Owatonna City Council Minutes

Council President Schultz called the regular session of the Owatonna City Council to order on Tuesday, July 5, 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; Police Chief Mundale; Communications Manager Sheely; City Attorney Walbran; City Administrator Busse, Administrative Specialist Clawson. Council Member Svenby was unable to attend.

Agenda

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

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 20, 2022
Minutes - OPU Commission Meeting – May 24, 2022
Minutes - Park Board Meeting – June 13, 2022
Minutes - Human Rights Commission Meeting – June 14, 2022
Minutes – EDA Meeting – June 15, 2022
Minutes- Library Board Meeting – June 21, 2022
Building & Inspection Reports – June 2022
Weed/Nuisance Complaint Inspection Report
Exempt Permit – Eagles Ladies Auxiliary at SCFF.
Temporary On-Sale Liquor License – Owatonna Arts Center – November 10, 2022.
Outdoor Public Fireworks Display – Steele County Agricultural Society – July 4, 2022.
Traffic Signal Maintenance and Upgrade Change Orders – River City Electric Company

Council Member Boeke made a motion to approve these Consent Agenda Items; Council Member Dotson 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 $845,017.04. Council Member Dotson made a motion to approve payment of these bills, Council Member Burbank seconded the motion, all members present voted aye for approval.

Proposed Ordinance 22-09 – Z347 Saia Motor Freight Line, LLC - Zoning Change

Community Development Director Klecker presented the second/final reading of Proposed Ordinance 22-09, Application Z-347 received from Saia Motor Freight Line, LLC. This is a request to change zoning of the property located at 140 Alexander Drive SW from B-2, Community Business District to t1, Light Industrial District. Council approved the first reading of this proposed ordinance during their last meeting and there have been no changes since. Council Member Voss 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. This will be known as Ordinance 1636.

Resolution 61-22 Premises Permit to Conduct Lawful Gambling – Owatonna Wrestling Association

City Administrator Busse requested approved of Resolution 61-22 authorizing a Premises Permit to Conduct Lawful Gambling by the Owatonna Wrestling Association (OWA) at Tavern Nine, 1369 E Cherry Street. Current City Code allows an organization to hold up to five permits at an establishment with an On-Sale License, this will be their fourth site. OWA offers pull-tabs at Just One More, Reggie's Brewhouse and lava Burger & Wings. Council Member Raney made a motion to approve Resolution 61-22, Council Member Burbank seconded the motion, all members present vote aye for approval.

Resolution 62-22 Conduct Lawful Gambling Offsite – Owatonna Wrestling Association

City Administrator Busse requested approved of Resolution 62-22 approving application received from Owatonna Wrestling Association (OWA) to hold a raffle at Mineral Springs Brewery on Saturday, July 23, 2022. Council Member Dotson made a motion to approve Resolution 62-22, Council Member Boeke seconded the motion, all members present vote aye for approval.

Resolution 63-22 Accept Bids and Award Contract – 2022 Street & Utility Project

Public Works Director Skov requested approved of Resolution 63-22 to accept the bids and award contract of the 2022 Street and Utility Project.

Under the direction of City Council, the 2022 Street & Utility Project was rebid after plan modifications. Bids were received on June 29, 2022, for the 2022 Street & Utility Project. Bids were received from four (4) companies:

JJD Companies, LLC of Blooming Prairie, MN	$2,112,599.40
G M Contracting, Inc. of Lake Crystal, MN	$2,306,115.59
Holtmeier Construction, Inc of Mankato, MN	$2,336,136.99
Ims Contracting, LLC of Dodge Center, MN	$2,520,331.50

This project will be paid for by a combination of City funds and special assessments. The total cost to be assessed is estimated at $363,616.76. Council Member Raney made a motion to approve Resolution 63-22 awarding the contract to JJD Companies; Council Member Boeke seconded the motion, all members present vote aye for approval.

On-Sale Liquor License – Courtyard Owatonna Downtown

City Administrator Busse presented the application received from Paul Wischermann of Wischermann Partners, Inc. for a liquor license at the new downtown hotel, Courtyard Owatonna Downtown. The hotel plans to open during the first week of August and request this new liquor license become effective during July to allow them to begin training and receiving inventory.

Ken Beck, City Building Official, is working with the contractor to issue the Certificate of Occupancy; he confirmed construction in the restaurant/bar area is complete to receive liquor stock. Brian Billington, General Manager was present to answer any questions and thanked Council as they prepare to open in a few weeks. Council Member Dotson made a motion for approval, Council Member Voss seconded the motion, all members present voted aye in approval.

