

## Owatonna City Council Minutes

The Owatonna City Council met in regular session on Tuesday, January 8, 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, Svenby, Voss, Okerberg, Dotson, Burbank and Schultz; Mayor Kuntz; City Attorney Walbran; Community Development Director Klecker; City Administrator Busse and Administrative Specialist Clawson.

Following the Pledge of Allegiance, Mayor Kuntz administered the Oath of Office to the four Council Members re-elected to office during the 2018 General Election:

- Jeffrey Okerberg – Council Member-at-Large
- Nathan Dotson – Council Member – Ward 1
- David C Burbank – Council Member – Ward 3
- Brent Svenby – Council Member – Ward 5

With no changes made, Council Member Svenby made a motion to approve the Agenda as presented, Council Member Dotson seconded the motion; all members voted aye for approval.

City Administrator Busse presented Resolution 1-19, designating depositories and person authorized to sign order thereon. The Office of the State Auditor recommends that the City annually designate depositories for the upcoming year and formally appoint individuals authorized to disperse funds. This resolution authorizes disbursements via check, electronic funds transfer, wire or ACH.

Designated as depositories for the deposits and safekeeping during 2019:

- US Bank
- Wells Fargo Bank
- Vining Sparks
- Profinium, Inc.
- Bremer Bank
- United Prairie Bank
- RBC Wealth Management
- Wells Fargo Advisors
- Municipal Money Market Fund (LMC 4M Fund), hereinafter called "Financial Institutions and/or Brokers,"

Authorized signatories will be Thomas A. Kuntz, Mayor; Kris M. Busse, City Administrator and Rhonda L. Moen, Finance Director.

Authorization to the depositories to honor transfer of funds through wire, ACH, and electronic funds transfer by: Thomas A. Kuntz, Mayor; Kris M. Busse, City Administrator; Rhonda L. Moen, Finance Director, JoAnn Matejcek, Accounting Technician or Holli Loken, Senior Accountant.

Council Member Raney made a motion to approve Resolution 1-19, Council Member Okerberg seconded the motion; all members voted aye for approval.

City Administrator Busse presented Resolution 2-19, to reappoint City Administrator Busse as the Responsible Authority for Data Practices Compliance during 2019. Council Member Raney made a motion to approve Resolution 2-19, Council Member Voss seconded the motion; all members voted aye for approval.

City Administrator Busse requested changing the date of the August 6, 2019 Council Meeting as this will also be the date for National Night Out. Consideration given to change to the meeting to either the Monday or Wednesday during the same week. Council Member Raney made a motion to change this meeting to Wednesday, August 7, 2019; Council Member Svenby seconded the motion, all members

voted aye for approval.

City Administrator Busse requested the Owatonna Peoples Press be reappointed as the City's Official Paper for Publication for 2019. The City's Charter requires a newspaper of general circulation in the city be designated as the official paper for publication of all matters required. Council Member Raney made a motion to designate the Owatonna Peoples Press as the 2019 Official Paper, Council Member Burbank seconded the motion; all members voted aye for approval.

City Administrator Busse requested reappointment of Fire Chief Michael Johnson as the City's Weed Inspector. Fire Chief Michael Johnson has served in this position for the past twelve years, which works well by offering a good point of contact for residents with concerns regarding weed and nuisance vegetation. Council Member Okerberg made a motion to reappoint Fire Chief Michael Johnson as the 2019 Weed Inspector, Council Member Voss seconded the motion; all members voted aye for approval.

Council reviewed their current assignments to various boards and commissions. City Administrator Busse asked the Council President and Vice President also represent the City on the Joint County/City Transportation Committee. Council Member Raney made motion members serve on the following boards during 2019 as discussed:

Economic Development Authority (EDA) - Kevin P. Raney, Jeff Okerberg & Doug Voss  
Owatonna Area Business Development Center (The Center) - Nate Dotson & Doug Voss  
Law Enforcement Center (LEC) Committee - Dave Burbank & Greg Schultz  
Highway 14 Partnership - Dave Burbank, Brent Svenby, Kevin P. Raney and Nate Dotson  
Joint Powers Board (911 Board) - Jeff Okerberg & Dave Burbank  
Joint County/City Transportation Committee – Greg Schultz and Kevin Raney

Council Member Svenby seconded the motion; all members voted aye for approval.

