

**CITY OF LEXINGTON
REGULAR COUNCIL MEETING
NOVEMBER 20, 2014 – 7:00 P.M.
9180 LEXINGTON AVENUE**

1. CALL TO ORDER: – Mayor Pitchford

- A. Roll Call - Council Members: Bailey, Hughes, Payment, Plasch

Mayor Pitchford called to order the Regular Council meeting of the City of Lexington of November 20, 2014 at 7:00 p.m. Councilmember's present: Plasch, Hughes, Payment and Bailey.

Also Present: Bill Petracek, City Administrator; Tina Northcutt, Finance Director; Kurt Glaser, City Attorney; Jack Borgan, Liquor Store Manager; Mark Kurth, Mayor Elect; Kim Devries, Councilmember Elect, and Peggy Mcnamara.

2. CITIZENS FORUM –

There were no citizens present for discussion under this item.

3. APPROVAL OF AGENDA WITH CHANGES AND CORRECTIONS

Motion was made by Councilmember Bailey to approve the agenda with an addition of item E to the action items agenda to discuss allowing Mayor Elect Kurth and Councilmember Elect Devries into the closed session. The motion was seconded by Councilmember Hughes. The motion passed unanimously. Motion carried 5-0.

4. LETTERS AND COMMUNICATIONS:

- A. Anoka County-Blaine Airport Advisory Commission
Meeting Notice – Wednesday, November 12, 2014
- B. Anoka County-Blaine Airport Advisory Commission
Meeting Minutes – Wednesday, May 14, 2014
- C. Ticket Education Program
2014 Gross Revenue Report – October 2014
- D. Park Board Meeting Minutes – November 3, 2014
- E. Park Board – Public Notice – Holiday Lighting Contest
- F. City Council – Public Notice – Closed Executive Session

Some discussion was had on Letters and Communications. No action was taken.

Consent Agenda:

5. CONSENT ITEMS:

- A. Recommendation to Approve Council Minutes:
Council Meeting – November 6, 2014
- B. Recommendation to Approve Claims and Bills:
Check #'s 13320 through 13321
38948
38949 through 38998
10120 through 10145

Motion was made by Councilmember Bailey, seconded by Councilmember Payment to approve the consent agenda as presented. Motion carried unanimously 5-0.

Action Items:

6. ACTION ITEMS:

- A. Recommendation to approve the Hiring of Mary (Peggy) McNamara
for Administrative Assistant/Permit Technician Position

Petracek explained that Ms. McNamara is the applicant that the hiring committee felt best met the skills and abilities for the position and fit with city staff. He explained that they had 53 applicants, the committee interviewed 7 applicants. Ms. McNamara was present and introduced herself. Discussion ensued.

Councilmember Bailey made a motion approved the hiring of Mary (Peggy) McNamara for the Administrative Assistant/Permit Technician position at \$15.24/hour and benefits. The motion was seconded by Councilmember Payment. Motion carried unanimously 5-0.

- B. Recommendation to approve City Administrator Petracek to join
City Manager Peer Group

Petracek provided an overview of his invitation into the City Manager Peer Group leadership training. Petracek stated that he did not attend his ICMA conference in 2014, which is a benefit in his contract, and would like to use the funds available for that conference and put it toward the leadership training in 2015. Mayor Pitchford felt that since those funds would be taken

from that training budget, he didn't see a problem with it. Councilperson Payment confirmed that this training would only be in 2015. Petracek stated that there may be additional training available after 2015, but he is only requesting the training in 2015. Discussion ensued.

A motion was made by Councilmember Hughes to approve City Administrator Petracek to join the City Manager Peer Group in 2015. The motion was seconded by Councilmember Bailey. Motion carried unanimously 5-0.

- C. Recommendation to approve the purchase of Liquor Store Point-of-Sale System

Petracek explained that this Point-of-Sale System for the liquor store was discussed in the early part of 2014 when the auditor's did a full inventory of the liquor store after they noticed a disparity in the inventory. The auditor's recommended that we consider purchasing new inventory software to help eliminate this disparity.

Jack Borgan, Liquor Store Manager, explained that the current system in place is 8 years old and has limitations in the technology that would be eliminated with the new software. Borgan added this upgrade will be a significant improvement to their operations. Mayor Pitchford stated that he has been pushing for the liquor store to make these upgrades since he has been in office. Discussion ensued.

A motion was made by Councilmember Bailey to approve the purchase of liquor store point-of-sale system not to exceed \$25,000. The motion was seconded by Councilmember Hughes. Motion carried unanimously 5-0.

- D. Recommendation to approve Resolution No. 14-22 – Resolution Certifying Delinquent Water and Sewer Assessments Against Benefited Property

A motion was made by Councilmember Hughes to approve Resolution No. 14-22 – Resolution Certifying Delinquent Water and Sewer Assessments against Benefited Property. The motion was seconded by Councilmember Bailey. Motion carried unanimously 5-0.

- E. Discuss allowing Mayor Elect Mark Kurth and Councilperson Elect Kim Devries into closed session

A motion was made by Councilmember Hughes to allow Mayor Elect Mark Kurth and Councilmember Elect Kim Devries into the closed session. The motion was seconded by Councilmember Bailey. Motion carried unanimously 5-0.

7. MAYOR AND COUNCIL INPUT –

Some discussion, no action taken.

8. CITY ADMINISTRATOR INPUT –

No input from the city administrator.

9. MOVE TO CONVENE REGULAR COUNCIL MEETING TO CLOSED SESSION.

The City Council convened in closed session at 7:27 p.m.

10. CLOSED EXECUTIVE SESSION

- The purpose is to consider offer to purchase public land
- The purpose is to discuss administrator's performance evaluation

11. MOVE TO RECONVENE REGULAR COUNCIL MEETING

The City Council reconvened in open session at 9:52 p.m.

12. ADJOURNMENT

Motion made by Councilmember Bailey, seconded by Councilmember Payment to adjourn the Regular Council meeting at 9:54 p.m. Motion carried unanimously 5-0.

/mv