

Mayor Dave Olson called the City Council meeting to order at 6:00 p.m. on June 12, 2017 with the Pledge of Allegiance. Present were: Mayor David Olson, Kevin Knutson, Matt Schutte and Emily Krage. Also present were: Chris Peterson, Audrey Hegland, Chief David Breault, Ed Jacobs, Eric Leitzen, Joel Twaiten, Karla and Hein Bloem, Chris Cox and Ellyn Baumann.

Public Comment: None.

2017 Prairie Meadows Improvement Project – Brian Malm, Bolton & Menk: Menk summarized the feasibility report, proposed schedule, necessary public hearing, and resolutions required for the Elm and Stoddard Street and utility improvements as follows:

Paving of Elm Street: Now gravel, as per the original developer's agreement, the City is committed to paving this street with an asphalt surface from Erickson Street east to the cul de sac. In addition, the proposed project will include:

Elm Street from Kilborn Street to Stoddard Street: Construct water main from Kilborn to Stoddard Street.

Stoddard Street from Elm Street north to serve eight lots: Lots 10-13 and 7-10 will be added to the city utilities. Construct portion of street and utility extensions.

Resolutions presented for Council approval were:

- Resolution Ordering Preparation of Report on Improvements: Olson asked if there were any comments from the public in attendance; hearing none, MOTION BY KNUTSON, SECONDED BY SCHUTTE TO AUTHORIZE A RESOLUTION ORDERING PREPARATION OF REPORT ON IMPROVEMENTS; MOTION CARRIED UNANIMOUSLY. There was no discussion from publics present.
- Resolution Receiving Report and Calling Hearing on Improvements: Olson asked if there were any comments from the public in attendance; hearing none, MOTION BY SCHUTTE, SECONDED BY KRAGE TO AUTHORIZE A RESOLUTION RECEIVING REPORT AND CALLING HEARING ON IMPROVEMENT; MOTION CARRIED UNANIMOUSLY.
- PUBLIC HEARING:
Mayor Olson convened the Public Hearing. Olson called for any discussion on the project. Joel Twaiten addressed the Council, first asking who owns the lots (City does); second, he asked who is paying for the Bolton & Menk report (the City); he commented on the Prairie Meadows lots that will be made ready for sale, saying that there are already vacant lots for sale in town with water/sewer and that instead of spending money getting the lots up to standards, City money would be better spent providing other services needed by the town. Twaiten made other comments not related to the project. There was no more further discussion from those present. Mayor Olson closed the Public Hearing.
- Resolution Ordering Improvement: In keeping with State Statute requirements, notice of the Public Hearing for the proposed 2017 Street and Utility Improvement project was published for two consecutive weeks in the Banner. MOTION BY KNUTSON, SECONDED BY SCHUTTE TO AUTHORIZE THE RESOLUTION ORDERING IMPROVEMENT; MOTION CARRIED UNANIMOUSLY. There was no discussion from publics present.
- Resolution Approving Plans and Specifications and Ordering Advertisement for Bids: Plans and specifications for the 2017 Street and Utility Improvement project were presented for Council approval. MOTION BY KRAGE, SECONDED BY SCHUTTE TO AUTHORIZE THE RESOLUTION TO APPROVE PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS; MOTION CARRIED UNANIMOUSLY.
- Resolution Declaring Cost to be Assessed and Ordering Preparation of Proposed Assessment: MOTION CARRIED UNANIMOUSLY.
- Resolution for Hearing on Proposed Assessment: The project will include bituminous street improvements, sanitary sewer, water main, drainage, and related infrastructure; estimated cost and expenses to be incurred in making of such improvement totals \$380,000, with \$210,000 to be assessed. MOTION MADE BY KNUTSON, SECONDED BY SCHUTTE TO AUTHORIZE THE RESOLUTION FOR HEARING ON THE PROPOSED ASSESSMENT; MOTION CARRIED UNANIMOUSLY.

Mayor Olson moved Agenda Item I up for discussion at this time, since Brian Malm was still present.

