Owatonna City Council Minutes

Council President Schultz called the regular session of the Owatonna City Council to order on Monday, June 20, 2022, at 7:00 p.m. in Council Chambers at City Hall. Present were Council Members Dotson, Burbank, Boeke, Raney, Voss and Schultz; Mayor Kuntz; Community Development Klecker; Public Works Director Skov; Park & Rec Director Tuma; City Attorney Walbran; City Administrator Busse, Administrative Specialist Clawson; Police Chief Hiller and many of the city's police officers. Council Member Svenby was unable to attend.

Agenda

Following the Pledge of Allegiance, Council President Schultz welcomed everyone to the meeting. Council Member Boeke made a motion to approve the agenda as presented, Council Member Dotson seconded the motion, all members present voted aye for approval.

Police Officer Swearing in Ceremony

Police Chief Hiller welcomed everyone present in support of our police officers. Introduction was made of Third Judicial Chief District Judge Joseph A. Bueltel, who will administer the Oaths of Office. Chief Hiller read brief biographies of officers taking their Oath of Office:

Patrol Officers: Maya Johnson

Madison Ziegler

Patrol Sergeant: Matthew Oeltjenbruns

Captain: Andrew Drenth

Officer's friends or family member pinned their badge to their uniform. Council President Schultz commented Council and Mayor are very proud of the Owatonna Police force and thanked the officers for the work they do. Then he also congratulated Chief Hiller on his pending retirement (beginning next week on July 1) after serving as the City's Police Chief since 2010.

MRPA Award of Excellence Presentation

Jenna Tuma, Parks and Rec Director introduced Michelle Snider, Executive Director of the Minnesota Recreation and Park Association (MRPA). MRPA is a non-profit organization with more than 900 members. A major goal of their Awards of Excellence Program is to increase public awareness and appreciation of the excellent parks, trails, and recreation services available in Minnesota with recognition of Minnesota agencies or organizations for outstanding achievements in the following six categories:

- administrative or management strategies
- marketing and communications
- park and facility
- programming and events
- sponsorship and partnerships
- volunteer initiatives

The City received a MRPA Sponsorship/Partnership Award for the Lake Kohlmier Playground Project completed last fall. The MPRA Awards Committee was impressed that this project

makes the playground available to all within the community and collaborating with the project partner, Lowe's, to keep this project well organized and quickly completed. Matt McLaughlin and Cris Jahr, Assistant Managers at Lowe's in Owatonna were also present to receive this MRPA Award of Excellence.

Legislative Updates–Senator John Jasinski and House Representative john Petersburg

Representative John Petersburg commented the 2022 Legislative Session went well but he was discouraged more wasn't accomplished The state has a large surplus fund amount and they did approve replenishment of the State's Unemployment Fund, funding the reinsurance program for the next 3-4 years, and the Frontline Worker Fund. Unfortunately, a bonding bill and elimination of state tax on Social Security were not approved. One of the bills passed for transportation was the Salvage Title Bill, co-authored by Senator Jasinski and Representative Petersburg.

Senator Jasinski commented the three items he focused on during the session were inflation, law enforcement and education. He was disappointed a bonding bill was received for consideration and also hoped a reduction in the state's tax rate would have been approved which would have given every Minnesota taxpayer some relief.

City Administrator Busse commented she was very disappointed a bonding bill was not finalized. The City of Owatonna lost $7 million for the Wastewater Treatment Plant Project and $11 million for other projects. She agreed this was a tough session and commented local constituents are hurting so I hope you will push for a Special Session to consider passage of a bonding bill.

Senator Jasinski commented a Special Session must be requested by the governor and he also hopes a session will be held for this.

Council Member Raney commented they had described the legislative session as disappointing and discouraging; he would call it embarrassing. Legislators need to figure out how to get things done during the legislative session. You need to figure out what will work and work together to get it done.

Council President Schultz thanked Senator Jasinski and Representative Petersburg for what they have done for Owatonna. He commented we know you do fight for us but there are currently a lot of people upset about things that didn't get approved.

Consent Agenda

Council President Schultz explained council members review the Consent Agenda items prior to the meeting for approval in one motion. Consent Agenda items for this meeting include:

Minutes – City Council Meeting – June 7, 2022
Minutes - OPU Commission Meeting - April 26, 2022
Minutes - Park Board Meeting - May 9, 2022
Minutes - Planning Commission Minutes - May 10, 2022
Minutes - Human Rights Commission Meeting - May 10, 2022
Minutes - Airport Commission Meeting - May 12, 2022
Minute s- Library Board Meeting - May 17, 2022

Minutes - HRA Board Minutes - May 23, 2022
Minutes - Planning Commission Minutes - June 14, 2022
Building & Inspection Reports - May 2022
Weed/Nuisance Complaint Inspection Report
Event Permit - Movie at River Springs Water Park – June 24, 2022.
Event Permit - Wednesday Night Car Shows – first Wednesday nights for the next three months (July, August and September)
Culture Assessment & Blueprinting Agreement - Employee Strategies
Club Car Maintenance Agreement – Club Car, LLC

Council Member Boeke made a motion to approve these Consent Agenda Items; Council Member Burbank seconded the motion; all members present voted aye for approval.

Finance Report

Council Member Raney recapped payments made more than $20,000 for this period. Bills presented for payment total $612,366.87. Council Member Dotson made a motion to approve payment of these bills, Council Member Boeke seconded the motion, all members present voted aye for approval.

