

Owatonna City Council Minutes

The Owatonna City Council met in regular session on Tuesday, May 7, 2019 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 Raney, Voss, Okerberg, Svenby, Burbank, Dotson and Schultz; Mayor Kuntz; City Attorney Walbran; Community Development Director/Interim Parks & Recreation Director Klecker; Public Works Director Skov; City Administrator Busse and Administrative Specialist Clawson.

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

Mayor Kuntz made proclamation for Poppy Days on May 17 & 18, 2019. The red Buddy Poppy is a nationally recognized symbol of sacrifice worn by Americans to honor those who served and died for our country in all wars.

Mayor Kuntz read proclamation for Sergeant Joshua Sorensen Day on May 9, 2019. Sergeant Sorensen was selected by the Moonlighters Exchange Club of Owatonna as the 2019 Police Officer of the Year. The Police Officer Recognition Banquet will be recognized during the Police Officer Recognition Banquet at the VFW.

Mayor Kuntz presented plaques for these board members/commissioners whose terms expired April 30, 2019:

Board Member/Commissioner	Board/Commission	Length of Service
Elizabeth A. Rossi	HRA	12 1/2 years
Karina Garcia	Park & Rec Board	3 1/2 years
Lee Kostelecky	Park & Rec Board	7 years
John L. Dingmann	Park & Rec Board	9 years
Tim Linders	Planning Commission	6 years
Douglas L. Meyer	West Hills Commission	11 years
Jim Herzog	West Hills Commission	2 1/2 years

Mayor Kuntz recommended new appointments and reappointments for:

Board Member/Commissioner	Board/Commission	Recommendation
Shari Kropp	HRA	New Member
David Christianson	Park & Rec Board	New Member
Jonathan Thiel	Park & Rec Board	New Member
Andrea Gaffke	Park & Rec Board	New Member
Dan Boeke	Planning Commission	New Member
Nancy Vaillancourt	West Hills Commission	New Member
Kristy Thiel	West Hills Commission	New Member
Tom Harrison	Airport Commission	Reappointment
Greg Krueger	Airport Commission	Reappointment

Board Member/Commissioner	Board/Commission	Recommendation
Mark Wilson	Downtown Parking	Reappointment
Michael Bail	Downtown Parking	Reappointment
Dallas Ketchum	Fire Civil Service	Reappointment
John Worden	Human Rights Commission	Reappointment
Jim Gunderson	Human Rights Commission	Reappointment
Angie Malo	Park & Rec Board	Reappointment
Mark Meier	Planning Commission	Reappointment
Trudy Severson	Public Library Board	Reappointment
John Pfeifer	Public Library Board	Reappointment
Jim Linder	Shade Tree Commission	Reappointment
Roger Wacek	Shade Tree Commission	Reappointment

Council Member Okerberg Dotson made a motion to approve Mayor Kuntz’s recommendations for these new members and reappointments. Council Member Burbank seconded the motion and all members voted aye in approval. Mayor Kuntz then administered the Oath of Office to new members present: Planning Commissioner Boeke; West Hills Commissioner Vaillancourt and Park and Rec Board Member Christianson. New members not present will take the Oath of Office during their first board/commission meeting

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 - City Council Meeting – April 16, 2019.
- Minutes - Local Board of Appeal and Equalization – April 23, 2019.
- Minutes - West Hills Commission Meeting – April 2, 2019.
- Minutes - OPU Commission Meeting – March 26, 2019.
- Minutes - Library Board Meeting – April 9, 2019.
- Minutes - Charter Commission Meeting – April 18, 2019.
- Event Permit – Memorial Day Parade – May 27.
- Event Permit – Extravaganza Village of Yesteryear – July 14 – Steele County Historical Society.
- Event Permit – Smokin in Steele KC Barbecue Weekend – May 29 – June 2, 2019 – Owatonna Knights of Columbus.
- Event Permit – Relay for Life of Steele County & Relay 5k Run/Walk – July 19 & 20, 2019 – Relay for Life of Steele County.
- Event Permit – Steele County Free Fair – August 13-18, 2019.
- Exempt Permit – Raffle – September 14, 2019 – MN State Public School Orphanage Museum Inc.
- Temporary Liquor Permit – August 11-18, 2019 – Steele County Free Fair.
- Outdoor Fireworks Permit – July 4, 2019 - Owatonna Early Edition Rotary Club.
- Renew Ice Cream Vendor License – Fun on Wheels, LLC dba /Kona Ice Southern Lakes.
- T-Hangar Lease – #2- Unit I – Karen Workman.
- Renew Parking Lot Lease – Briand & Susan Stendel.

