

A regular meeting of the City Council for the City of Fairfax, Minnesota was held on August 8th, 2022 at 7:00pm in the City Council Chambers.

Members: Josh Bunkers, Brad Bastian, Steve Schmidt, Jared Firle

Absent: None

Visitors: Nicholas Johnson, City Administrator
Joel Grejtak, Superintendent of Streets and Utilities
Scott Froehlich, Chief of Police
David Euerle, Westberg Eischens, City's Auditing Firm
Jim Cuff
Jill Pelzel
Andrew Steffl

The meeting was called to order.

The Pledge of Allegiance was recited.

The agenda was reviewed. Staff requested the addition of an item to consider adjusting the contracted fees for city attorney services from Aaron Walton. A motion was made by Bastian and seconded by Firle to approve the agenda with the addition. All voted in favor. None voted against. The motion was carried.

The consent agenda was reviewed. A motion was made by Schmidt and seconded by Bastian to approve the consent agenda. All voted in favor. None voted against. The motion was carried.

Consent Agenda:

1. Approval of Consent Agenda
2. Consider Approval of Minutes
 - a. July 12th, 2022 Council Meeting Minutes
 - b. July 25th, 2022 Special Council Meeting Minutes
3. Consider Approval of Claims for Payment
4. Consider Approval of Pay Application #2 for the 2nd Avenue Southeast Street Project

David Euerle from Westberg Eischens, the City's auditing firm, was present to discuss the 2021 audit with the City Council. A motion was made by Schmidt and seconded by Firle to approve the 2021 audit. All voted in favor. None voted against. The motion was carried.

The Council reviewed Ordinance 434, an ordinance to rezone an empty lot located to the north of the veterinary clinic. Andrew Steffl discussed future plans to build a new veterinary clinic in the open land to the north of the existing clinic after they take over. The ordinance would rezone the empty lot from Residential R-1 to Commercial C-3. A motion was made by Schmidt and seconded by Firle to introduce the ordinance. All voted in favor. None voted against. The motion was carried.

A motion was made by Firle and seconded by Bastian to schedule a public hearing on the proposed rezoning for September 13th, 2022 at 7:00pm. All voted in favor. None voted against. The motion was carried.

The Council reviewed Pay Application #2 for the 2nd Avenue Southeast street project in the amount of \$90,450.73. A motion was made to approve the pay application. All voted in favor. None voted against. The motion was carried.

The Council reviewed an invoice from Got Dirt for work completed on the Highway 4 Storm Pond Dredging Project in the amount of \$24,622.50. A motion was made by Bastian and seconded by Firle to approve withholding 20% as retainage leaving a payout of \$19,698.00. All voted in favor. None voted against. The motion was carried.

The Council reviewed a Proclamation in honor of Jim “Shavey” Prax for all his excellent years of services to the Fairfax community and the Memorial Park Baseball Field. A motion was made by Firle and seconded by Schmidt to adopt the proclamation.

City of Fairfax

Proclamation

WHEREAS, on July 22nd, 2022, the Fairfax Baseball Association held a recognition ceremony to celebrate the lifelong works and achievements of Jim “Shavey” Prax in dedication to Fairfax baseball; and

WHEREAS, for over 42 years and nearly 1,500 games, Jim “Shavey” Prax has given the community of Fairfax the honor and privilege to call home one of the finest town baseball fields players have ever set foot upon; and

WHEREAS, the City of Fairfax recognizes the extraordinary pursuit of excellence, fastidious care, and steadfast commitment shown over these 42 years to create such a community treasure.

THEREFORE, the Mayor and the City Council for the City of Fairfax, Minnesota hereby
BE IT RESOLVED, proclaim our congratulations and appreciation for Jim Prax’s time, effort, and service to the Fairfax community and Fairfax baseball prominence.

In Witness Whereof, this proclamation has been duly adopted by the City Council for the City of Fairfax, Minnesota this 8th day of August, 2022.

Attest:

Josh Bunkers, Acting Mayor

Nicholas Johnson, City Administrator

A motion was made by Firle and seconded by Bastian to approve a request from staff to reverse the purchase of the John Deere lawnmower from the July 2022 meeting and purchase the eXmark lawnmower. The cost difference was an additional \$801.00. All voted in favor. None voted against. The motion was carried.

The Council reviewed a recommendation from the Personnel Committee to adjust Police Department wages. City staff performed an analysis of regional wages for police and found Fairfax to be below average in both the Police Officer and Police Chief positions. The recommendation would be to adjust the Police Officer wage to \$24.50 and the Police Chief wages to \$32.00 beginning in 2023. A motion was made by Schmidt and seconded by Firle to approve the wage adjustments. All voted in favor. None voted against. The motion was carried.

The Council reviewed a recommendation from the Personnel Committee to increase full-time wages by 5.00% beginning in 2023, excluding Police Officer and Police Chief as they're adjusted separately. A motion was made by Bastian and seconded by Schmidt to approve the wage adjustments. All voted in favor. None voted against. The motion was carried.

The Council reviewed a contract for interim city administrator services with Rick Almich. The contract proposes approximately 3 days per week in the office at \$75.00 per hour and includes mileage. A motion was made by Firle and seconded by Schmidt to approve the contract. All voted in favor. None voted against. The motion was carried.

The Council reviewed a contract renewal with Morgan Home Cleaning Services who performs facility cleaning for the City of Fairfax. The new contract increases the hourly rate from \$14.00 per hour (first approved in 2019) to \$15.00 per hour. A motion was made by Bastian and seconded by Firle to approve the contract. All voted in favor. None voted against. The motion was carried.

The Council reviewed a renewal contract with Xcel Energy which updates a section to reflect new changes to the switch gear in the 69kV line. A motion was made by Firle and seconded by Bastian to approve the contract. All voted in favor. None voted against. The motion was carried.

Staff reports and financial information was received.

The 2023 Budget was reviewed. The proposed third officer has been added to the budget with the adjustment to the preliminary levy going back to \$500,000 from \$475,000.

Nicholas Johnson discussed the hiring process with the City Council for the City Administrator position. A Special Council meeting will be held on Monday, August 15th, 2022 at 7:00pm to review applicants and decide on hiring process. The Personnel Committee will be meeting on Thursday, August 11th, 2022 at 4:30pm to review applicants and make recommendation to the Council.

A motion was made by Firle and seconded by Bastian to adjourn the meeting. All voted in favor. None voted against. The motion was carried.

Attest:

Mayor

City Administrator