Infrastructure Update:

- Flood Levee Recertification: Peterson provided an update and general overview of the recertification process. Mead & Hunt have completed Phases I-III with follow-up.
- Drinking Water Treatment: Malm stated that bids were opened on June 7, with five bids being received. The low bid was for \$2.3 million. It is expected that the State funds will be allocated in the fall of this year. Houston's project is at the top of the list so funding can be expected. To obtain funds now so the project can move forward, the City could do interim financing to pay the contractor, to be repaid when the State funds become available. Options for interim financing will require approval from the funding agencies. Issuance costs would likely be between \$4,000 - \$12,000, which may be an eligible expense through State bonding.

International Owl Center – Future Site Lease Proposal: Karla Bloem presented an initial draft of a proposed agreement between the City and the International Owl Center for a long-term perpetual easement that will assure they have the land needed for the proposed avaries and walking paths next to the future International Owl Center. The agreement would give them exclusive use of the park land behind the band shell. Cost, maintenance and description of the property needs to be reviewed by the City. Peterson will instruct the City attorney to cover the major details and comment on the content where necessary. Until that time, the matter was tabled.

Cedar Street Sewer Manhole Rehabilitation: Tabled until next Council meeting.

2016 Ellsworth Street Project Pay Estimate: TJ's Trucking and Excavating have requested to be paid for their work on the Ellsworth Street project; it is now completed. The City will keep approximately \$10,000 until the final walk through and examination has been satisfactorily completed. A performance bond is in effect for one year as a warranty. MOTION BY KNUTSON, SECONDED BY SCHUTTE TO APPROVE PAYING \$68,048.93 AS PAYMENT TO TJ'S TRUCKING AND EXCAVATING FOR THE ELLSWORTH UTILITY REPAIR AND STREET IMPROVEMENT PROJECT; MOTION CARRIED UNANIMOUSLY.

Community Festival – Lawn Chair Concert Series: The City ordinance No. 221 governs food trucks coming into town to sell food to the public. These outside vendors must register with the City 10 days before the activity, and show proof of an agreement with organizers of an approved public community festival. Community festivals are approved by the City Council; a list of these festivals is on file at City Hall. Currently on the list are: Hoedown and the Owl Festival. MOTION BY SCHUTTE, SECONDED BY KRAGE TO ADD TO THE APPROVED LIST THE LAWN CHAIR CONCERT SERIES AND HOLLIDAZZLE TO THE LIST OF APPROVED COMMUNITY FESTIVALS; MOTION CARRIED UNANIMOUSLY.

Sarah Wexler-Mann stated there is a canoe-kayak group of 200 people coming in July; they will be camping at the Nature Center, and the Scouts will be doing a chickenQ and Barista's will provide the breakfast. They are paying fees to camp and also for the food, so their trip here will be good for local business.

The 60-mile garage sale is on June 23-24. The Chamber Face Book page and web site has details and location of the sales in the nine Trail towns. The Chamber is collaborating with JT's Bar & Grill to host a street dance during this time, hours from 3 – 9 p.m. Three more such events are being planned throughout the summer months and into September. A local band will be playing, and a request to close Sherman

Street by JT's was made. MOTION BY SCHUTTE, SECONDED BY KNUTSON TO APPROVE CLOSING A HALF BLOCK OF SHERMAN STREET BY JT'S BETWEEN CEDAR AND PLUM STREETS ON JUNE 24, 2017; MOTION CARRIED UNANIMOUSLY.

Valley View Foundation – 8/12/17 Event and Temporary Liquor License: MOTION BY KRAGE, SECONDED BY KNUTSON TO APPROVE THE TEMPORARY LIQUOR LICENSE FOR AUGUST 12 FOR VALLEY VIEW FOUNDATION AND JULY 28-30 FOR HOEDOWN; MOTION CARRIED UNANIMOUSLY.

