

Regular City Council Meeting

Via Conference Call

Monday, April 6, 2020

6:30 p.m.

Call 763-710-3959 ID: 792830 and press #

The Mayor and City Administrator determine that an in-person meeting or a meeting conducted under MN Statute section 13D.02 is not practical or prudent because of a health pandemic or an emergency declared under Chapter 12 as stated in 13D.021. MN Statute 13D.021 will be followed for this meeting.

Members Present: Dana Kass, Darla Kruser, Mike Nelson, David Savage, Andrew Ysker

Members Absent: None

City Staff Present: Michael Schulte, City Administrator/Clerk; Maryellen Suhrhoff, City Attorney; Daron Friesen, Street Superintendent

Others Present: None

Call to Order

The meeting was called to order by Mayor Nelson at 6:30 p.m.

Approval of Agenda & Consent Agenda

The administrator made an addition to the March 16 minutes in the public portion of the meeting: “Rachel Yoder stated she had a land survey completed and wanted to know who she could meet with to discuss it. The administrator will look into it further” Motion by Kass, seconded by Savage, to approve the agenda and consent agenda with the change in the March 16 minutes. Motion carried 5 – 0.

Bills: Checks #23499 – 23556, 663E – 664E

Payroll: Checks #65246 – 65260

Approve February 24 EDA Board Minutes

Approve March 12 Utilities Commission Minutes

Approve March 16 City Council Minutes

Approve March 26 Special City Council Minutes

Public

No one spoke during this portion of the meeting.

Resolution #7-20 Calling for Public Hearing on Proposed Property Tax Abatements

Resolution #7-20 was reviewed. The resolution and agreement will be brought forward to the next council meeting. Motion by Kruser, seconded by Ysker, to approve Resolution #7-20.
Motion approved 5 – 0.

Amendment to Union/Non-Union Policy

A policy for employees serving as volunteer emergency personnel was drafted as directed from the last meeting. The policy states that employees must work with their supervisor for being scheduled on-call or taking emergency calls and that the employees can be paid up to 8 hours of their regular wage if responding to a call in addition to their ambulance/fire wage along with other items. The administrator stated 8 hours was discussed at the last meeting but that the number can change if decided by the council. No changes were made to the presented policy. Motion by Kruser, seconded by Kass, to approve the Covered Hours Policy for City Employees that Take Calls to take effect on May 1. Motion carried 5 – 0. The policy will be presented to AFSCME union members to be signed and a notice will be given to permanent full-time employees once finalized.

Ambulance/Fire Hall

A proposal from Robert W. Carlstrom Co. Inc. from Mankato was given to the building committee to provide a number of services including possible renovation costs of its current building and floor plans of a completely new building and approximate costs. The cost of services would be capped at \$500. The plans could potentially be used by an engineer if a plan was chosen to renovate or build new. Motion by Kruser, seconded by Ysker, to approve the proposal from Robert W. Carlstrom Co. Inc and to split the cost between the Ambulance and Fire Department. Motion carried 5 – 0.

Street Department Report

Daron Friesen, Street Superintendent, presented a list of tasks completed in the month of March. The department will be looking to bring back one seasonal employee and hiring a new employee soon. Accepting applications for the full-time position is open until tomorrow. Friesen and the administrator will review applications and set up interview times. The administrator asked the council if interviews should be done via conference/video call or in-person at city hall but with social distancing measures in place. In-person interviews were preferred and social distancing measures will be put in place to keep everyone spaced a part. Kass and Kruser volunteered to serve on the interview committee. Kass asked Friesen of the plans of the dirt piles in the cemetery. Friesen stated with Lohrenz Excavating selling their business, their pile may be removed and the other pile may be bulldozed to flatten out to eventually create more cemetery lots in the future.

Ordinance #3-20 Amending Section 11.04 Off-Street Parking Regulations

Ordinance #3-20 was read for the first time. The ordinance adds new definitions, public nuisance provisions, and various off-street parking regulations. Discussion ensued on properties with vehicles, construction materials, and junk. Having permits for driveways was discussed. The administrator explained that permits for driveways would be difficult to regulate and have provisions on how to handle what size is allowed and what is not. The Police Department is currently working on sending letters to all property owners in the city that have violations on their property.

Ordinance #4-20 Repealing & Replacing Section 6.31 Tobacco Regulations

Ordinance #4-20 was read for the first time. The administrator has worked with Luke Ewald from Des Moines Valley Health & Human Services on updating the city's tobacco regulations due to changes in federal law, especially on increasing the age limit to purchase tobacco from 18 to 21. The Public Health Law Center reviewed and revised the city's current ordinance to the ordinance presented. The minimum clerk age can be set at 18 or 21. Employees at Casey's were discussed. The council does not want to hinder filling shifts at retail locations of requiring a minimum age but want to know how Casey's handles their shifts. Councilmember Kruser will talk to management at Casey's to learn more. More discussion will take place at the next reading.

2020 Tree Removals

Three bids were presented to the council from Affordable Landscaping and Tree Care, Kolander Tree Service, and Zinniel Tree Service. Zinniel Tree Service presented the lowest bid of \$5,825 and has been awarded the work at least the past 2 years. Motion by Savage, seconded by Kass, to approve Zinniel Tree Service to perform the tree removal work at a cost of \$5,825. Motion carried 5 – 0.

COVID-19

The city's operation plan was briefly discussed. The governor clarified his order on closing park equipment. The order does not mandate that park equipment be closed but that local governments can decide. Direction was given to keep the park equipment closed if the governor's stay-at-home order is extended. Other operations as stated in the operations plan will continue at least until the next council meeting. More direction and plans will be discussed at the next meeting.

Adjourn

The meeting was adjourned at 7:53 p.m.

Approved April 20, 2020

ATTEST:

Michael Schulte, Administrator/Clerk