

Owatonna City Council Minutes

The Owatonna City Council met in regular session on Tuesday, March 5, 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 Klecker; Human Resource Director Gorski; Chief Hiller; City Administrator Busse; Administrative Specialist Clawson and majority of the Police Department.

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

Chief Hiller Introduced Third Judicial District Assistant Chief Judge Joseph A. Buetlel. Judge Buetlel administered the Oath of Office to new Patrol Officers Brooke Baker, Matthew Borash, Nathan Heeren, Alexandra Jorissen, Joshua Lee, Benjamin Metcalf and Corey Turner. Members of the officer's family or a friend pinned their badge to their uniform and then Chaplain Loren Olson gave a blessing.

Chief Hiller awarded Class D Commendations to these officers:

Retired Corporal Munns for response to a shoplifting incident during May 2018.

Officer Martin for work done on case involving a large money scam beginning May 2014.

Officer Cooper for work done on a murder investigation beginning June 2016.

Officer Berg for work done involving two local home invasions and multi-state crime spree during October 2018.

Sergeant Matejcek and Officers Ardolf, Quinlan, Selvik and Smith for work on domestic assault incident in December 2017. Steele County Attorney Daniel McIntosh introduced Mandy Larson, victim of the assault and thanked the officers for saving Ms. Larson's life during this incident.

Council President Schultz commended Chief Hiller and all the police officers for the excellent work they do to keep the City safe.

Mayor Kuntz made proclamation for March 2019 as "Business and Professional Women's Month". The Owatonna Business Women organization was recognized for its assistance in helping women build their careers and expand their skills; promote assistance to women volunteers in professional organizations, and those who have leadership roles within the community.

Mayor Kuntz made proclamation of today, March 5, 2019 as Owatonna American Legion Post 77 Day as they celebrate their Centennial Celebration.

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 – February 19, 2019.

Event Permit – From the Heart Event – May 4, 2019.

2019 Retail Fireworks Permit – Mills Fleet Farm at 2121 Bridge Street.

2019 Retail Fireworks Permit – TNT Fireworks at 1130 W Frontage Road (Walmart Parking Lot).

Temporary Liquor License – Knights of Columbus at Corky's Early Bird Softball Tournament
May 2–5, 2019..

Resolution 15-19 Fame Award Purchases.

Change Order #2 – 2018 Downtown Alley & Parking Lot Project – RAW Construction.

Council Member Dotson made a motion to approve these items; Council Member Raney seconded the motion. Council Member Voss advised he would abstain from vote due to personal interest in Fame

Awards. Council Member Svenby acknowledged his involvement with the From the Heart Committee. Members voting voted aye for approval.

Vice President Raney recapped expenses for the period; bills presented for payment total \$372,961.96. Council Member Dotson made a motion to approve payment of these bills; Council Member Voss seconded the motion. All members voted aye for approval.

City Administrator presented Resolution 16-19 designating the City “Pollinator Friendly”. The City will continue efforts that consider the health of people, plants and pollinators. Council Member Raney made a motion to approve Resolution 16-19; Council Member Dotson seconded the motion; all members voted aye in approval. Council Member Voss thanked the U of M Extension Service for attending the Council’s Study Session on January 22nd with information about pollinator friendly practices.

Interim Parks Director Klecker represented Resolution 17-19 authorizing advertisement for bids of the Soccer Complex Project. During 2017, the Owatonna Soccer Association donated \$45,000 to the City to purchase the former Naas property on E Rice Lake Road with the expressed interest of developing soccer fields. To develop this property, the Owatonna Soccer Association was tasked with raising the necessary funds to do so. They hired ISG, Inc. of Minneapolis MN to prepare plans to begin construction this spring and hope to use the facility during the Spring 2020. Bids will be received until 10:00 a.m. on Wednesday, March 27th to be brought to Council for consideration on April 2, 2019. Council Member Svenby made a motion to approve Resolution 17-19, Council Member Okerberg seconded the motion; all members voted aye in approval. Council Member thanked Dave Furness (present at the meeting) and all members of the Owatonna Soccer Association for their soccer complex project.

