

Mayor Dave Olson called the City Council meeting to order at 6:00 p.m. June 8, 2020 with the Pledge of Allegiance. Council present: Mayor David Olson, Emily Krage, Cody Mathers, Tony Schultz and Cheryl Sanden. Staff present: Brett Hurley, Michelle Quinn, Randy Thesing

**Public Comment:** None

**Lincoln Street Update:** Matt Mohs provided an overview of the project progress.

**Lincoln Street Project Change Order #1** – Matt Mohs reported the change order in the amount of \$43,966.85 is for the addition of sidewalk on the west side of the 300 block, additional tree removal and 2 hydrants. Motion by Schultz, seconded by Sanden to approve Change Order #1 in conjunction with the Lincoln Street Project contingent upon contractor approval. Motion carried unanimously.

Motion by Mathers, seconded by Krage to authorize the Clerk/Administrator to sign the document electronically through DocuSign.

**Lincoln Street Amendment to Assessment:** Matt Mohs explained that the original plans were drawn up to reflect a sanitary sewer connection for 101 South Lincoln Street leading to Lincoln Street. The sewer for 101 was not located where anticipated. Therefore, no sewer work is required for this residence and no costs for the work will be incurred. Motion by Schultz, seconded by Sanden to reduce the special assessment of 101 South Lincoln Street by \$2,136.21 for sanitary sewer service work which was not performed. Motion carried unanimously.

**Lincoln Street Project Zenke Payment #1:** Motion by Schultz, seconded by Krage to approve the payment to Zenke, Inc. in the amount of \$128,851.30. Motion carried unanimously.

Motion by Schultz, seconded by Krage to authorize the Clerk/Administrator to sign the document electronically through DocuSign. Motion carried unanimously.

**Summer Recreation Programming:** Krage provided a brief update. Carrier presented proposed safety plan. Discussion was held regarding the removal of a sentence encouraging use of facemasks. It was noted Summer Rec would not be providing face coverings. Adequate staffing will be key when working with multiple pods being 9 youth to a single staff person in most instances. The plan will be included in the binders which will house documentation of participating so tracing and tracking can be completed if someone were exposed or diagnosed with COVID. Mayor Olson inquired about staffing. Staffing is fluid at this time as participation numbers aren't finalized. It was noted how preparation, precautions and documentation will mitigate risk to staff and participants. Mayor Olson inquired regarding how many activities take place at any given time. Carrier responded staff will be scattered across multiple activities. Mathers questioned whether waivers would be required. Krage explained how guidance from MN Dept of Health and CDC need to be followed and how to navigate multiple references to additional references. Council expressed confidence in a sound plan and staffing capable of carrying out the plan. Rohweder shared how they intend to provide expectations and education as to processes on the first night. Mayor stressed the importance of the education piece. Discussion was held regarding the Elementary School building and grounds will not be available for use by Summer Rec. In the event the City wishes to enter into a lease with the Schools for use of the High School fields there are additional criteria which must be adhered too. Discussion was held. Krage expressed strongly the need to include facemask use in the safety plan.

Both the situation and guidance continue to evolve and change rapidly. Cleaning supplies needed will be an additional cost to the program. Houston Community Foundation may have funding available to offset added costs resulting from COVID. Motion by Schultz, seconded by Sanden to approve the Summer Rec Safety Plan with the inclusion of facemask use when appropriate and the link to facemask guidance per Krage and to approve the lease contingent upon clarification of COVID use restrictions. Motion carried unanimously.

**One-way Street/Elm Street:** Chief Hurley provided an overview of process to change Elm into a one-way street. Required signage would comply with DOT guidelines. A pedestrian walkway would be located on the south side of the street. Safety concerns have been ongoing related to students. Schultz commented how the street is narrow, kids are obstinate and oftentimes fail to get out of the way of vehicle traffic when walking on the street. Making the street one-way could improve safety and be an economic option until such a time when a full reconstruction is proposed. Public Works stated there is no parking on the south side of the street however, there is a need to plow in both directions. Thesing questioned where the pedestrian lane would be located. The proposal has walking lane on the south and parking on north. Thesing expressed a desire to review the plan and an opportunity to share concerns. Schultz expressed support for the proposal provided the Elementary School block of Elm be reopened when school not in session. Lengthy discussion was held. There are safety concerns, the school was never told the closure would be permanent and there is a concern for large truck traffic in the area if the section of street is allowed to remain closed. Discussion was held regarding the parking, driving lane and pedestrian lane width. Chief Hurley indicated that speed and amount of traffic determine guidance for pedestrian lane width which will comply with statewide standards. It was the consensus of council to continue moving forward with the plan. Discussion was held whether Safe Routes to School funding should be pursued. Matt Mohs noted this was a Federal Competitive Grant Program providing 80/20 cost share. However, if the project falls below a value threshold the application process and 2-year turnaround for award may not be worth the work.

**COVID-19 Preparedness Plan:** Plan required for re-opening of HNC. Motion by Krage, seconded by Sanden to approve the COVID-19 Preparedness Plan. Motion carried unanimously.

**New Community Building/Brickl Bros.:** Discussion was held whether to include time in the project schedule for civic group/citizen fundraising efforts. Motion by Schultz, seconded by Sanden to build in fundraising through Aug 30 to the project schedule. Motion carried unanimously.

Lincoln Street Update: Matt Mohs reported on the activities taking place on the Lincoln Street project. Motion carried unanimously.

**Property/Liability Insurance Renewal – Waiver of Liability Limit:** Motion by Krage, seconded by Sanden to waive the monetary limits on municipal tort liability established by M.S. 466.04, to the extent of the limits of the liability coverage obtained from LMCIT. Motion carried unanimously.

**Firefighter Resignation Schutte:** Motion by Sanden, seconded by Krage to accept the resignation of Matthew Schutte from the position of Houston Volunteer Firefighter and send a letter of appreciation for his service. Motion carried unanimously.

**Minutes & Bills:** Motion by Krage, seconded by Sanden to approve the minutes of the May 11, 2020 meeting and May 19, 2020 special meeting and to pay the bills as presented. Motion carried unanimously.

**Department Reports:**

Thesing reported 3-ton worth of hot mix patching had been completed with additional patching scheduled. In addition, some cold patching was also completed. In response to council action to continue the Summer Rec program bases at Bluffview Park will be put out. He provided an update regarding the Water Treatment Plant. There are some issues which they are dealing with, unfortunately there has been staff turnover with organization working to correct the issue which is resulting in it taking longer than typical. He was pleased to report despite the issues, the tests are coming in very favorable and show the plant is functioning well and as intended. He is hopeful the water to the Community Center may be restored as early as next week.

Quinn reported there is a need to renew the franchise agreement with MN Energy. Council expressed their desire to proceed with the agreement as presented.

Discussion was held regarding whether it was council's intent to continue hosting a unique Houston Nature Center website. It was agreed to continue doing so.

Quinn shared information regarding the Aramark service agreement for rugs which is expensive. Rugs may be purchased and cared for by City staff while resulting in cost savings. It was agreed to sever the agreement with Aramark.

The bond proceeds for Lincoln Street have been received and deposited.

There was a single inquiry related to mobile food units. It was the consensus of council to continue forward and review this again at the next regularly scheduled meeting.

**Adjourn:** Motion by Mathers, seconded by Sanden to adjourn the meeting at 7:21 p.m. Motion carried unanimously.