll Call)		Discussion
	Ordinance 1 <sup>st</sup> Reading (Introduction only)		Set Public Hearing (Motion)		Information Only
	Ordinance 2 <sup>nd</sup> Reading (Roll call)		Hold Public Hearing (Motion to close)		

RECOMMENED ACTION BY:

<input checked="" type="checkbox"/>	City Staff		Board		Commission		Committee
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	Issuance	<input checked="" type="checkbox"/>	Approval		Authorization		No recommendation
	Denial		Rejection		No action needed		

STATEMENT: Promoters , Al and Becky Thoreson will be running the Fairmont Raceway again this year. Thoreson’s have submitted their renewal application for a 3.2% on sale beer license effective from April 22, 2016 through September 30, 2016.

MOTION: To approve the renewal of a 3.2% on sale beer license for the Fairmont Raceway for a limited term of April 22, 2016 to September 30, 2016, pending receipt of all necessary paperwork and a satisfactory police investigation.

VOTE REQUIRED: Simple majority

ATTACHMENTS:

- 1.


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Council Action: \_\_\_\_\_ Date: \_\_\_\_\_



MEETING DATE: April 11, 2016

SUBJECT: Local Option Sales Tax

REVIEWED BY: Mike Humpal, CEcD, City Administrator 

SUBJECT INITIATION BY:

<input type="checkbox"/>	Petition	<input type="checkbox"/>	Board	<input checked="" type="checkbox"/>	Staff	<input type="checkbox"/>	Council	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
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SUBJECT BACKGROUND: Mike Humpal, CEcD, City Administrator

INTRODUCED BY: Mike Humpal, CEcD, City Administrator

COUNCIL LIAISON:

TYPE OF ACTION:

<input checked="" type="checkbox"/>	Motion (Voice Vote)	<input type="checkbox"/>	Resolution (Roll Call)	<input type="checkbox"/>	Discussion
<input type="checkbox"/>	Ordinance 1 <sup>st</sup> Reading (Introduction only)	<input type="checkbox"/>	Set Public Hearing (Motion)	<input type="checkbox"/>	Information Only
<input type="checkbox"/>	Ordinance 2 <sup>nd</sup> Reading (Roll call)	<input type="checkbox"/>	Hold Public Hearing (Motion to close)	<input type="checkbox"/>	

RECOMMENED ACTION BY:

<input checked="" type="checkbox"/>	City Staff	<input type="checkbox"/>	Council	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
<input type="checkbox"/>	Issuance	<input type="checkbox"/>	Approval	<input checked="" type="checkbox"/>	Authorization	<input type="checkbox"/>	No recommendation
<input type="checkbox"/>	Denial	<input type="checkbox"/>	Rejection	<input type="checkbox"/>	No action needed	<input type="checkbox"/>	

STATEMENT: At the work session on March 28<sup>th</sup> the council directed staff to research the local option sales tax implementation process. The attached memo outlines the process, and time frames required. Staff recommends if the council wants to move forward with setting up the tax, that the city uses the upcoming November general election for the city wide vote rather than a special election at a later date.

MOTION: Authorize staff to develop a City Council Resolution authorizing the implementation of the process to create a Local Option Sales Tax.

VOTE REQUIRED: Simple majority.

ATTACHMENTS:

1. Memo outlining the process.

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Council Action: \_\_\_\_\_ Date: \_\_\_\_\_

## Steps a political subdivision must follow to impose a local sales tax option:

In order to impose a local sales tax, a political subdivision must obtain enactment of a special law authorizing it to do so by taking the following steps in order:

1. The governing body of a political subdivision must pass a resolution proposing the tax. **The anticipated public hearing date will be June 14, 2016.** The resolution needs to include at least:
  - Proposed tax rate. **The proposed rate for Fairmont is anticipated to be ½%.**
  - Amount of revenue to be raised and its intended use. **The anticipated amount of money to be raised is approximately \$15 million. The intended use will be Regional Wellness Center, other recreation amenities and trails in the community.**
  - Anticipated date that the tax will expire. **The tax will expire when the amount raised reaches or exceeds \$15 million.**
2. The proposed tax, then must be submitted to and passed by the majority of the voters at a general election held at least 90 days after the resolution was passed. The political subdivision may not expend money to advertise or promote the tax. **Fairmont will prepare its ballot question for the November 2016 election.**
3. The political subdivision must request and have enacted a special law authorizing the imposition of the tax. **Fairmont anticipates this legislation will be brought before the legislature in the 2017 legislative session.**
4. The political subdivision must file local approval with the Secretary of State before the start of the next regular legislative session after the session in which the enabling law was enacted.
5. The political subdivision must pass an ordinance imposing the tax and notify the Commissioner of Revenue at least 90 days before the first day of the calendar quarter on which the taxes to be imposed.