BearCat Safety Vehicle Purchase

Captain Mundale Member presented request to allocate $30,000.00 towards the purchase of a BearCat Safety Vehicle by the South-Central Drug Investigative Unit (SCDIU). SCDIU serves the cities and counties of Steele, Faribault, Freeborn, and Waseca. This is the standard safety vehicle in the industry for law enforcement armored response and rescue vehicles This vehicle would be based in Waseca to support the SCDIU Special Weapons & Tactics Team (SWAT) to safely respond to, and approach active shooter events, barricaded subjects, high-risk warrant service and rescue missions. SCDIU member agencies have agreed to purchase a BearCat in the sum of $315.513, a private donation is generously funding one-half of the purchase price. Collectively, SCDIU member agencies will fund the balance of approximately $157,756; the City of Owatonna's share will be $30,000. Council Member Raney made a motion for approval, Council Member Burbank seconded the motion; all members present voted aye in approval.

Construction Service Agreement - WWTP Expansion Project – Materials Testing

Public Works Director Skov requested approval to accept the proposal received from Terracon for Quality Assurance Testing for the Wastewater Treatment Plant (WWTP) Expansion Project. Scope of their proposed services includes:

Excavation Observations and Soil Testing
Reinforcing Steel Observations
Concrete Testing
Masonry Observations and Testing
Post-Installed Anchor Installation Observations and Testing
Observations of Welded and Bolted Connections

Cost for this quality assurance testing during the construction process will be $148,712.50. Council Member Voss made a motion for approval, Council Member Burbank seconded the motion; all members present voted aye for approval.

Staff Updates

Community Development Director Klecker commented Bird Ride plans to place scooters in Owatonna later this week. They have a Fleet Manager and will provide information on their company website when available. The number of Building Permits issued this year is less than last year but similar in valuation. Staff is working to implement the new software for Building and Inspections. HRA recently approved $50,000 towards the Housing Trust Fund with Mn Prairie. Mn Prairie received a grant and staff will be working with them to increase affordable housing opportunities within Owatonna.

Public Works Director Skov invited everyone to the Groundbreaking Ceremony planned Friday, July 8th at 8:30 am for the Wastewater Treatment Plant Expansion Project. A brief update on street project: Truman Avenue Project has completed; North Streetscape Project – met with contractor and engineers on Friday. The deadline for the 100 block will be extended to August 20th. Work in the 200 and 300 blocks and the intersection of Vine and Cedar should be completed by July 20th. One overlay will be removed from the 2022 project list, the cost of asphalt has increased significantly.

Communications Manager Sheely commented the second edition of the Owatonna Chronicles, a monthly publication in collaboration with Owatonna Peoples Press (OPP) was issued Saturday, July 2nd for delivery to all Owatonna households. If residents did not receive their copy, she asked that they should contact her or Owatonna Peoples Press. Also, the Chamber of Commerce released a RFP for the community branding project, this will be brought to Council for review/approval when more information is available.

Police Chief Mundale commented transition to his new position has gone well. New Patrol Officers Maya Johnson and Madison Ziegler are doing a great job and applications are now being accepted for one more Police Officer until this Friday, July 8, 2022.

Public Comments

Ari Kolas, Principal with Hamilton Real Estate thanked Mayor Kuntz, Council Members and City staff for working with them on their projects within the City of Owatonna. Last year, at this time, they started the Pearl Apartments which were opened in April and are 100% occupied. Construction on the downtown hotel has been challenging, but everything is on schedule, and they plan to open August 2, 2022. The Lily & Rose Boutique and Downtown Bagel Shop are open. They haven't secured a restaurant for the former Jerry's location, but they have received several inquiries and meetings are scheduled so he hopes they can make an announcement soon.

Brian Billington, General Manager, Courtyard Owatonna Downtown, commented he moved to Owatonna eight months ago as construction was being done. Most staff members have been hired but there are a few positions still available to fill prior to their opening next month.

Council/Administration Comments and General Information

Council Member Dotson commented the 4th of July fireworks looked great and hoped everyone enjoyed the display.

Mayor Kuntz added it is nice to have a 4th of July holiday and thanked all the troops that have made this an independent country.

City Administrator Busse commented Chief Mundale will be sworn in by Judge Buetel during the next Council Meeting on July 19, 2022.

Council President Schultz thanked everyone for attending the meeting.

Adjournment

At 7:28 pm, Council Member Raney made a motion to adjourn, Council Member Dotson seconded the motion, and all members presented voted aye in approval.

Dated: July 15, 2022
Respectfully Submitted,

Jeanette Clawson, Administrative Specialist