



**City of Rice**  
205 Main St E – PO Box 179  
Rice, MN 56367  
**Rice City Council**  
**Regular Meeting Minutes**  
**Monday October 21<sup>st</sup>, 2019 – 7 PM**



Regular Meeting was called to order with the Pledge of Allegiance at 7:00 pm. Present: Brian Skroch, Bryan Anderson, Chris Scheel, Paula Kampa, Emily Walters, and Julie Fandel, City Clerk.

1. Scheel made a motion to accept the agenda as presented for Monday October 21<sup>st</sup>, 2019. Second by Anderson. 5 ayes 0 nays, motion carried.
2. Kampa made a motion to approve Consent Agenda as presented to include:
  - a. Approve August 13<sup>th</sup>, 2018 Water & Sewer Minutes
  - b. Approve July 16<sup>th</sup>, 2019 Safety Committee Minutes
  - c. Approve October 7<sup>th</sup>, 2019 Work Session Minutes
  - d. Approve October 7<sup>th</sup>, 2019 City Council Meeting MinutesSecond by Scheel. 5 ayes 0 nays, motion carried.
3. **Citizen Participation: None**
4. **BUSINESS**
  - a. RFP Engineer - Scheel made a motion to advertise the RFP for the Civil Engineer with the dates as presented. Second by Kampa. 5 ayes 0 nays, motion carried.
  - b. Fire Contracts – Clerk is putting together the Fire Contracts for Langola and Graham and it was brought up that we may want to look at doing a lump sum billing. Scheel stated that this had been done before and it did not seem to work. The contract we use now was written by Mr. Gilchrist the Attorney. Scheel said he was not opposed to a change, it's too late to notify each township and we should meet on it beginning of next year. Kampa agreed and suggested that we investigate making changes in the beginning of next year. Skroch also suggested that we move all the contracts to renew at the same time. Walters agreed that it's important to make them aware of the changes we are looking at. The consensus of the council was to work on it for the next contract and process the contacts the same this year.
  - c. RESOLUTION #102119-39 Resolution Accepting Donation from Watab. Kampa made a motion to approve Resolution #102119-39, Resolution Accepting Donation from Watab Township to the Rice Rec Program. Second by Anderson. 5 ayes 0 nays, motion carried.
  - d. Personnel Policy – Scheel made a motion to adopt the updated Personnel Policy. Second by Kampa. 5 ayes 0 nays, motion carried.
  - e. Procedural Manual – Kampa stated all were complete and look good. She would like to run a test and have the Clerk and Treasurer to try and complete a task for the instructions. The job descriptions are not complete and will need to be reviewed.
5. **DEPARTMENT/COMMITTEE/BOARD/CONTRACTED STAFF REPORTS/UPDATE**
  - a. Treasurer Report – No questions.



**City of Rice**  
205 Main St E – PO Box 179  
Rice, MN 56367



- b. Clerks Report – I have not received all the Liquor Licenses so I will be waiting until one of the next meetings to present. Landscaping Escrow is \$100.00, processing fee to high? If the bank holds out for landscape can we get the proof from the bank instead of charging builders twice? Can we divide the cost if the driveway is in but not grass? These are some of the question that have come up lately. Skroch stated that this was put into place during a past building increase. The builder was not putting in lawns or just letting weeds grow. The council then came up with this to make sure even if a house was foreclosed on it still had to have a lawn and driveway. Kampa agreed that we could lower the processing fee, Scheel suggested \$50.00. The \$3,000.00 still needs to be held by the city until the lawn and driveway are completed during the October 15<sup>th</sup> to April 30<sup>th</sup> time frame. Kampa made a motion to lower the Landscaping Escrow processing fee to \$50.00 per home. Second by Anderson. 5 ayes 0 nays, motion carried. I check with Sauk Rapids on the Water Tower Bonding and received the information provided to you. I have put together the list of contracts and when they expire for your review. Rice Rec would like to hire coaches for the camps that are offered. He would like to pay \$10.00 per hour which will be minimum wage as of 1-1-20. Consensus of the council was that Rice Rec can hire coaches but must stay in the budget. Thomson has also put together a class evaluation. Last meeting, we discussed a new file cabinet, I can purchase one for \$100.00 or less please let me know how to move forward. I have a Benton Economic Partnership 10-24-19. I have been approved for vacation for December 5<sup>th</sup>, 9<sup>th</sup> and 26<sup>th</sup>. The 9<sup>th</sup> is a Monday, I will talk to Sheri about covering. Mark has not received the quotes for the pump work as of today.
- c. Street Commission – Scheel and Skroch are looking at Tuesday October 29<sup>th</sup> at 5pm to conduct a road tour. Skroch asked Fandel to see if she could find the map that they used in the past. Burski's has completed the Storm Water project to increase the pond size and moved the fill. Scheel and Skroch were surprised at the black dirt (sand) that was moved.

**6. Announcements/Upcoming Meetings:**

- a. October 28<sup>th</sup>, 2019 – Special Meeting Treasurer 5 PM
- b. October 28<sup>th</sup>, 2019 - Planning Commission Meeting 7 PM
- c. October 29<sup>th</sup>, 2019 – Road Tour 5 PM
- d. November 4<sup>th</sup>, 2019 – Work Session 6 PM Budget
- e. November 4<sup>th</sup>, 2019 – City Council Meeting 7 PM
- f. November 6<sup>th</sup>, 2019 Steering Committee 5:15 PM
- g. November 6<sup>th</sup>, 2019 - Park Board Meeting 6 PM
- h. November 18<sup>th</sup>, 2019 – City Council Meeting 7 PM
- i. November 25<sup>th</sup>, 2019 – Planning Commission Meeting 7 PM
- j. November 28<sup>th</sup>, 2019 – Office Closed

- 7. Approval of Bills/Electronic Transfers:** Anderson made a motion to approve the Bills/Electronic Transfers as presented. Second by Walters. 5 ayes 0 nays, motion carried.

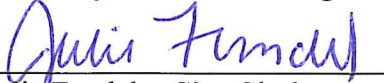


**City of Rice**  
205 Main St E – PO Box 179  
Rice, MN 56367

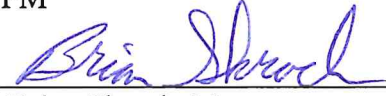


8. **Adjourn:** Kampa made a motion to adjourn the meeting at 8:00 PM. Second by Scheel. 5 ayes 0 nays, motion carried.

Next City Council Meeting Monday November 4<sup>th</sup>, 2019 7 PM



Julie Fandel – City Clerk



Brian Skroch, Mayor