Council Member Voss made a motion to approve these Consent Items; Council Member Dotson seconded the motion; all members voted aye for approval.

Vice-President Raney recapped expenses for the period; bills presented for payment total \$372,251.58. Council Member Svenby made a motion to approve payment of these bills; Council Member Dotson seconded the motion. All members voted aye for approval.

Community Development Director Klecker presented the first reading of Proposed Ordinance 19-2, Application No. Z-338 received from Steele County and the City of Owatonna to rezone the Steele County Fairground. The property is currently zoned as R-1, Single Family Residential District and proposed to change to B-2, Community Business District. The Planning Commission held a hearing on this request and received no oppositions; they believe this new zoning classification will better reflect the use of the property and recommend approval. Council Member Dotson made a motion to approve the first reading of this proposed ordinance, Council Member Voss seconded the motion. Council Member Svenby stated he will abstain from vote as he is a Steele County Fair Board Member. With a roll call vote, voting aye were Council Members Dotson, Burbank, Raney, Voss, Okerberg and Schultz, the motion was approved. The seconded reading of Proposed 19-2 will occur during the May 21, 2019 Council Meeting.

Interim Parks & Recreation Director Klecker presented an agreement with the Owatonna Soccer Association regarding the proposed soccer complex on E Rice Lake Road (the former Nass Property). The Owatonna Soccer Association will contribute a total of \$500,000 for the design and construction of five soccer fields, an irrigation system and the north parking lot off Willow Street. This amount includes the land purchase and plan design and engineering costs. The City will provide \$68,000 towards these project costs which can be provided over a 2-year period from in-kind services, operational budget savings and Capital Improvement Funds. Construction would begin this summer for seeding this fall and use during Spring 2020. Council Member Raney made a motion to approve the agreement, Council Member Svenby seconded the motion and all members voted aye for approval.

Interim Parks & Recreation Director Klecker presented Resolution 36-19 to accept the bids and award the contract for the Soccer Complex Project. The six bids received included a base bid, an alternate option to furnish and install light poles and fixtures and a unit price for Construction Wastes Removal and Disposal. Reese Sudtelgte, Civil Engineer at ISG and Project Consultant reviewed the bids and finds the base bid, submitted by James Bros. Construction, Inc. acceptable along with their Alternate 1 and unit price breakout. Mr. Sudtelgte recommends the contract be awarded to James Bros Construction, Inc for a total base bid of \$457,500 with option of accepting the alternate bid addition of \$7,400 for a total contract amount of \$464,900. Council Member Raney made a motion to approve Resolution 36-19 accepting the bids and awarding contract to James Bros. Construction, Inc. as recommended by ISG. Council Member Burbank seconded the motion, all members voted aye in agreement.

Public Works Director Skov requested approval of Resolution 37-19 to accept the bids and award the contract for the 2019 Street and Utility Project. This project includes:

- West Hills Tennis Center Parking Lot
- Holly - Butternut to Linn
- 13th Street NE – 3rd Avenue to St. Paul Road
- North Street West – State Avenue to west
- Lewis Drive NW – 24th Avenue NW to west
- LEC Parking lot – reconstruction with addition of stormsewer

Two bids were received, the lowest responsible bidder was James Brothers Construction, Inc of Elysian, MN with a bid of \$932,384.61. Council Member Raney made a motion to approve Resolution 37-19, Council Member Burbank seconded the motion and all members voted aye for approval.

Public Works Director Skov requested approval of Resolution 38-19 to accept the bids and award the contract for the 2019 Concrete Streets Project. The project includes reconstruction of

- 21st Avenue, Park Avenue to Hoffman Drive
- 28th Avenue, Park Avenue to Hoffman Drive

Five bids were received, the lowest responsible bidder was James Brothers Construction of Elysian MN with a bid of \$779,598.97. Council Member Okerberg made a motion to approve Resolution 38-19 accepting the bids and awarding the contract to James Brothers Construction. Council Member Dotson seconded the motion and all members voted aye in approval.

