

## Owatonna City Council Minutes - Draft Copy

The Owatonna City Council met in regular session on Tuesday, April 3, 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, Okerberg and Raney; Mayor Kuntz; Community Development Director Klecker; Public Works Director Skov; City Attorney Walbran; City Administrator Busse and Administrative Specialist Clawson.

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

Mayor Kuntz made proclamation for April 2018 as “National Poetry Month”. The Academy of American Poets seeks to highlight the extraordinary legacy and ongoing achievement of American poets; introduce Americans to the pleasures and benefits of reading poetry; bring poets and poetry to the public in immediate and innovative ways; and make poetry an important part of our children’s education.

House Representative John Petersburg gave a brief update on the current Legislative Session. The session is half over and there have been many questions raised from the Federal Tax Bill introduced last year after the MN Legislative session ended. Additional items he has been working on include MNLARS, Bonding Dollars that includes a Farm America bonding bill, and a new bill for parents to freeze their children’s credit history to prevent identity theft.

Senator John Jasinski reported he also has concerns with the new federal tax code and how it will affect the state of Minnesota. He has also been working on several bonding bills; the Highway 14 Transportation Bill is pending results of the Commerce Study and several bills for various mental health issues throughout the state.

Council Member Raney said he hopes they will each continue to support the need for LGA. Two legislators representing other districts recently stated they believe LGA caused their levies to increase over the last years and are beginning to question the continued need for LGA funding.

Both Representative Petersburg and Senator Jasinski agreed LGA is an important source of funding for rural and suburban infrastructure needs and they will continue to support LGA funding.

City Administrator Busse questioned progress of the bill needed to allow cities to retain 5% from contract payments for performance issues with general contractors. The bill was heard in both the House and Senate and should be reintroduced later this session to allow cities some options for retainage funds.

Mayor Kuntz thanked both Representative Petersburg and Senator Jasinski for their updates and for meeting with them during the CGMC Legislative Action Day at the Capital. Lt Governor Yvonne Pettner Salon joined their meeting with Senator Jasinski which offered a great opportunity for discussion of local concerns. Council President Schultz also thanked Representative Petersburg and Senator Jasinski for their presentations tonight, “This is a good way to continue building positive relationships for the City”.

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 March 20, 2018.

2018 Tree Trimmer License: McClune Tree Services.

Temporary Liquor License – Knights of Columbus – May 3-6 at Corky’s Early Bird Softball Tournament.

Minutes - Park & Rec Board Meeting – March 19<sup>th</sup>.

Minutes – OPU Meeting – February 27<sup>th</sup>.

Minutes – HRA Meeting – February 26<sup>th</sup>.

CLEAR – Investigative Software Agreement – Thomson Reuters.

Renew Lease – PETRUS Business Consultants – Room 211(B) Merrill Building.

Utility Disconnection Agreement – Fritz.

Utility Disconnection Agreement – Thorson.

2018 Static Display Loan Agreement – National Museum of the United States Air Force.

Change Order No. 1 – N Cedar Avenue Project – Holtmeier Construction, Inc.

Council Member Okerberg made a motion to approve the Consent Agenda Items, Council Member Burbank seconded the motion; all members voting aye and these items were approved.

Vice-President Raney recapped the expenses for the period. Bills presented for payment totaled \$462,280.19. Council Member Voss made a motion to approve these payments; Council Member Dotson seconded the motion; all members voted aye for approval.

City Administrator Busse presented the application received from El Lora of Owatonna Inc. to do business as El Loro Mexican Restaurant at 4255 Frontage Road West for an On-Sale Liquor License with Sunday Sales. The application, fees and insurance information have been received for the license to become effective upon approval for this license period ending June 30, 2018. Council Member Dotson made a motion to approve this application; Council Member Okerberg seconded the motion, all members voted aye in approval.

City Administrator Busse presented application for an On-Sale Liquor License with Sunday Sales for Lava Burgers Inc. to do business as Lava Burgers and Wings at 369 18<sup>th</sup> Street SE. Fees and insurance have been received for the license to become effective upon approval. Council Member Raney made a motion to approve this new license, Council Member Svenby seconded the motion; all members voted aye in approval. The license will become effective immediately and expire at the end of the current licensing period, June 30, 2018.

Community Development Director Klecker presented the second reading of Proposed Ordinance 2-18 regarding Garage Sales. The first reading of this proposed ordinance was approved during the March 20<sup>th</sup> Council Meeting and there have been no changes made since. The definition of a garage sale will be added to the City's Zoning Ordinance No. 157 with limiting the number of days of operation per calendar year at any residential location to ten. The Planning Commission is recommending adoption of this proposed ordinance to allow staff enforcement of this time limitation. Council Member Raney made a motion to approve this proposed ordinance; Council Member Burbank seconded the motion. With a roll call vote, voting aye were Council Members Voss, Okerberg, Dotson, Burbank, Raney, Svenby and Schultz; there were no nays, the motion carried. This will be known as Ordinance 1578 effective upon recording and publication.

Community Development Director Klecker presented the second reading of Proposed Ordinance 3-18, a request to vacate a portion of a utility easement at 1151 Mineral Springs Road NE for Richard & Connie Markell. The first reading of this proposed ordinance was approved during the March 20<sup>th</sup> Council Meeting and there have been no changes made since. The Planning Commission is recommending approval to vacate the northeasterly 5.00 feet of the southwesterly 10.00 feet of the northwesterly 105.00 feet of Lot 2, Block 1, Spring Park Addition No. 4. Council Member Dotson made a motion to approve this proposed

ordinance, Council Member Voss seconded the motion. With a roll call vote, voting aye were Council

Members Voss, Okerberg, Dotson, Burbank, Raney, Svenby and Schultz; there were no nays, the motion carried. This will be known as Ordinance 1576 effective upon publication and recording.

