

Mayor Dave Olson called the City Council meeting to order at 6:00 p.m. March 9, 2020 with the Pledge of Allegiance. Council present: Mayor David Olson, Emily Krage, Cody Mathers, Tony Schultz and Cheryl Sanden. Staff present: Suzie Peterson, Brett Hurley, Randy Thesing, Ed Jacob, Liz Gibson-Gasset, and Michelle Quinn.

Public Comment: None

Financial Audit: At this time Andrew Forliti representing Smith, Schafer & Associates, provided the findings from the 2019 Financial Audit. Smith Schafer & Associates issued an unmodified opinion. Mr. Forliti indicated a single audit related to Federal funding is required and will take place later this year and provided an overview of the audit with supporting paper document.

Lincoln Street Bid Letting: At this time Matt Mohs, representative from Bolton & Menk, shared with council the abstract of bids for the Lincoln Street Project. He indicated the project was scheduled to be awarded at the next regular Council meeting on April 13th. It was explained the assessments for Lincoln Street would have a term of 10 years at an interest rate of 3.5%. Following discussion, motion by Sanden, seconded by Schultz to adopt Resolution 2020-06 for Hearing on Proposed Assessment. Motion carried unanimously. Motion by Krage, seconded by Mathers to adopt Resolution 2020-07 Declaring Costs to be Assessed and Ordering Preparation of Proposed Assessment. Motion carried unanimously.

General Obligation Bond and Project Loan Agreement to Cover Change Order #1 for the Water Treatment Plant: Motion by Sanden, seconded by Schultz to adopt Resolution 2020-08 Authorizing Issuance and Sale of GO Revenue Note for Water Treatment Plant Change Order and authorizing the signatures of Administrator Quinn and Mayor Olson on documents required for bonding including; Administrator's Certificate, Supplemental Certificate, Certificate of Issuer, Administrator's Receipt, Signature pages to the Note, Note Register and IRS Form 8038-G and the PFA Bond Purchase and Project Loan Agreement.

Community Center: Mark Brickl, representing Brickl Bros. was on hand to discuss the Community Center project. He shared the base floorplan which was developed in February. He also shared drawings which included various optional changes or adaptations along with a rough estimate of the added cost for each item. He shared the importance that the current intent has an A-3 occupancy however, changes such as a full kitchen, increased occupancy and/or bar area could trigger an occupancy change to A-2 which would require the installation of wet and dry sprinkler system. It was noted the current lines servicing the building would not be adequate to support a wet sprinkler system. Discussion was held regarding the Design and Management Agreement Brickl Bros. has in place with the City. Mr. Brickl explained due to the square footage of the community gathering space a vestibule was required and its placement in the drawing was a result of cost containment measures and adequate space being available which does not require significant modification. He shared that ceiling grid requirements and stairway access would need to be accounted for in the event the City wished to have upper level storage space included in the plan. Schultz expressed concern with restroom access from the city service area of the building. It was agreed that Mr. Brickl would review possible options to improve the access.

Use of City Parking Lot: Motion by Sanden, seconded by Schultz to authorize Houston County Environmental Services to utilize the City owned parking lot adjacent to and south of the Houston Recycling Center for their Household Hazardous Waste Collection Event to be held on Saturday, May 23, 2020.

Waste Management Proposal: Quinn reported a representative will be on hand at the April meeting to share information about the waste collections industry. No action requested regarding the proposal.

Grant Writing Training: Motion by Sanden, seconded by Mathers to approve Quinn's attendance at a Grant Writing Seminar to be held March 30 and 31, 2020.

Minutes & Bills: Motion by Mathers, seconded by Schultz to approve the minutes of the February 10, 2020 meeting and to pay the bills as presented. Motion carried unanimously.

Department Reports:

Library – Liz Gibson-Gassett requested authorization to utilize the new community center for the Library's book sale to be held Saturday, April 4th in the event of inclement weather. It was the consensus of the Board to allow its use for said purpose. She also provided a handout with various library statistics which was placed on file.

Generator: When asked if a hold price should be placed on the generator and switch it was agreed to allow Mayor Olson and Public Works Supervisor Thesing to make that determination.

Boom Truck parked in City Lot: Council requested a letter be sent to Dan Smith to request the removal of his boom truck from the City parking lot.

Nature Center Lights: Thesing indicated the Nature Center lights have been an ongoing issue. The cost to change them to energy efficient LED is estimated at \$340 per light. There are 4 lights. It was agreed to authorize the retrofit of the west end lights and secure actual pricing prior to authorizing the balance of the work.

Public Works: Randy Thesing reported the dike pump is down. The department was successful in keeping the ice out. MDH has completed a final inspection of the Water Treatment Plant and issued a passing grade. There are punch list items such as landscaping which remain to be completed. He encouraged Council to consider scheduling a public open house to be held on a Saturday from 8:00 a.m. to noon with light refreshments provided. He will solicit quotes for the removal of the cement slab which is in the City parking lot. It was noted Ballfield sign renewal paperwork has gone out thanks to Peterson. Some of the signs will be replace or taken down depending on the response.

Administrator: See listing which is on file.

Fire: See listing which is on file.

Approve Gambling Permit: Motion by Krage, seconded by Schultz to approve Gambling Permit for the Caledonia Wrestling Club for events to be hosted at the Houston City Ball Field (East Field) on July 26, 2020. Motion carried unanimously.

Lincoln Street Bonding Method: Motion by Schultz, seconded by Sanden to authorize accepting Financial Advisor Bubany's recommendation for the bonding method to be utilized for the Lincoln Street project. Motion carried unanimously.

Public Comment: None

Adjourn: Motion by Olson, seconded by Sanden to adjourn the meeting at 8:00 p.m. Motion carried unanimously.