Community Development Director Klecker presented Resolution 39-19 authorizing execution of the State of Minnesota Airport and Maintenance and Operation Grant Contract for state fiscal year 2020 (SFY 2018) and 2021 (SFY 2019). MnDOT Aeronautics provides grant funding to airports under the State Airport Maintenance and Operation Agreements (M&O). The funding participation provides reimbursement for eligible expenses such as building repairs, mowing, equipment repair costs and utilities not to exceed an amount calculated by an airport infrastructure formula. These program funds are derived from the user supported State Airports Fund. The Minnesota Department of Transportation (MnDOT) Office of Aeronautics will reimburse the City of Owatonna 75% of the direct, actual maintenance and operation costs of the airport, not to exceed \$69,017.00 per year. This is an increase of \$1,805.00 per year from SFY 2019 ending June 30th. Council Member Raney made a motion to approve Resolution 39-19, Council Member Dotson seconded the motion; all members voted aye in approval.

City Administrator Busse requested approval of the application received from Guadalupe Martinez for a Street Vendor License. His company, El Rey Del Taco plans to operate a food trailer within the City Limits; staff reviewed the City Ordinance with the applicant which prohibits food trucks/trailers in the downtown area unless they are participating in an organized licensed event. Council Member Raney questioned if this permit allows them to operate in the City's ball parks during tournaments; City Administrator explained ball diamond concessions are organized by the ball associations or tournament organizers, so license holders also need permission from these groups to participate. Council Member Dotson made a motion to approve this Street Vendor License, Council Member Voss seconded the motion; all members voted aye in approval.

During Staff Comments, Community Development Director Klecker commented construction projects are keeping the Building & Inspection Department busy. To date eight single-family homes and two attached-home New Construction Permits have been issued. He then gave updates on several projects around town: the Vine Street Apartments are doing finishing work on the 5th and 4th floors noting they finish from the top down; the Steele County Shop is working interior details; the Credit Union is installing dry wall; the Mineral Springs Brewery has completed their plumbing and have reinforced the structure's walls. Public Works Director Skov reported several street construction projects are also underway: working on Park Drive to complete the project which started last year; the Mosher Ave Project is continuing to move along, Ron Segner has been trying to get this project completed; concrete is being replaced on Allan Avenue, KFC plans to be closed for 2 weeks so this is a good time to get the Allan Avenue Sidewalk Project started and there is a private development started on East School Street so take caution and slow down for construction projects in progress.

During Public Comment, John Simon, 1035 Mosher Avenue stated he agrees with Director Skov's comments regarding the Mosher Avenue Project; it hasn't gone well. He hopes the City learned a lesson in that most times you get what you pay for and sometimes accepting the lowest bid isn't always the best. Director Skov commented he is anticipating an interesting closeout for this project and thankful for Engineering Associate Ron Segner's efforts to get this project completed. David Swenson, 1125 Esther Lane SE was present representing the Owatonna Youth Hockey Association with request to amend the City's ordinance restricting the number of sites an organization can operate charitable gambling (pull tabs). City Ordinance limits the number organizations can operate to three sites and they currently have three permits but have received inquiry from other establishments about adding their locations. He commented the revenue generated from charitable gambling is a valuable resource for their association; but it also contributes additional benefits to the City as the site managers contribute to other non-profits organizations and their association employs four individuals, a Gambling Manager and part-time staff who shop and live within this community. Owatonna has expanded the number of alcohol licenses issued and the number of restaurants has grown

Council President Schultz asked City Administrator to prepare this as a topic for a future Council Study Session discussion.

During Council Comments: Council Member Raney stated he agrees with Mr. Simon's comments about the Mosher project and glad to see progress being made over the last several days. Then he commented about the school referendum planned for election next Tuesday, May 14th; he noticed several campaign signs placed in public parks over the weekend and one may have damaged a sprinkler line so he asked if anyone is putting up a sign, be sure to ask permission from the property owner. Also, he reminded everyone to respect their opposition, saying it is great that you believe in your cause but remember to respect the other side as well, we are neighbors and need to get along. Council Member Voss thanked everyone who helped organize the National Day of Prayer Event last Thursday in front of the City's Administration Building; during the service, he realized how thankful he was this type of an event could be held in a public spot knowing there are other countries this would not be allowed Mayor Kuntz thanked everyone who helped with the Corky's Early Bird Softball tournament this last weekend. The event was well attended, it the largest tournament in the state of Minnesota. hotels were full in Owatonna and surrounding communities. The tournament committee gives up to \$50,000 back to the City for our Park & Rec Department. Council Member Schultz commented he hopes everyone gets a chance to get out and enjoy the great spring weather.

At 7:39 p.m., Council Member Raney made a motion to adjourn, Council Member Dotson seconded the motion and the meeting adjourned.

Dated: May 8, 2019

Respectfully submitted,
Jeanette Clawson, Administrative Specialist