



CITY COUNCIL Minutes

ZOOM MEETING

TUESDAY, MAY 12, 2020

6:00 PM

This meeting was held via Zoom.com due to the COVID-19 Pandemic in accordance with Minn. Stat. § 13D.02., which provides that a meeting of a public body may be conducted via telephone or other electronic means if meeting in a public location is not practical or prudent because of a health pandemic or declared emergency. Dial-In Information: 1 312 626 6799; Meeting ID: 895 6810 8132

The meeting was called to order by Mayor Voracek at 6:00 pm. Councilors Elizabeth Cap, Royal Ross, Peter van Sluis, Tom Spooner, Janna Viscomi and Jon Wood were in attendance. Also in attendance were City Administrator Tim Murray, Assistant to the City Administrator Heather Slechta, City Engineer Mark DuChene, Public Works Director Travis Block, Police Chief Andy Bohlen, Fire Chief Dustin Dienst, Human Resource Manager Kevin Bushard, Community and Economic Development Director Deanna Kuennen, Parks and Recreation Director Paul Peanasky, and Finance Director Jeanne Day.

Presentations/Introductions – None

Approve minutes of April 28, 2020 Regular Council Meeting, April 28, 2020 Special City Council Meeting and the May 5, 2020 Special City Council Meeting (majority vote)

Motion by Ross, seconded by van Sluis to Approve minutes of April 28, 2020 Regular Council Meeting, April 28, 2020 Special City Council Meeting and the May 5, 2020 Special City Council Meeting

Roll Call Vote:

Aye: Councilor Cap, Ross, van Sluis, Spooner, Viscomi, Wood, Mayor Voracek

Nay:

Motion Carried 7:0

Consent Agenda:

- A. List of bills to be paid
- B. Resolution 2020-078 Approve 2020-2021 Garbage and Refuse Hauler Licenses
- C. Resolution 2020-079 Approve a One Year Extension of Variance Approvals Associated with a Development Proposal at 400 Western Avenue
- D. Resolution 2020-080 Approve a One Year Extension of Conditional Use Permit Approvals to Relocate Previously Occupied Dwellings to 728 and 730 Willow Street
- E. Approve Hangar Rental Agreements
- F. Resolution 2020-081 Approve Street Closures for Run Baby Run Walk/Run
- G. Approve Quote to Replace HVAC Units at Community Center
- H. Resolution 2020-082 Accept Donation from Ronald and Paulette Jameson
- I. Resolution 2020-083 Calling for a Public Hearing by the City Council on the Proposed Modification to the Development Program for Development District No. 1 and the Proposed Establishment of Tax Increment Financing District No. 1-15: Lofts at Evergreen and the Adoption of the Tax Increment Financing Plan
- J. Approve Preliminary Engineering Agreement with UPRR for Tee Pee Tonka Park Trail Entrance RR Crossing
- K. Approve New Golf Cart/Recreational Vehicle Permit for 2020-2023
- L. Resolution 2020-084 Creation of an Ad Hoc Committee to Evaluate On-Street Bicycle Routes
- M. Accept Quote for Sheet Metal Panels for Airport Arrival/Departure Building
- N. Accept Quote for Awnings and Canopies for Airport Arrival/Departure Building
- O. Accept Quote for Painting for Airport Arrival/Departure Building

P. Approve Change Order with Superior Mechanical for Arrival/Departure Building at Airport

Motion by Spooner, seconded by van Sluis to approve Consent Agenda Items A-P.

Roll Call Vote:

Aye: Councilor Cap, Ross, van Sluis, Spooner, Viscomi, Wood, Mayor Voracek

Nay:

Motion Carried 7:0

Requests to be Heard – None

Public Hearings – None

Items for Discussion

Presentation of the 2019 Comprehensive Annual Financial Report

Finance Director Jeanne Day explained that the audit firm of BergankKDV audited the 2019 financial records of the City and assisted the Finance Department in preparing the Comprehensive Annual Financial Report (CAFR). This is the third year that the firm has completed the annual audit. The City will be submitting the 2019 CAFR for consideration of this award in anticipation of success for the 29th year.