Telecommunications Right-of-Way Use: Mobilite-Sprint has contacted the City stating that they intend to build a 70 ft. transport utility pole in MnDot's right of way along Hwy 16. Peterson has talked at length with the Mobilite-Sprint representative about possible alternative sites for the 50-70 foot tower, stating it would not be aesthetically pleasing at the entrance of the City. The tower will hold a small cell technology service (data booster) and must be located on government land only. The Planning Commission has studied this matter and concludes that the best place for the tower as an alternate to MnDot right-of-way would be by the Fire Station; it could also provide lights for the fenced enclosure that has been proposed for police impounded vehicles.

Consent Items:

Minutes: MOTION BY SCHUTTE, SECONDED BY KRAGE TO APPROVE THE MAY 8 BOARD OF APPEAL AND EQUALIZATION AND COUNCIL MEETING; MOTION CARRIED UNANIMOUSLY.

Review of Bills and Financial Report: Peterson noted that the first half of the property taxes has been received, and state aids will be received soon. An additional invoice from Mead & Hunt was presented and approved for payment of \$9,793.75. Also brought for payment was an invoice for RG Steinfeldt for hauling fill to 9 of the 10 lots on Stoddard Street that need to be brought up to FEMA standards. It was noted that the \$7,075 bill exceeded the amount that was approved for this work at the last Council meeting. Peterson explained that this was a miscommunication in that there was more soil needed than anticipated, and extra work was needed to prep and smooth each lot to maximize what fill was available. It was requested that in the future, all similar work proposals must be submitted in writing. MOTION BY SCHUTTE, SECONDED BY KRAGE TO ACCEPT THE FINANCIAL REPORT AND PAY THE BILLS; MOTION CARRIED UNANIMOUSLY.

DEPARTMENT REPORTS:

New Ambulance: Chris Cox, Ambulance Director, stated that a new ambulance will be needed, replacing the older one; it has been bid out. The successful bidder was Crestline, who Crestline submitted a bid for \$108,887.04. The interior will remain the same, but the back will have chevron striping for additional visibility. She stated a power lift that sits inside the ambulance may be needed in the future and the floor must be reinforced to support the additional weight. Extra cost for the reinforcement is \$1,000. These features will be added to the new ambulance. Trade-in offer for the current ambulance, a 2005 model with 32,000 miles and in good shape, was low, so it was decided to sell it outright for a better price. Peterson requested the Council approve up to \$115,000 for the new ambulance. MOTION BY SCHUTTE, SECONDED BY KNUTSON TO APPROVE CHRIS COX MOVING FORWARD TO ORDER THE NEW AMBULANCE; MOTION CARRIED UNANIMOUSLY. Peterson noted that this is assuming the townships will contribute 50%.

Police: Each year the City has contributed its \$1250 in support of the Victim/Witness Program. He said this is a very worthwhile program that has been of help to many victims who need this support at a critical time. MOTION BY KNUTSON, SECONDED BY KRAGE TO PAY \$1,250 TO THE HOUSTON COUNTY TREASURER FOR SERVICES FROM THE VICTIM/WITNESS OFFICE FOR ANOTHER YEAR; MOTION CARRIED UNANIMOUSLY.

NOAC (National Night Out Against Crime) will be held again the first Tuesday in August, right after Hoedown. Community is invited for a light meal and enjoy comradery with other residents. City staff and volunteers will cook and serve the meal.

Summer Rec: Schutte stated that there are seven baseball and softball teams playing this year, and the program is going well.

Fire Department: Chief Krage sent a letter stating that after years of work, the Fire Department has received a FEMA grant for \$68,305 to purchase new air packs.

Other: Watering Flowers: Two 15-gallon tanks will be put in the Ranger to provide water for the flowers on the light poles throughout town. The Ranger may be called into service during Hoedown; Mayor Olson volunteered his similar vehicle as a substitute during this time.

Adjournment: MOTION BY KNUTSON, SECONDED BY KRAGE TO ADJOURN AT 7:50 PM; MOTION CARRIED UNANIMOUSLY.