MEETING DATE: April 11, 2016

SUBJECT: Demolition of Burned Out, Blighted and Hazardous Property

REVIEWED BY: Mike Humpal, CEcD, City Administrator *MH*

SUBJECT INITIATION BY:

<input type="checkbox"/>	Petition	<input type="checkbox"/>	Board	<input checked="" type="checkbox"/>	Staff	<input type="checkbox"/>	Council	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
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SUBJECT BACKGROUND: Mike Humpal, CEcD, City Administrator

INTRODUCED BY: Mike Humpal, CEcD, City Administrator

COUNCIL LIAISON:

TYPE OF ACTION:

<input checked="" type="checkbox"/>	Motion (Voice Vote)	<input type="checkbox"/>	Resolution (Roll Call)	<input type="checkbox"/>	Discussion
<input type="checkbox"/>	Ordinance 1 <sup>st</sup> Reading (Introduction only)	<input type="checkbox"/>	Set Public Hearing (Motion)	<input type="checkbox"/>	Information Only
<input type="checkbox"/>	Ordinance 2 <sup>nd</sup> Reading (Roll call)	<input type="checkbox"/>	Hold Public Hearing (Motion to close)	<input type="checkbox"/>	

RECOMMENED ACTION BY:

<input checked="" type="checkbox"/>	City Staff	<input type="checkbox"/>	Council	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
<input type="checkbox"/>	Issuance	<input type="checkbox"/>	Approval	<input checked="" type="checkbox"/>	Authorization	<input type="checkbox"/>	No recommendation
<input type="checkbox"/>	Denial	<input type="checkbox"/>	Rejection	<input type="checkbox"/>	No action needed	<input type="checkbox"/>	

STATEMENT: In 2013, the house at 514 North Park had a serious fire making the property uninhabitable. The owner did not have insurance and the property has been left vacant and has become a hazard and nuisance. The actual ownership of the house is tied up in probate. The attorney working on it is unclear if a deed would be able to be prepared to give the city ownership any time in the near future. Staff has been working on obtaining ownership since 2013, so that the property can be razed. The property is full of stray cats, rodents and is creating a hazard for the neighborhood. The owner will not object to the city razing the property at its expense. Staff recommends moving forward to have the demolition completed as soon as possible.

MOTION: Authorize staff to solicit bids to have the house razed and lot cleaned up.

VOTE REQUIRED: Simple majority

ATTACHMENTS:

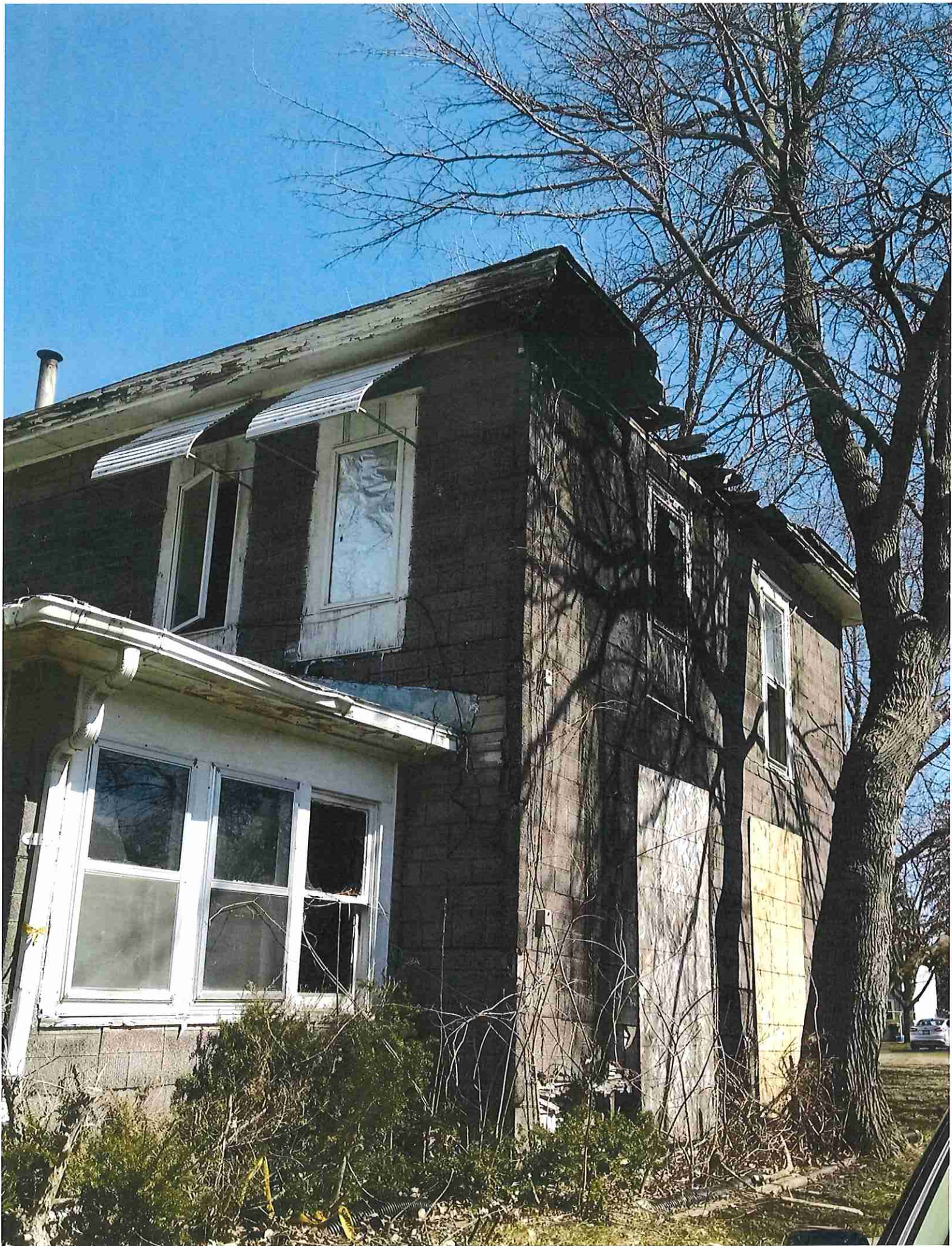
1. Pictures

\*\*\*\*\*

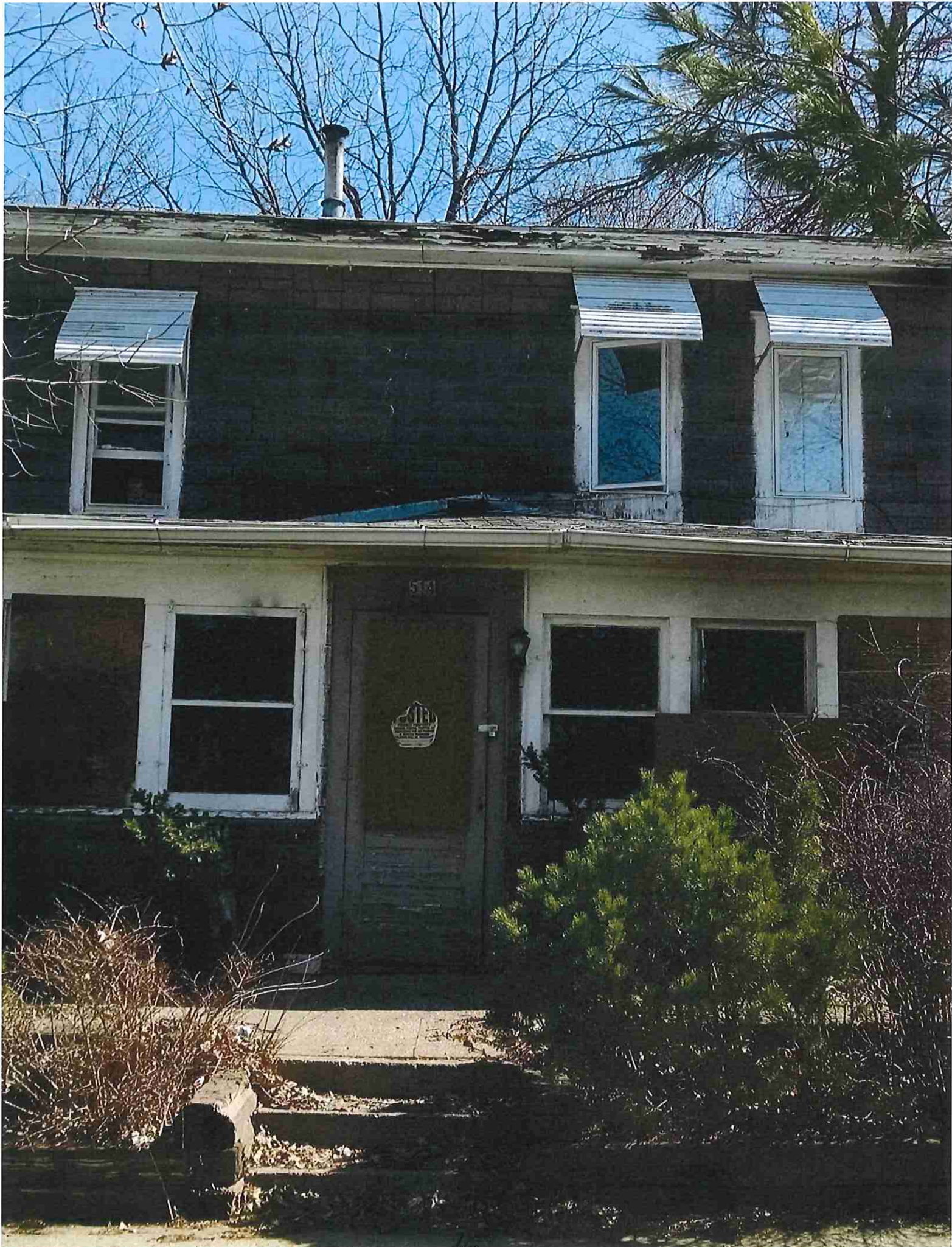
Council Action: \_\_\_\_\_ Date: \_\_\_\_\_

*16.*












MEETING DATE: April 11, 2016

SUBJECT: Excess Inventory

REVIEWED BY: Mike Humpal, CEcD, City Administrator 

SUBJECT INITIATION BY:

<input type="checkbox"/>	Petition	<input type="checkbox"/>	Board	<input checked="" type="checkbox"/>	Staff	<input type="checkbox"/>	Council	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
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SUBJECT BACKGROUND: Mike Humpal, CEcD, City Administrator

INTRODUCED BY: Mike Humpal, CEcD, City Administrator

COUNCIL LIAISON: Mike Humpal, CEcD, City Administrator

TYPE OF ACTION:

<input checked="" type="checkbox"/>	Motion (Voice Vote)	<input type="checkbox"/>	Resolution (Roll Call)	<input type="checkbox"/>	Discussion
<input type="checkbox"/>	Ordinance 1 <sup>st</sup> Reading (Introduction only)	<input type="checkbox"/>	Set Public Hearing (Motion)	<input type="checkbox"/>	Information Only
<input type="checkbox"/>	Ordinance 2 <sup>nd</sup> Reading (Roll call)	<input type="checkbox"/>	Hold Public Hearing (Motion to close)	<input type="checkbox"/>	

RECOMMENED ACTION BY:

<input checked="" type="checkbox"/>	City Staff	<input type="checkbox"/>	Board	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
<input type="checkbox"/>	Issuance	<input checked="" type="checkbox"/>	Approval	<input type="checkbox"/>	Authorization	<input type="checkbox"/>	No recommendation
<input type="checkbox"/>	Denial	<input type="checkbox"/>	Rejection	<input type="checkbox"/>	No action needed	<input type="checkbox"/>	

STATEMENT: The City sells excess property on the State of Minnesota’s minnbid.org website or use an on-site auction service. The pool has the following excess inventory: 85 Chairs - lounge, dining and sand chairs. White metal framing with white vinyl strapping. 1 cargo net - 12’ x 19’ with 1’ x 1’ square grid pattern, blue netting with blue connectors.

MOTION: To declare the inventory reported as excess property.