City Administrator Busse presented the second reading of Proposed Ordinance 7-18, authorization to increase salaries of the City's Elected Officials. Council approved the first reading of this ordinance during the March 20, 2018 meeting and there have been no changes since. Salaries will increase \$50/month effective January 1, 2019: Council Members to \$700/month; Council Vice President to \$800/month; Council President to \$850/month and Mayor to \$900/month. Council Member Okerberg made a motion to approve Proposed Ordinance 7-18; Council Member Burbank seconded the motion. With a roll call vote, voting aye were Council Members Voss, Okerberg, Dotson, Burbank, Raney, Svenby and Schultz; there were no nays, the motion carried. This will be known as Ordinance 1577.

Public Works Director Skov presented Resolution 35-18 to accept the bids and award the contract for the 18<sup>th</sup> Street SW and Trail Project #18008. Five bids were received; Wencil Construction Inc. of Owatonna MN was the lowest responsible bidder with bid of \$598,999.36. Council Member Raney made a motion to approve Resolution 35-18 accepting the bids and awarding this project contract to Wencil Construction Inc. of Owatonna MN; Council Member Svenby seconded the motion; all members voted aye in approval.

Public Works Director Skov presented Resolution 36-18 to accept the bids and award the contract for the 2018 CIPPS Project #18013. Seven bids were received with Hydro-Klean of Des Moines IA as the lowest responsible bidder. Council Member Okerberg made a motion to approve Resolution 36-18 accepting the bids and awarding this project contract to Hydro-Klean for \$247,187.30; Council Member Voss seconded the motion; all members voted aye in approval.

Public Works Director Skov presented Resolution 37-18 to accept the bids and award the contract for the 2018 Downtown Parking and Alley Project #18005. Five bids were received on March 28<sup>th</sup> with R.A.W. Construction, Inc. of Faribault MN as the lowest responsible bidder with a bid of \$423,305.49. Council Member Dotson made a motion to approve Resolution 37-18 accepting the bids and awarding this project contract to R.A.W. Construction, Inc.; Council Member Burbank seconded the motion; all members voted aye in approval.

Public Works Director Skov presented Resolution 38-18 to authorize advertisement for bids for the 2018 Hemlock Avenue Project. The City plans to complete reconstruction of Hemlock Avenue from 16<sup>th</sup> Street to 20<sup>th</sup> Street and overlay of Hemlock Avenue from 14<sup>th</sup> Street to 16<sup>th</sup> Street and 20<sup>th</sup> Street to 22<sup>nd</sup> Street. Sidewalk will be added from 14<sup>th</sup> Street to 16<sup>th</sup> Street. The proposed work includes replacement of the aggregate base and bituminous pavement. Council Member Svenby made a motion to approve Resolution 38-18, Council Member Dotson seconded the motion; all members voted aye in approval.

Community Development Director Klecker presented Resolution 39-18 restricting the two electric vehicle-charging stations in Lot 2 for "Electric Vehicle Charging Only". Owatonna Public Utilities has installed two electric vehicle charging stations in the NW corner of Lot 12 and request these be signed and striped for electric vehicles only. Industry standards for signing and striping these stalls will be followed, they will be painted lime green and signed accordingly. Council Member Okerberg made a motion to approve Resolution 39-18, Council Member Voss seconded the motion; all members voted aye in approval.

Community Development Director Klecker presented Resolution 40-18 to set a public hearing to consider a request from John Ihlenfeld for annexation of a tract of land in Clinton Falls Township. The property is

located along County Road 45 near 36<sup>th</sup> Street. The applicant has discussed with the Clinton Falls Town Board and is working on development plans. Council Member Dotson made a motion to approve Resolution 40-18 setting a public hearing for this request on Tuesday, May 1, 2018; Council Member Svenby seconded the motion; all members voted aye in approval.

There were no comments heard during Public Comment.

During Council Comment, Council Member Okerberg thanked the organizations planning events this coming weekend and the community for supporting them: Big Brothers/Big Sisters Bowl for Kid's Sake; Young Life's Cake Walk and St Mary's Night of Knights Auction. Council Member Burbank commented this meeting had been quite productive and we are off to a good start for the 2018 improvement projects. Council Member Raney told everyone plans are being made for an IBD Strong Day in Owatonna on May 19<sup>th</sup> with a concert by Arch Allies at the Steele County Fairgrounds; additional information should be available by the next meeting. Council Member Voss thanked those who attended the Volunteer Recognition Reception tonight prior to this meeting and all those who volunteer for the City. City Administrator reminded everyone of the Earth Clean Up Day planned on April 22<sup>nd</sup> at Dartts Park; the reception planned at the Library this Thursday to present the winners of the Caption Owatonna Photo Contest and the Relight the Park event planned at the Eagles this Friday. Council President Schultz also thanked the volunteers on the City's Boards and Commissions who gather information and make recommendations to the council.

At 7:58 p.m., Council Member Raney made a motion to adjourn, Council Member Dotson seconded the motion and the meeting adjourned.

Dated: April 12, 2018

Respectfully submitted,  
Jeanette Clawson, Administrative Specialist