

Owatonna City Council Minutes

The Owatonna City Council met in regular session on Tuesday, February 20, 2018 at 7:00 p.m. in Council Chambers. Council President Schultz called the meeting to order and welcomed everyone in attendance. Attending were Council Members Voss, Schultz, Dotson, Burbank, Svenby, and Raney; Mayor Kuntz; Community Development Director Klecker; Public Works Director Skov; City Attorney Walbran; City Administrator Busse and Administrative Specialist Clawson. Council Member Okerberg was not present.

Following the Pledge of Allegiance, Council Member Dotson made a motion to approve the agenda as presented, Council Member Svenby seconded the motion; all members present voted aye in approval.

Council President Schultz explained council members review the Consent Agenda Items prior to the meeting for approval in one motion. Consent Agenda Items for approval include:

Minutes – Council Meeting February 5, 2018.

Event Permit – Jeff Kath Memorial: Good Golly Ms Molly May Fest – May 19, 2018.

Temporary Liquor Permit – Owatonna Elks – Jeff Kath Memorial – May 19, 2018.

Exempt Permit – Sacred Heart Church – Raffle at SCFF – August 14-16, 2018.

Exempt Permit – St Joseph Church – Raffle at SCFF – August 17-19, 2018.

Event Permit – National Day of Prayer – May 3, 2018.

Human Rights Commission – January 9, 2018.

Library Board Meeting – December 19, 2017.

Library Board Meeting – January 16, 2018.

Airport Commission Meeting – January 11, 2018.

Park & Rec Board Meeting – February 12, 2018.

Council Member Burbank made a motion to approve these Consent Agenda Items, Council Member Voss seconded the motion; all members present voted aye in approval.

Vice President Raney recapped the expenses for the period. Bills presented for payment totaled \$513,868.56. Council Member Dotson made a motion to approve these payments; Council Member Voss seconded the motion; all members present voted aye for approval.

Community Development Director Klecker presented Conditional Use No. 1398 (C-1398); a request from Stadheim Properties of Owatonna, LLC for a self-storage facility at 1210 Frontage Road East. The current building will be converted to climate controlled storage units on both levels. The Planning Commission held a public hearing on this request and are recommending approval with the following conditions:

- 1) Any additional uses, such as automobile sales, exterior storage, and similar uses on the property shall require an amendment to the conditional use permit.
- 2) All signs shall have a sign permit prior to being erected.
- 3) No freestanding sign will be permitted in the SE corner of the property without first obtaining the title to the area.

Council Member Svenby questioned if the area along the southwest portion of the property remained right-of-way after the 2013 street improvement project on 12th Avenue NW. Klecker explained this property was not included in the vacated right-of-way properties. Council Member Svenby made a motion to approve C-1398 with the three conditions recommended by the Planning Commission, Council Member Burbank seconded the motion; all members present voted aye for approval.

Community Development Director Klecker presented Conditional Use No. 1399 (C-1399); request from Nathan and Arianna Finholdt to allow an automobile repair facility at 435 26th Street NE. The applicants are proposing to convert a former gas station and car wash to an automobile repair shop with a retail/office space on the north side of the building. The repair area will have three bays, each capable of holding two vehicles. They plan to offer full auto engine repair but no auto body work.

The Planning Commission held a public hearing for this at which three items were discussed in detail: access; additional screening and operations. The Planning Commission is recommending approval of C-1399 with these five conditions:

- 1) All signs shall have a sign permit prior to being erected.
- 2) The applicant shall have until May 31, 2020 to remove the easternmost access on the property. This area shall be restored to match the surrounding area.
- 3) The applicant shall apply for work in the right of way permit prior to performing the work.
- 4) The applicant shall stripe a total of 18 off street parking stalls on the property to meet the parking requirements.
- 5) Inoperable vehicles shall not be stored on the property.

Nathan Finholdt and council discussed these recommended conditions; Finholdt assured council he plans to keep an orderly shop and not have junk lying about. Council Member Raney made a motion to approve C-1399 with the conditions recommended by the Planning Commission; Council Member Dotson seconded the motion, all members present voted aye for approval.

City Attorney Walbran presented the first reading of Proposed Ordinance 17-15 to amend §94.095 which governs use of sidewalks to prohibit the placement of garbage bins on public sidewalks in the Central Business District and, further, to provide that certain sidewalk amenities such as tables, chairs, and planters are permitted. The City has received a number of complaints about owners and tenants of property in the Central Business District storing garbage bins on public sidewalks adjacent to their properties on days other than the days allowed for collection of garbage. Council questioned how this would be enforced and if business would be permitted to place their garbage bin out for early pick up the following morning. Community Development Director Klecker explained the ordinance amendment serves as the first step to change current practices; businesses will be forced to look at what options they have. Council Member Svenby asked if there is a standard width required for pedestrian traffic. City Attorney Walbran will review for consideration prior to the second and final reading of this proposed ordinance. Council Member Raney made a motion for approval; Council Member Svenby seconded the motion. With a roll call vote, voting aye were Council Members Svenby, Voss, Dotson, Burbank, Raney and Schultz; there were no ayes so the motion was approved. The second and final reading for Proposed Ordinance 5-17 will be heard during the next council meeting on March 6, 2018.