Matt Mayer, Audit Partner at BergankKDV, presented a summary of the data and reviewed the management letter related to the 2019 CAFR. Mayer explained that there were no findings and that they would be submitting a clean opinion. Mayer stated that this is a credit to the Finance Department and their work. Mayer reviewed the General Fund with the Council and explained that they city has about 53% of next year's budget, slightly higher than the fund balance policy requires. The additional funds are due to some areas of increased revenues, less spending and the sale of the Amory. Mayer also reviewed the water, sewer and stormwater funds and informed the Council that each of these enterprise funds are doing well.

No Council action was needed on this item.

Bids

Resolution 2020-085 Accept Bids for 2020 Street Reconstruction Improv. – City Contract 2020-03

City Engineer Mark DuChene explained that on Wednesday, May 6, 2020 bids were received for the proposed 2020 Street Reconstruction and Storm Sewer Improvements project-Contract 2020-03. This project would include removals, watermain replacement, sanitary sewer replacement, lot services, storm sewer construction, grading, aggregate base, bituminous paving, turf restoration, concrete sidewalk replacement and related improvements.

The streets proposed to be included in this project were as follows:

2nd Street SE/SW (1st Avenue SW to Willow St.) and State Avenue (Division Street E. to TH 60)

The bids were tabulated as follows:

Alcon Excavating, Rochester, MN	\$595,971.26
Pember Companies, Inc., Menomonie, WI	\$597,417.98
R.A.W. Construction, Faribault, MN	\$598,734.12
BCM Construction, Inc., Faribault, MN	\$631,396.10
Heselton Construction, Faribault, MN	\$679,886.96
<i>Engineer's Estimate</i>	<i>\$653,331.50</i>

Based on the low bidder's prices, the estimated funding for the project including contingencies and engineering fees is as follows:

Special Assessments	\$ 79,200.00	10.5%
Street Improvement Fund (401)	\$ 436,055.00	57.8%
Water Utility Fund (601)	\$ 90,550.00	12.0%
Sanitary Sewer Utility Fund (602)	\$ 60,150.00	8.0%
Storm Water Utility Fund (603)	\$ 87,950.00	11.7%

Total \$ 753,905.00 100.0%

It was recommended to award to the low bidder, Alcon Excavating. Construction on the project is scheduled to begin in June and be substantially completed by the end of September, 2020.

Motion by Ross, seconded by Wood to approve Resolution 2020-085 Accept Bids for 2020 Street Reconstruction Improvements – City Contract 2020-03

Roll Call Vote:

Aye: Councilor Cap, Ross, van Sluis, Spooner, Viscomi, Wood, Mayor Voracek

Nay:

Motion Carried 7:0

Boards and Commissions Reports, Announcements and Project Updates

The Chamber Car-Roll Through will be on Friday night, you can check the website for the route and more information. City Administrator Tim Murray informed the Council that filing for office begins next week, and that the lights have been installed in the Teepee Tonka Tunnel. Councilor Viscomi asked if the holes have been filled in—Parks and Recreation Director Paul Peanasky stated that they holes are filled in and the tunnel is being painted, however, graffiti is still occurring. Viscomi questioned if those vandalizing the tunnel could be fined, Police Chief Bohlen explained that they could tag them, and that cameras could be set up. Councilor Cap enjoyed the street art in the tunnel and thought that it could stay if it was not offensive.

Adjournment

Motion by Spooner, seconded by Viscomi to adjourn the meeting.

Roll Call Vote:

Aye: Councilor Cap, Ross, van Sluis, Spooner, Viscomi, Wood, Mayor Voracek

Nay:

Motion Carried 7:0

Meeting adjourned at 6:30 pm.

Respectfully Submitted,

Heather J. Slechta
Assistant to the City Administrator