

CALL TO ORDER

Pursuant to due call and notice thereof a regular meeting of the Rosemount City Council was held on Tuesday, June 7, 2016 at 7:00 p.m. in the Council Chambers at City Hall, 2875 145th Street West, Rosemount.

Mayor Droste called the meeting to order with Council Members DeBettignies, Nelson, Weisensel and Demuth attending.

Staff present included the following;

- City Administrator Johnson
- Director of Public Works/City Engineer Wrase
- Chief of Police Scott
- Finance Director May
- Assistant City Administrator Foster
- City Attorney Tietjen
- City Clerk Hadler
- Community Development Director Lindquist
- Parks & Recreation Director Schultz

The Pledge of Allegiance was said.

ADDITIONS OR CORRECTIONS TO AGENDA

City Administrator Johnson stated there was an addition of the resolution for item 6.g.

Motion by DeBettignies. **Second** by Demuth.

Motion to Adopt the Agenda.

Ayes: DeBettignies, Nelson, Droste, Weisensel, Demuth

Nays: 0. Motion carried.

PRESENTATIONS, PROCLAMATIONS, & ACKNOWLEDGMENTS

3.a. Youth Commission Presentation

Assistant City Administrator Foster introduced Megan Schaliol, chair of the Youth Commission. Ms. Schaliol presented information about activities of the Youth Commission for the past year, including; meeting with community organizations and city staff, toured city facilities, Leprechaun Days parade, Night to Unite, and Christmas Tree Lighting at the Steeple Center, goal setting sessions, and upcoming Splash Pad Kick-off.

3.b. Presentation and Acceptance of 2015 Comprehensive Annual Financial Report

Finance Director May introduced Aaron Nielsen, of Malloy, Montague, Karnowski, Radosevich, & Co. Mr. Nielsen presented the results of the audit of the 2015 Comprehensive Annual Financial Report. Mr. Nielsen noted one deficiency; a lack of segregation of duties in some financial operations, which is common in similar-sized organizations. With regard to Office of the State Auditor's compliance, there were two non-compliance issues; timely payments with 1 failure in 40 random tested items, and lack of compliance with legislation regarding employee timecards. Mr. Nielsen presented summary data on the various funds.

Council member Weisensel inquired about the "timely payment of invoices". Mr. Nielsen stated he did not recall the actual dates, but the issue was not substantial.

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Council member DeBettignies inquired about the internal controls regarding the segregation of duties. Mr. Nielsen stated that he had discussed this issue with staff. Mr. May stated that this is a common issue, and the city has worked to segregate as many processes as possible given the size of city staff.

Council member DeBettignies thanked Mr. Nielsen and Mr. May and the Finance Department for a job well done. Mr. May thanked his staff and all City departments for their work during the audit.

Motion by Weisensel. **Second** by DeBettignies.

Motion to adopt a Resolution Accepting the 2015 Comprehensive Annual Financial Report.

Ayes: DeBettignies, Nelson, Droste, Weisensel, Demuth

Nays: None. Motion carried.

PUBLIC COMMENT

CONSENT AGENDA

Motion by DeBettignies. **Second** by Demuth.

Motion to Approve the Consent Agenda with the addition of the resolution in item 6.g.

- a. Minutes of the May 9, 2106 Work Session Proceedings
- b. Minutes of the May 16, 2106 Regular Meeting Proceedings
- c. Minutes of the May 20, 2106 Special Meeting Proceedings
- d. Bills Listing
- e. License Agreement with United Methodist Church – Camfield Park
- f. Resolution and Consent Order Imposing Civil Penalty on Las Tortillas
- g. Request by Caribou Coffee for a Minor Amendment to the KTJ Limited Partnership Thirty-Nine Planned Unit Development Allowing Caribou Coffee to revise the plans for a drive-through
- h. Well 16 – Final Payment
- i. Horseshoe Lake Change Order

Ayes: DeBettignies, Nelson, Droste, Weisensel, Demuth

Nays: None. Motion carried.

PUBLIC HEARINGS

OLD BUSINESS

NEW BUSINESS

ANNOUNCEMENTS

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Mayor Droste reviewed the calendar of events. The next City Council work session will be held on Monday, June 13, 2016, at 6:30 p.m., at Jaycee Park. The next City Council meeting will be held on Tuesday, June 21st, 2016, at 7:00 p.m.

ADJOURNMENT

There being no further business to come before the City Council and upon a motion by Droste, second by Demuth, the meeting was adjourned at 7:31 p.m.

Respectfully Submitted,

Clarissa Hadler, City Clerk