Community Development Director Klecker requested approval of Resolution 18-19 authorizing acceptance of MnDOT Grant Agreement 1033590 for funding participation of the airport Bi-Fold Hangar Doors Replacement Project. The project involves the purchase and installation of two new hydraulic doors to replace the two-large bi-fold doors on the main airport heated hangar. The project has been prioritized in the airport CIP to replace the existing doors that are approximately forty years old. The grant provides for 70% state aeronautics funding participation for this project. The grant offer is for \$97,269.00 state funding participation representing 70% of all eligible project costs including engineering, construction, and administrative costs. The city share of all project costs is not to exceed \$41,686 (30%). Council Member Okerberg made a motion to approve Resolution 18-19, Council Member Dotson seconded the motion; all members voted aye in approval.

Community Development Director Klecker requested approval of Resolution 19-19 to accept the quote and approve the construction agreement with Sam Husnik Construction Inc. of Forest Lake, MN for the airport hangar bi-fold doors replacement project. The project provides for the replacement of the two large bi-fold doors on the main airport heated hangar. The existing doors are approximately forty years old with each door having an approximate dimension of 64’ wide and 19’ tall will be replaced with two large hydraulic hangar doors. Competitive quotes for this project have been received and reviewed by Bolton and Menk, Inc., the airport engineering firm. Bolton and Menk also completed a structural engineering analysis for the project. The Airport Commission has reviewed the quotes received and cost analysis and recommends approval of this agreement. All projects costs are eligible for 70% state funding making the anticipated local share for all project costs including engineering services at approximately \$41,686. The construction contract with Sam Husnik Construction is not to exceed \$107,655 with total project costs anticipated at \$138,955. All project costs are contingent upon securing state grant funding participation for eligible items. Council Member Burbank made a motion to approve Resolution 19-19; council Member Svenby seconded the motion, all members voted aye in approval.

Interim Parks Director Klecker represented an agreement for contracted services at Brooktree Clubhouse with Tom Vizina. This is a 3-year agreement for operation of the pro shop and restaurant. Council Member Raney made a motion to approve the agreement, Council Member Voss seconded the motion; all members voted aye in approval.

City Administrator Busse presented the application received from Viz & Cosh, LLC, doing business as The Broken Tee Bar and Grille for an On-Sale Liquor License with Sunday Sales for license effective April 1, 2019. All fees have been received but we have not received the required Insurance Certificate. Council Member Okerberg made motion to approve the license contingent on receipt of the insurance documentation; Council Member Burbank seconded the motion; all members voted aye in approval.

During Council Comments, Interim Parks Director Klecker explained the strategy used to clear the City's streets, sidewalks and trails following a winter storm. Clearing the streets is the City's priority and the Street Department deploys all its staff toward cleaning the streets. We also utilize many Park and Rec staff members to plow streets and use all the equipment available. There are additional Parks and Rec employees that can move forward with the next tiers of snow removal, clearing sidewalks on city-owned properties and the trails. With additional staff working on the sidewalks and trails it can happen that a section of trail is cleared before all the streets are done. By maximization of available staff and equipment, everything is done and cleared quicker than if we did all the streets before any sidewalks and trails.

During Public Comment, Elizabeth Gilthvedt, thanked Council for approving the resolution to protect pollinators and hopes additional pollinator-friendly areas will be developed in the City. Aaron Eberlunt, introduced himself as a Staff Member of US House Representative Senator Jim Hagedorn available in the Rochester office.

During Council Comments, Council Member Okerberg asked residents to help clear fire hydrants of snow. Council Member Dotson said a pilot friend recently utilized the Owatonna Degner Regional Airport and was very impressed with the facility. Council Member Raney said he recently rode along in a snow plow clearing the streets and appreciate the streets being cleared. Council Member Raney then gave a brief update on the state's project to complete Highway 14 between Owatonna and Rochester; legislation was approved by Governor Walz for construction plans to begin this year for this to be completed during 2021. Mayor Kuntz thanked the Armory and Trinity Church for operating as Emergency Shelters during the recent snowstorm which closed I35 South of Owatonna for 2 days. Council Member Schultz congratulated the new officers who took their Oath of Office and those who received commendations during this meeting.

At 8:00 p.m., Council Member Raney made a motion to recess and reconvene in the Lower Level Break Room to complete the annual performance review of City Administrator Kris Busse. Council Member Dotson seconded the motion; all members voted aye.

At 9:27 p.m., Council Member Raney made a motion to return to open session to adjourn, Council Member Svenby seconded the motion and the meeting adjourned.

Dated: March 14, 2019

Respectfully submitted,
Jeanette Clawson, Administrative Specialist