

MEDINA CITY COUNCIL SPECIAL MEETING MINUTES OF
JULY 16, 2019

The City Council of Medina, Minnesota met in special session on July 16, 2019 at 6:00 p.m. at the Medina City Hall, 2052 County Road 24, Medina, MN.

I. Call to Order

Members present: Albers, Anderson, DesLauriers, Martin, Pederson

Members absent:

Also present: City Administrator Scott Johnson, Assistant City Administrator Jodi Gallup, Public Works Director Steve Scherer, Finance Director Erin Barnhart, Public Safety Director Ed Belland and Planning Director Dusty Finke

II. 2020 Preliminary Budget Discussion

Finance Director Erin Barnhart provided background information on annual contract changes, phasing police radios from the DWI Forfeiture Fund (expected to be depleted in 2021) to the General Fund, increased expenses to building operations, the addition of the Presidential Primary expense, the decrease in court fine revenues (\$20,000 for 2020), phasing out antenna revenue from the General Fund (\$63,000 remaining) in 2020, the addition of a full-time police officer (\$80,000), and review of building permits for 2020.

Council Members asked Staff to take a closer look at fines, forfeitures, and permit numbers for 2020 for the September 3rd preliminary budget.

Public Works Director Steve Scherer provided background information on the CIP regarding future parks projects. Council reviewed options for a Municipal Park Fund to fund future park replacement expenses. Council requested a pause with the budget discussion to discuss the transition group study request from the Hamel Fire Department.

III. Hamel Fire Department Transition Group Study Request

Mario Fabrizio from the Hamel Fire Department provided the City Council with an invitation for dialogue to study fire protection in the Hamel Fire area. The letter from the Hamel Fire Department Board of Directors requested discussion of options to provide future fire services and possibly look into a future transition to a municipal fire department. The requested discussions would not bind either party to any particular action or outcome. The group would look at new constructs for providing fire services and future facilities. The hope was that this discussion would set the stage for the next generation of fire protection.

The majority of the City Council supported the request and participation in the discussions. Staff was directed to prepare meeting notes and to provide the information to the City Council. Council recessed the Work Session at 7:09 PM.

The City Council resumed the Work Session at 7:49 PM. Council requested further information from the Hamel Fire Department on their needs, box alarms, medical calls, and the Police Departments roll in handling minor calls.

Mario Fabrizio from the Hamel Fire Department provided background information on CAD systems. Hamel Fire is automatically paged for 9 codes. Hamel Fire can assist Medina Police when requested. Box Alarms help with getting needed resources to calls for certain events. This is an efficient way of asking for fire resources. Mutual Aid is also used between fire departments to provide resources.

Mr. Fabrizio further discussed the difficulty in recruiting and retaining firefighters. The lack of volunteer firefighters is a nationwide issue. Some areas are switching to duty crews or full-time firefighters to provide coverage. Further, Mr. Fabrizio explained Hamel Fire is growing leaders with a succession plan. It may take 1 to 2 years before staff members are ready for leadership roles with the Department (this is dependent on staff staying with the Department). Council and staff thanked the Hamel Fire Department for their service and information. The majority of the City Council supported Hamel Fire Department's request and participation in the discussions.

IV. 2020 Preliminary Budget Discussion (Continued)

Finance Director Erin Barnhart further discussed assigning leave liability amounts to reserves from Medina's General Fund Reserves, proposed enterprise fund increases of Water 1.5%, Sewer 2%, and Storm Water 3% for 2020, no changes were recommended to the 2020 water/sewer connection fees, discussed using connection fees to fund the future water tower and water treatment plant (connection fees may not fully fund the projects), discussed the law change with DWI forfeitures that will deplete the DWI fund for Medina by 2020, and discussed the revolving capital fund needs and possible future fire expenditures that could impact future budgets.

Planning Director Dusty Finke reviewed the Affordable and Life-Cycle Housing Opportunity Amount (ALHOA) under the Livable Communities Act. Council directed staff to utilize antenna revenue to fund this item.

Erin Barnhart further reviewed the Equipment Fund and Municipal Park Fund. Bonding options would include \$93,045 cost of issuance and interest for a 3-year bond and \$157,159 cost of issuance and interest for a 5-year bond. The City Council unanimously directed staff to not move forward with bonding options. Council discussed the funding options for both funds. The majority of the City Council directed staff to fully fund the Equipment Fund and Municipal Park Fund in the 2020 Budget.

Adjournment

Martin closed the meeting at 9:22 p.m.

Kathleen Martin, Mayor

Attest

Jodi M. Gallup, City Clerk