Public Works Director Skov presented Resolution 12-18 to approve the repair and order plans and specifications for the 2018 Street and Utility Project. Action on this resolution was tabled during the last council meeting. Skov advised he is proposing to proceed with the project as originally proposed, a bituminous pavement reconstruction on Mill Street from Cedar to Oak; Caleta Place NE and on Hemlock Avenue from 16th Street to 20th Street. He reviewed the street rating on Caleta Place NE, a low score of 35 and an aerial photo confirms this street needs repair. OPU reviewed the project plans and advised they are unaware of any service issues. Council Member Dotson made a motion to approve Resolution 12-18, council Member Burbank Seconded the motion; all members present voted aye in approval.

Public Works Director Skov presented Resolution 16-18 to accept the bids and award the contract for the 2018 Crack Sealing Project. Four bids were received; Pearson Brothers, Inc. of Hanover MN considered the lowest responsible bidder with a bid of \$252,602.00. Council Member Dotson made a motion to approve Resolution 16-18, Council Member Voss seconded the motion; all members voted aye for approval.

Public Works Director Skov presented Resolution 17-18 to accept the bids and award the contract for the 2018 Downtown Stormwater Improvement Project. This project will construct two temporary holding basins on city owned property by the library to reduce the water ponding on the street between the post

office and the library. Bids were received from eight companies with James Brothers Construction submitting the low bid of \$143,795.26. Council Member Raney made a motion to approve Resolution 17-18, Council Member Burbank seconded the motion; all members present voted aye in approval.

Public Works Director Skov presented Resolution 18-18 authorizing preparation of plans and specifications for the 2018 project for Mosher Avenue Sanitary Sewer Replacement. The sanitary sewer in Mosher Avenue from McKinley Street to approximately 1,500 feet north is undersized and in poor condition. This repair project will replace the existing 10" line with an appropriately sized 12" sanitary sewer line. Council Member Svenby made a motion to approve Resolution 18-18, Council Member Dotson seconded the motion; all members present voted aye in approval.

Public Works Director Skov presented Resolution 19-18 approving plans and specifications and ordering bids for a repair to McKinley Street. The concrete parking panel on the north side of McKinley Street between Elm and Cedar Avenue has sunk resulting in an unsafe condition on the parking panel and on the sidewalk. This project will include replacement of the concrete parking panel, concrete curb and a new concrete sidewalk on the north side. There are no assessment for this project; however, the School District has agreed to pay \$20,000 toward repairing this sidewalk area which they use to transfer students between buses. Council Member Burbank made a motion to approve Resolution 19-18, Council member Dotson seconded the motion; all members present voted aye in approval.

Community Development Director Klecker requested approval of a Letter of Support for the USDA Rural Development Mortgage Program. The USDA is currently reviewing the City's eligibility for this program and accepting public comments until February 28, 2018. This USDA program is desirable, it allows a 0% down payment and has higher income qualifications than other loan packages. The next mortgage option is an FHA mortgage, which requires a 3.5% down payment and carries a household income cap \$25,000 lower than the USDA program. Local mortgage brokers estimate 20% - 30% of the loans they process use this USDA program. Last year 88 mortgages for properties within the City were processed using this program with a total value of over \$12,000,000. Council Member Dotson asked if there was any data regarding mortgage defaults of homeowners using this USDA program. Klecker responded the number of all defaults are low, the mortgage brokers say this is a frequently used and highly successful mortgage program. Council Member Raney made a motion approving a Letter of Support be sent, Council Member Voss seconded the motion; all members voted aye in approval.

During Public Comment, Roger Wacek, 464 Vine Street thanked City Administrator for her letter in response to his previous suggestions to reduce the cost of employee health insurance premiums and then distributed a pamphlet for the Principles of Healthy Diets to encourage healthy choices.

During Council Comments, Council Member Svenby thanked the City's street crew for their work sanding the icy streets on President's Day.

At 7:45, Council Member Raney made a motion to adjourn the meeting. Council Member Dotson seconded the motion, all members voted aye and the meeting adjourned.

Dated: February 21, 2018

Respectfully submitted,
Jeanette Clawson, Administrative Specialist