

**Regular City Council Meeting
Via Go-To Meeting / Conference Call
Monday, June 1, 2020
6:30 p.m.**

Call +1 (669)-224-3412 Access Code: 724-709-229

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: John Graupman, Bolton & Menk; Doug Regehr

Call to Order

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

Approval of Agenda & Consent Agenda

Motion by Savage, seconded by Kass, to add 5.A Apex Clean Energy Easement and 6.G Utility Dropbox to the agenda. Motion carried 5 – 0. Motion by Nelson, seconded by Kass, to approve the agenda and consent agenda as amended. Motion carried 5 – 0.

Bills: Checks #23683 – 23728, 670E – 671E

Payroll: Checks #65333 – 65350

Approve March 9 Lake Commission Minutes

Approve May 14 Utilities Commission Minutes

Approve May 18 City Council Minutes

Public

No one spoke during this portion of the meeting.

Street Department Report

Daron Friesen provided the council an update of items completed in the month of May. Crack sealing, mowing, sweeping, and opening up parks and the campground were some of the items completed. The new full-time and seasonal employee began in May. Bids for repaving alleyways were discussed. Friesen stated that the city hall alley, the alley between 12th and 13th, and the

alley between 7th and 8th were the most needed in that order. Expenses to date were reviewed. The EDA is also interested in having a turn-around for semi-trucks on the northeast corner of the commercial park. The gravel turnaround would allow semi-trucks to go north on Cottonwood Road, turn west, turn around, and go back south and west towards Casey's. Upon further discussion, direction was given to wait on the alleyways and focus on establishing the turnaround and maintaining other streets with what was budgeted and possibly review again later this summer.

Wastewater Ponds Pay Request #1

John Graupman, Bolton & Menk, provided an update of the wastewater ponds project. Work began at the beginning of May and dirt work and tiling are ongoing. As the spring weather has been very decent, the project is on schedule and possibly a little ahead of schedule. Graupman explained the pay request and procedures of the requests. Each month a request will be made in which the council will approve. The cost is then submitted to the Public Facilities Authority to request reimbursement in which the funds will be deposited to the utility to pay the request. The first requests will be fairly large. Graupman stated the first pay request has been reviewed and recommended to approve by the council. Motion by Kruser, seconded by Ysker, to approve Pay Request #1 of \$1,041,793.63 to Mathiowetz Construction Company. Motion carried 5 – 0. All pay requests will be paid by wastewater funds.

Big Bend Wind, LLC / Apex Clean Energy Easement

As discussed at multiple Utilities Commission meetings, Apex is re-visiting the plan to have an easement where the new wastewater pond site will be to connect from the west to the southeast. A draft agreement was reviewed. Under the agreement, a \$1,000 pre-construction payment, an installation payment of \$1.00 per linear foot, a crane path fee of \$1,000 and an annual payment of \$2,000 for 57 years would occur. Damages would be paid by Apex. The voltage of the line will be 34.5kV. The crane path will be about a 50' wide corridor used to walk the crane from turbine to turbine. The city attorney expressed some recommended changes to final site location and giving the Utility final approval on location. It was recommended by the Utilities Commission to approve the agreement. Motion by Savage, seconded by Kass, to approve the easement agreement with the recommended changes by the city attorney. Motion carried 5 – 0. The city attorney will make the changes and send to the city administrator.

City Attorney

The city attorney provided an update on Klassen's inquires of his parcel being annexed into city limits from last meeting. The property owner was properly notified of the annexation. The contract for deed for the land was not recorded and did not appear on the tax records. Klassen has the option to petition to de-annex with action by the council or the council can petition with Klassen to de-annex. No action was taken by the council. Citations have been issued to property owners with violations of the junk ordinance. It was requested by the council to send a list of the

properties. An oral argument has been set for June 11 regarding the greenhouse property. Councilmember Ysker left the meeting at 7:10 p.m. to respond to an ambulance call.

The Den

Due to restrictions and what the governor has allowed, The Den is looking to install a tent on the west side of their property in which a portion will go out onto the city alleyway. This will allow the restaurant to serve customers outside. The Den is then requesting to expand their liquor license to outside seating in which is covered under their liability insurance. The Den is also looking ahead of either hosting an event if allowed or simply having expanded seating if the city would allow 2nd Avenue from the 10th Street intersection to the alleyway to be closed off on June 19 and June 20. Motion by Kruser, seconded by Kass, to approve partially closing the alleyway to allow a tent to be installed, to expand the liquor license to outdoor seating following any state laws or guidelines, and closing 2nd Avenue from the 10th Street intersection to the alleyway on June 19 and June 20. Motion carried 4 – 0.

