

Mayor Dave Olson called the City Council meeting to order at 6:00 p.m. on March 12, 2018 with the Pledge of Allegiance. Present were: Mayor David Olson, Matt Schutte, Kevin Knutson, Cheryl Sanden and Emily Krage. Also present were: Christina Peterson, Audrey Hegland, Tom Wenthe and Andrew Forliti of Smith Schafer, Suzie Peterson, Liz Gibson-Gasset, Joe Krage, Ed Jacobs, Karla Bloem, Bill Ohm, Ellyn Baumann and Fred Huhn.

**2017 Financial Audit – Andrew Forliti and Tom Wenthe:** Wenthe stated that the 2017 Financial Audit was a clean report with no exceptions noted. Forliti presented the Audit in detail, after which Wenthe closed by summarizing the Audit Report, including: General Fund balance, which was 34% of general fund expenditures (the suggested range is 30-50% so this balance should be increased if possible). Also included all special revenue funds, stating that they all had positive fund balances except the Nature Center; all bonds and installment notes were paid on a timely basis; Infrastructure Construction Capital Projects funds, Water and Sewer, and PERA and Fire Relief Association Report. He stated that the LGA of \$357,000 is expected to increase in 2019. The full Audit report can be viewed at City Hall.

**Public Hearing – Zoning District Permitted Uses and Boundaries:** Mayor Olson called the Public Hearing to order at 6:15 pm. Peterson presented a detailed map of the City, outlining the areas for discussion, focusing on recent annexation areas and also those that are for review. The annexed areas need to be assigned a zoning classification and the others may have to be rezoned. Discussed was: There was no questions or comments; the Public Hearing was closed at 6:25 p.m. Mayor Olson called the Regular Meeting to order.

**Public Comment:** None.

**International Owl Center offer to purchase land at Trailhead Park:** Peterson stated that a formal offer has been received to purchase the land for the International Owl Center. MOTION BY SANDEN, SECONDED BY SCHUTTE TO HOLD A CLOSED MEETING TO FURTHER DISCUSS THE PROPOSED CONTRACT, WITH THE CITY ATTORNEY PRESENT; MOTION CARRIED UNANIMOUSLY.

**Offer to Purchase Residential parcels 240582000 and 240581000 Prairie Meadows:** A couple is interested in purchasing the two lots in Prairie Meadows. Water and sewer has been stubbed in to the corner of Elm/Stoddard Streets; to bring it to the building site would be the responsibility of the owners. The couple is aware of this and are all right with the additional expense. This will be added to the purchase agreement. Recent clearance has been received from FEMA so flood insurance will not be necessary.

Sanden stated that Craig Stanislawski has been contacted to create an attractive sign showing the lots available and as they are sold, indicate this on the sign. MOTION BY SCHUTTE, SECONDED BY KNUTSON THAT PETERSON PROCEED WITH THE PURCHASE AGREEMENT AND PRAIRIE MEADOWS SIGNAGE AS DISCUSSED; MOTION CARRIED UNANIMOUSLY.

**DNR Grant Application for the Mission 66 Playground Project:** In order to apply for the US Bank and also the DNR Outdoor Recreation grant requires matching funds. The Council previously passed a resolution to match the US Bank request and now Peterson requests that the Council pass a similar resolution to be included with the DNR grant application due on March 30. She explained that the City will be backing the match but that funds will come from donations and other grants. MOTION BY SANDEN, SECONDED BY KRAGE TO PASS A RESOLUTION THAT PETERSON SUBMIT THE GRANT APPLICATION TO THE DNR FOR THEIR OUTDOOR RECREATION GRANT, AND INCLUDE THE APPROVED RESOLUTION FOR CITY MATCHING FUNDS IN THE AMOUNT OF \$127,000; MOTION CARRIED UNANIMOUSLY.



**Review of Bills:** MOTION BY SCHUTTE, SECONDED BY SANDEN TO PAY THE BILLS; MOTION CARRIED UNANIMOUSLY.

**Department Reports:**

Maintenance: With the advent of the new water treatment plant, Thesing and Jacobs will have to upgrade their certification which will require travel to the Minneapolis. Thesing reported that a hydrant is leaking and will be fixed as soon as weather permits.

Library: Gibson-Gasset presented her report for Council review that included the purchase of seven new computers made possible by a grant and the Snowriders Club, new book purchases were made, and information about the "Houston County Historical Hunt" was provided, which will be part of the Summer Reading Program. Circulation statistics were also included that shows good use of the Library by general and rural populations.

City Administrator: Either Sanden or Krage must be present at the Tuesday, April 17 Board of Appeal and Equalization meeting. The annual Loss and Control Seminar will be held in Rochester on April 24. On March 21 and 22 Mayor Olson and Peterson will be at the Capitol to talk with the Legislators.

**Adjournment:** MOTION TO ADJOURN AT 7:30 PM BY SCHUTTE, SECONDED BY KRAGE, MOTION CARRIED UNANIMOUSLY, followed by the Fire Board Meeting.