

Owatonna City Council Minutes - Draft Copy

The Owatonna City Council met in regular session on Tuesday, April 17, 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; Community Development Director Klecker; Public Works Director Skov; City Attorney Walbran; City Administrator Busse and Administrative Specialist Clawson. Mayor Kuntz was not in attendance.

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

Council Member Raney introduced Scott Kozelka, the new Manager of the Steele County Free Fair (SCFF). Mr. Kozelka said he just wanted to say hello and thank the City for their support of the SCFF. He operates with an open door policy and hopes to get council members involved on several items between the two entities. The Fair Board is also working to generate more youth involvement with the Youth Council. He hopes to build strong city/county relationships and plans in process to reintroduce "Town Days" during the fair. Mr. Kozelka said is looking forward to this year's fair and frequently talks with former manager, Jim Gleason for guidance as plans are being made. Council President Schultz thanked Mr. Kozelka for coming to the meeting.

City Administrator Busse made proclamation for Friday, April 27th as Arbor Day in the City. Owatonna is recognized as a Tree City USA by the national Arbor Day Foundation and participates in tree-planting ways. This year, the City will plant three trees in honor of employees who retired during 2017: Wendy Reller, Lynn Wolters, and Rick Smith.

City Administrator Busse made proclamation for Saturday, May 19th to be IBD Strong Day in Owatonna. Mitch Dinse, an OHS graduate is organizing this event to create awareness for those impacted by IBD. This will be a fun, family-friendly event at the Steele County Fairgrounds including a benefit concert by the Arch Allies.

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 April 3, 2018.

- Event Permit - Corky's Early Bird Tournament – May 3-6, 2018.

- Event Permit – OHS Dance – May 18, 2018 – Includes Exception to the City's Noise Ordinance.

- Event Permit – Federated Employees Club Summer Celebration – June 22, 2018 at SCFF – Includes Exception to the City's Noise Ordinance.

- Minutes - Airport Commission Meeting – March 8, 2018.

- Minutes – West Hills Commission Meeting – April 10, 2018.

- Minutes – HRA Meeting – February 26, 2018.

- Building & Inspection Reports – March 2018.

- Activity Report - Fire Department – March 2018.

- Resolution 41-18: Purchases from Fame Awards.

- Change Order No. 1 – Lemond Road Project – Ulland Brothers.

- T-Hangar Lease – Hangar #1, Unit L - Troy Sybesma.

- Renew GIS Software Agreements – Environmental Systems Research Institute, Inc. & OPU.

- Renew Parking Lot Lease – Brian & Susan Stendel.

- Charter Commission Member Appointments for terms to end December 31, 2021:

 - First Ward – Nick Lewis, Second Ward, John Havelka, Third Ward – Brad Bloomenrader,

 - Fourth Ward – Sharon Klein, Fifth Ward – Ken Henricksen.

 - All reappointments with the exception of Mr. Bloomenrader, this is a new appointment.

Council Member Voss recused himself from vote due to conflict of his company's interest. Council Member Dotson made a motion to approve these Consent Agenda Items, Council Member Burbank seconded the motion; all members voting voted aye and these items were approved.

Vice-President Raney recapped the expenses for the period. Bills presented for payment totaled \$554,104.31. Council Member Svenby made a motion to approve these payments; Council Member Okerberg seconded the motion; all members voted aye for approval.

Community Development Director Klecker presented the second reading of Proposed Ordinance 4-18, a request to vacate a portion of a utility easement at 222 State Avenue for Ron & Laura Romnes. Council approved the first reading of this proposed ordinance during the March 20, 2018 meeting with no changes since. The final plat for these parcels is now complete and on tonight's agenda for approval. The following recommendation from the Planning Commission to vacate: All utility easements in Lot 33, Block 1, Victory Village Park Addition, as dedicated and recorded in the Office of the Steele County Recorder, Steele County MN. This will have no effect on the existing street or utilities in the area. Council Member Raney made a motion to approve Proposed Ordinance 4-18 as recommended by the Planning Commission; Council Member Dotson 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 1579.

Public Works Director Skov presented Resolution 42-18 to accept the bids and award the contract for Project #18007, the 2018 Street and Utility project. Three bids were received with James Brothers Construction Inc. of Elysian, MN as the lowest responsible bidder. Council Member Dotson made a motion to approve Resolution 42-18 accepting the bids and awarding this project contract to James Brothers Construction Inc. for their bid of \$194,048.00. Council Member Voss seconded the motion; all members voted aye in approval.

Public Works Director Skov presented Resolution 43-18 to accept the bids and award the contract for the 2018 Park Drive Reconstruction Project #180001. Bids were received from four companies with BCM Construction Inc. of Faribault MN as the lowest responsible bidder. Alternate bids were received for bituminous repair from 24th Street to 32nd Street, which would have saved approximately \$140,000; however, staff recommends approval of the base bid with use of concrete because traffic is quite heavy in the industrial park and believe this will be more cost effective over the lifespan of this repair. Council Member Raney made a motion to approve Resolution 43-18 accepting the bids and awarding this project contract to BCM Construction Inc. for their bid of \$2,731,326.29; Council Member Burbank seconded the motion; all members voted aye in approval.

Community Development Director Klecker presented Resolution 44-18 for approval of the Final Plat for the Lord Manor Addition. This is a two-parcel tract, 3.59 acres owned by Ron and Laura Romnes located at 222 and 306 State Avenue NW. The Planning Commission held a public hearing on this request with no opposition and recommend approval with the following four conditions:

- a) The final plat shall be recorded within 60 days of the date of approval.
- b) All drainage and utility easements shall be provided as shown on the final plat.
- c) The title opinion shall be approved by the City Attorney prior to recording of the final plat.
- d) The plat shall be contingent upon approval of the easement vacation.

Council Member Dotson made a motion to approve Resolution 44-18 s recommended by the Planning

Commission. Council Member Voss seconded the motion; all members voted aye in approval.

There were no comments heard during Public Comment.

During Council Comment, Council Member Burbank hopes everyone will enjoy the snow expected tomorrow. Council Member Raney congratulated Corky Ebeling on his pending retirement. Corky will retire Friday, April 20th after 42 years with the City's Park and Rec Department, he has left his footprint and beyond making this city a better place. Council Member Svenby thanked the city employees for an excellent job clearing the streets of snow received over this last weekend. Council Member Voss thanked everyone for supporting three fund raising events held this last weekend (Big Brothers/Big Sisters, Young Life and St Mary's School), all received great community support. City Administrator Busse reminded everyone the 2018 LBAE Meeting will be next Tuesday and then congratulated Dean Nelson on his pending retirement. Dean will retire from his position at the Waste Water Treatment Plant on Friday, April 27th after 47 ½ years with the City. Council President Schultz also thanked Corky and Dean for their years of service to the City and wished them well on their retirements.

At 7:19 p.m., Council Member Raney made a motion to adjourn, Council Member Burbank seconded the motion and the meeting adjourned.

Dated: April 18, 2018

Respectfully submitted,
Jeanette Clawson, Administrative Specialist