VOTE REQUIRED: Simple majority

ATTACHMENTS:


1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_

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Council Action: \_\_\_\_\_ Date: \_\_\_\_\_

MEETING DATE: April 11, 2016

SUBJECT: Advertise for Bids for 2016-B construction project

REVIEWED BY: Mike Humpal, CEcD, City Administrator 

SUBJECT INITIATION BY:

<input type="checkbox"/>	Petition	<input type="checkbox"/>	Board	<input checked="" type="checkbox"/>	Staff	<input type="checkbox"/>	Council	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
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SUBJECT BACKGROUND: Troy Nemmers, PE, Director of Public Works/City Engineer

INTRODUCED BY: Troy Nemmers, PE, Director of Public Works/City Engineer

COUNCIL LIAISON:

TYPE OF ACTION:

<input type="checkbox"/>	Motion (Voice Vote)	<input checked="" type="checkbox"/>	Resolution (Roll Call)	<input type="checkbox"/>	Discussion
<input type="checkbox"/>	Ordinance 1 <sup>st</sup> Reading (Introduction only)	<input type="checkbox"/>	Set Public Hearing (Motion)	<input type="checkbox"/>	Information Only
<input type="checkbox"/>	Ordinance 2 <sup>nd</sup> Reading (Roll call)	<input type="checkbox"/>	Hold Public Hearing (Motion to close)	<input type="checkbox"/>	

RECOMMENED ACTION BY:

<input checked="" type="checkbox"/>	City Staff	<input type="checkbox"/>	Board	<input type="checkbox"/>	Commission	<input type="checkbox"/>	Committee
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<input type="checkbox"/>	Issuance	<input checked="" type="checkbox"/>	Approval	<input type="checkbox"/>	Authorization	<input type="checkbox"/>	No recommendation
<input type="checkbox"/>	Denial	<input type="checkbox"/>	Rejection	<input type="checkbox"/>	No action needed	<input type="checkbox"/>	

STATEMENT: The plans and specifications for the 2016-B improvement project are ready for bid. This improvement consists of slip-lining approximately 6,000 feet of sanitary and storm sewer. The Council must pass a resolution authorizing the publication of this project. If the resolution is approved the bid opening for this project would be May 5, 2016 at 11:00 a.m. at City Hall.

MOTION: To adopt Resolution 2016-12 approving advertising of the 2016-B construction project.

VOTE REQUIRED: Roll call

ATTACHMENTS:

1. Resolution 2016-12
- 2.
- 3.

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Council Action: \_\_\_\_\_ Date: \_\_\_\_\_

## RESOLUTION NO. 2016-12

STATE OF MINNESOTA)  
COUNTY OF MARTIN ) SS:  
CITY OF FAIRMONT )

### RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS

2016-B IMPROVEMENT CONTRACT  
CITY PROJECT NUMBER 3016002

WHEREAS, the City Engineer arranged for the preparation of Plans and Specifications for the improvement of:

Slip-lining approximately 6,000 feet of sanitary and storm sewer

and has presented such Plans and Specifications to the Council for approval;

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FAIRMONT, MINNESOTA:

1. Such Plans and Specifications, a copy of which is attached hereto and made a part hereof, are hereby approved.
2. The City Clerk shall prepare and cause to be inserted in the official paper, on Quest CDN, and on the City of Fairmont website ([www.fairmont.org](http://www.fairmont.org)) if the estimated construction cost exceeds \$100,000, an advertisement for bids upon the making of such improvement under such approved Plans and Specifications. The advertisement shall be published for one day, shall specify the work to be done and shall state that bids will be opened on May 5, 2016, at 11:00 a.m. Any bidder whose responsibility is questioned during consideration of the bid will be given an opportunity to address the Council on the issue of responsibility. No bids will be considered unless sealed and filed with the clerk and accompanied by a bid bond or certified check payable to the Clerk for five (5) percent of the amount of such bid. The bids will be tabulated at that time and will be considered by the City Council at a regular scheduled meeting to be held after review by the City Engineer of the lowest responsible responsive bidder's bid documents.



Motion by:  
Seconded by:  
All in favor:  
Opposed:  
Abstained:  
Absent:

ADOPTED by the Council this 11th day of April, 2016.

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Mayor

ATTEST:

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City Clerk

(SEAL)