Mayor Kuntz made proclamation for the week of January 20 -26, 2019 as School Choice Week. This is to raise awareness of the need for effective educational options. The City wants all children in Owatonna to have access to the highest quality education possible and recognizes the important role that an effective education play in preparing all students to be successful adults.

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 – December 18, 2018.

Event Permit – Snow Sculpture Competition – January 17-20, 2019 – Owatonna Park & Rec Department.

Event Permit – Ice Golf Tournament – February 2, 2019. .

Exempt Permit – Kid's Korner Educare Center Inc. – Raffle – February 1, 2019.

Monthly Report - Building/Inspection – December 2018.

Council Member Dotson 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 \$1,677,621.07. Council Member Dotson made a motion to approve payment of these bills; Council Member Burbank seconded the motion. All members voted aye for approval.

Interim Park Director Klecker presented request from Mark Wilson for refund of the unused portion of the current liquor license held by MS Wilson, LLC dba as Master's Bar & Grille. The business has closed and they have surrendered the On-Sale Liquor license. Eligible for refund is six months remaining

in the current license period ending June 30, 2019. Council Member Voss made a motion to approve this refund, Council Member Dotson seconded the motion; all members voted aye in approval.

During Staff Comments, Community Development Director reviewed the Building/Inspection Report included in this meeting packet. Comparison of the 2017 and 2018 Year-End Reports show more building permits issued during 2017; however, project values increased during 2018 as a hailstorm during 2017 created many small roofing projects. Framing for the top (fifth) floor of the apartment project on Vine Street is underway; you can now see how tall the building will be when completed. Park and Rec has not abandoned plans for skating at Morehouse Park this winter. Recent warm weather has not allowed the ice to set; but anticipating winter cold will return and ice can set over a 2-day cold period. City Administrator Busse invited everyone to attend the MLK Day Breakfast at the Plaza Morena Campestre Grill on Monday, January 21, 2019. Andre Koen, a Diversity Trainer will be the featured speaker following a complimentary breakfast served from 6:30 a.m.–7:00 a.m. Busse then reminded everyone Steele County is hosting informational meetings for several proposed improvement projects within the City:

Thursday, January 10 from 5:30 – 7:30 p.m. at the Steele County Community Center to review the proposed CPR project at CSAH 45 and CSAH 19 (Rose) and proposed roundabout at Rose Street and Grove Avenue.

Thursday, January 17 from 5:30 – 7:30 p.m. at the Steele County Administration Building to review the proposed roundabout at 26<sup>th</sup> Street and North Cedar Avenue.

These meetings are open to the public and offer everyone an opportunity to review the plans and comment on these proposed projects.

During Public Comments, Roger Wacek, 464 Vine Street, offered to help rewrite the City's Sidewalk Policy. The current policy requires adjoining property owners maintain public sidewalk and streets; however, some sidewalks are included in the City's recreational trail system and maintained by the City. Wacek would like more funds currently spent for recreation be used for "essential" public infrastructure. Corey Roseland, 1124 S Grove Avenue asked Council consider building a dome for athletic use as improved facilities would allow teams year-round participation and future successes. He believes the City would benefit from revenue use and visitor participation. Council Member Raney thanked Mr. Roseland for his comments; he frequently visits Mr. Walter's government class at OHS and encourages students to come before Council with questions and comments.

During Council Comments, Council Member Svenby reminded everyone of the Joint County/City/School Meeting planned for Monday, January 14<sup>th</sup> from 5:00-6:30 p.m. at the County Administration Building. Council Member Voss encouraged everyone to attend the county informational project meetings; they are looking for comments and feedback on these proposed projects.

At 7:29 p.m., 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: January 9, 2019

Respectfully submitted,  
Jeanette Clawson, Administrative Specialist