Proposed Ordinance 22-09 – Z347 Saia Motor Freight Zline Zone Change

Community Development Director Klecker presented the first reading of Proposed Ordinance 22-09 authorizing Application Z-347 received from Saia Motor Freight Line, LLC for property located at 140 Alexander Drive SW. They have a purchase agreement with current property owner, Cheyney Owatonna LLC with intent to construct a trucking terminal at this location. The Planning Commission held a public hearing on this rezoning request from B-2, Community Business District to t1, Light Industrial District. They received no objections during their hearing and recommend approval. Council Member Raney made a motion for approval, Council Member Boeke seconded the motion. With a roll call vote, voting aye were Council Members Raney, Voss, Dotson, Burbank, Boeke and Schultz; the motion was approved. The second/final reading of Proposed Ordinance 22-0 will be heard during the next Council Meeting on July 5, 2022.

Resolution 60-22 Purchase Property at N Elm Avenue and 11th Street NE

Community Development Director Klecker requested approved of Resolution 60-22 authorizing purchase of property at the corner of 11th Street NE and N Elm Avenue from Daniel Bosshart. This property consists of four parcels containing a total of 0.87 acres along Maple Creek, it is all wooded and within the floodplain. One of the lots is buildable but would need fill material to raise it up high enough. The property owner approached staff about the City purchasing the property as he has decided not to build on this property. This would be a good property for the City to acquire to continue our flood mitigation efforts; the City owns the adjacent property south of this property which was acquired as part of our flood mitigation efforts. This is also an area for a possible trail along Maple Creek, the City's Master Park Plan shows a possible trail connection between the Buxton Trail and North Straight River Trail through this area. Acquiring this property keeps that trail connection a possibility in the future. The total purchase price for all four parcels is $11,000. There is also $2,500 in deferred assessments on the property if the property were ever developed. Since the property would

not be developed under City ownership, the City will waive $2,500 in deferred assessments. Council Member Raney made a motion to approve Resolution 60-22 authorizing this property purchase, Council Member Voss seconded the motion, all members present vote aye for approval.

Change Order #4 – North Street Scape Project - JJD Companies

Public Works Director Skov presented Change Order No. 4 for the 2021 North Cedar Avenue Street Scape Project. This request form JJD Companies will modify the contract to reflect changes due to electrical discrepancies. The contract amount will increase by $235,000, bringing the total contract to $4,318,238.55. Council Member Dotson made a motion for approval, Council Member Burbank seconded the motion, all members present voted aye in approval.

Tennis Pro Agreement – Matt Hokanson

Park and Rec Director Tuma presented a Tennis Pro Agreement for Matt Hokanson. Matt began in this position in April of 2021 with an agreement structured as an incentive-based revenue split with programs and a base salary. The current agreement expires June 30, 2022. The Tennis Pro provides 15 hours a week facility coverage. The proposed agreement is a 2-year Tennis Pro extension which includes the addition of pickleball programming and play and an annual increase of $5,000 to the base salary and a 2% increase in program revenue split. This agreement provides:

- Year-one $5,000 base increase ($35,000) and Year-two another $5000 increase ($40,000).
- The contractor is responsible for all his own staff and program supplies.
- Responsible for cleaning and maintaining the courts, saving the City money on staff time to complete those tasks.
- The City will receive a percent of all lessons, leagues and tournament revenue generated by the Contractor.

There will be operational expenses to upgrade the facility for pickleball use. These expenses would include $1,500 for nets and hiring a contractor to add pickleball lines on two courts. Council Member Dotson made a motion for approval, Council Member Raney seconded the motion, all members present voted aye and the motion carried.

Staff Updates

Community Development Director Klecker gave a brief update on progress of several projects: Courtyard Hotel is in their final stages of construction; they plan to open the first week of August; Community Pathways has set walls and now working on interior finishes' Smart Bus is now an enclosed structure and working on interior projects; entities waiting for design work or drawings from their architects/engineers include the apartments on 26th & Cedar Ave, the Holiday Gas Station, Kuepers Apartments, and Monson Eye Clinic.

Public Works Director Skov commented construction continues in the 100 block of N Cedar Avenue; benches, lights and landscaping are being added in the 200 and 300 blocks; the North Cedar Avenue Street Scape Project Completion by July 20, 2022. A concept planning meeting was held last week for the wastewater treatment plant project and staff will

hold a preconstruction meeting later this week. Contractors are planning to begin mobilization on July 5th.

Park & Rec Director Tuma commented the River Spring Water Park has been very busy and swimming is also open at Lake Kohlmier. Staff will host a meeting on Thursday, June 23, 2022 at the Morehouse Chalet for the Parks Master Plan. WSB Engineering will work with steering committees, focus groups, park and trail users and the community at-large to create a new vision for four recreational areas: the current Cashman Park and recently donated Cashman property, Morehouse Park and Kaplan's Woods combined with Kaplan's Woods Parkway.

Public Comments

None

Council/Administration Comments and General Information

Council Member Raney encouraged everyone to drive through or walk the 200 and 300 blocks of North Cedar Avenue. Landscape woodchips remained in place during a recent storm and plants are growing, it is beginning to look the end of this project will soon be here.

: **Council Member Voss** commented he graduated from the Owatonna Leadership Academy this last week. Seventeen community members participated including Annie Garland, Editor of the Owatonna Peoples Press, Jenna Tuma, Park & Rec Director and Ed Hoffman, Fire Chief. He thanked the Chamber of Commerce for providing this, he was born and raised in Owatonna and got to see things during this training that he had never seen before.

Council President Schultz thanked everyone for attending the meeting.

Adjournment

At 8:39 pm, Council Member Raney made a motion to adjourn, Council Member Dotson seconded the motion, and all members presented voted aye in approval.

Dated: June 23, 2022
Respectfully Submitted,

Jeanette Clawson, Administrative Specialist