Center Point Church

Center Point Church submitted a letter requesting to allow a large white tent to be installed in their parking lot to hold weekly worship service at 10:00am each Sunday starting June 7th. This is Phase 1 of their reopening plan to safely allow their congregation to participate. They have contacted neighbors of their plans and plan to direct the sound away from nearby homes. Motion by Nelson, seconded by Kruser, to approve Center Point Church's submitted plan. Voting aye: Nelson, Kruser, Kass. Voting nay: None. Abstain: Savage.

City Hall & Community Center Custodian Position

Scott Pankratz, the current community center maintenance person, informed the city administrator that he plans to resign from the position but will stay on until the city hires a new person to replace him. After a brief discussion from last meeting of having someone clean city hall, the job description was modified to clean both city hall and the community center. Pay will be \$15.00/hour. While exact hours are not known at this time, it is projected 5 – 10 hours a week will be able to cover both buildings. Motion by Kass, seconded by Savage, to approve the job description and advertise the City Hall & Community Center Custodian position. Motion carried 4 – 0.

COVID-19

The city's operation plan was reviewed. The following updates were decided: City Hall will be open to the public at its normal hours (9AM - 4PM Monday - Friday) starting on Wednesday, June 3rd. Those who visit city hall will be asked to use hand sanitizer and keep at least 6 feet distance between them and others in the lobby area. Safety glass has been installed at the front counter. Those who enter are asked to follow posted instructions when entering the lobby. The city encourages those who can utilize the drop box, communicate through email or phone, or

avoid entering city hall to please do so. The city asks those who are sick or have been exposed to COVID-19 to not enter city hall. Curbside pickups will continue until further notice at the public library. The community center will remain closed through June 15th but events under 10 people will be considered on a case-by-case basis. The Bone Builder group will be allowed to use the large room as long as they stay under 10 people, practice social distancing, and sanitize any areas used. A rescheduled city-wide cleanup date has tentatively been set for Saturday, July 18th. The city and Hometown Sanitation will determine later this month if circumstances allow to hold the clean-up on July 18th. The date may be postponed again. If the traditional city-wide cleanup is not possible this season, an alternative method of having multiple drop-off locations with a Hometown Sanitation attendant at each location for a time period on a specific day will be held. The city campground will open for all recreational campers with posted guidelines in place effective June 2, 2020. Guidelines include proper social distancing, not using the bathroom / shower house if sick, and respecting space and areas of other campers. Public Meetings may be conducted via conference call or other electronic means (MN Statute 13D.021) or be held in person at the council chambers. The chair / director of each public board or commission may decide how each meeting is held. The City Council will meet in person starting on June 15th and also have a call-in number for those who may not want to attend in person. Motion by Kruser, seconded by Kass, to approve the updated operations plan. Motion carried 4 – 0.

Second June Council Meeting

As Pow Wow has been cancelled, it was decided to change the next meeting, originally scheduled for Wednesday, June 17th to Monday June 15th.

Land Negotiations Parcel ID: 22.520.0080, 22.520.0081, 22.520.0083, 22.520.0084

Motion by Savage, seconded by Kass, to close the public meeting and open a closed meeting to discuss land negotiations of the listed parcels at 8:31 p.m. Motion carried 4 – 0. Motion by Nelson, seconded by Savage, to close the closed meeting and open the public meeting at 8:37 p.m. Motion carried 4 – 0. Motion by Savage, seconded by Kruser, to approve the purchase of the listed parcels for \$200,000, Seller and Buyer pay customary closing costs, prorated taxes as of closing date, and owner to provide abstract of title or title insurance. Motion carried 4 – 0.

The land will be purchased with electric funds. The funds used to purchase the Lohrenz property were directly from Central Municipal Power Agency Services. In 2019, the board voted to allocate the funds from a business service sale (approximately \$2 million about 5+ years ago) evenly to its 12 members which was \$166,666. There have also been some other one-time or limited opportunities through various processes in which the utility has received funds from the agency to be over the \$200,000 mark. The Utilities Commission decided to set these funds aside for large projects or equipment purchases. There will be no need to raise electric rates because of the purchase due to these available funds.

Adjourn

The meeting was adjourned at 8:38 p.m.

Approved June 15, 2020

ATTEST:

Michael Schulte, Administrator/Clerk