



CITY COUNCIL MEETING
Wednesday, August 6, 2025 at 7:00 PM
Council Chambers, City Hall at 540 West Hills Circle
Roll Call: Council Members Voss, Dotson, Burbank,
Boeke, McCann, Svenby, and Raney

4:30 p.m. – 6:30 p.m.: Join the City Council, Mayor, and community members to honor City Administrator Kris M. Busse in the Owatonna Arts Center. Ms. Busse is retiring; she has served the City of Owatonna since 2007. Refreshments will be served beginning at 4:30 p.m. with a brief program at 5:30 p.m.

1. INTRODUCTORY ACTIONS: Call to Order; Roll Call and Pledge of Allegiance

- 1.1. Council Agenda
- 1.2. Mayor Jessop
 - 1.2.1. Resolution 37-25: State of Emergency Declaration

2. CONSENT AGENDA ITEMS

- 2.1. Minutes – Council Meeting – July 15, 2025
- 2.2. Board / Commission Minutes
 - 2.2.1. Airport Commission Minutes - July 10, 2025
 - 2.2.2. Planning Commission Minutes - July 22, 2025
 - 2.2.3. HRA Board Minutes - July 28, 2025
- 2.3. Department Reports:
 - 2.3.1. Fire - Monthly Dashboard and Activity Report - June 2025
 - 2.3.2. Weed/Nuisance Inspection Report - July 29, 2025
 - 2.3.3. Building Inspection Monthly Report - July
- 2.4. Licenses/Permits
 - 2.4.1. Event Permit - Tree Giveaway in Central Park for Properties in an Environmental Justice Area - September 5, 2025
 - 2.4.2. Temporary Liquor Permit - Downtown Business Partnership - GEM Days - August 8 & 9, 2025
 - 2.4.3. Exempt Permits - Owatonna Robotics Booster Club - Bingo/Raffle - September 18, 2025 and October 23, 2025
- 2.5. Miscellaneous
 - 2.5.1. Change Date of City Council Meeting - Tuesday, November 4, 2025 to Wednesday, November 5, 2025
 - 2.5.2. Memorandum of Agreement - School Resource Officer - IDS #761
 - 2.5.3. Geotechnical Services Agreement - 2026 Infrastructure Improvements - Braun Intertec

2.5.4. HealthiestYou Service Agreement - Teladoc Health, Inc.

2.5.5. Subscription Update - NeoGov

3. ACTION ITEMS

3.1. Finance Report

3.2. Resolutions

3.2.1. Resolution 38-25 Adopt Steele Co Hazard Mitigation Plan

3.2.2. Resolution 39-25: CUP-21 Mini Storage Facility - 1980 Austin Rd SE

3.2.3. Resolution 40-25: Amend 2025 Authorized Signatories

3.2.4. Resolution 41-25: Name Responsible Authority for Data Practices - Jenna Tuma

3.2.5. Resolution 42-25: Set Public Hearing on September 2, 2025 - Street Reconstruction Plan

3.2.6. Resolution 43-25 Set Date for Public Hearing - Establishment of Development District 22 and Adoption of a Development Program for Development District 22

3.3. Miscellaneous

3.3.1. Garbage/Refuse Hauler Permit - Junk Solutions LLC - Ellendale MN

3.3.2. On-Sale Wine and 3.2% Malt Liquor License - Little Theatre of Owatonna, 560A Dunnell Drive

3.3.3. 2025 Street & Utility Project Change Order #1 - Wencil Construction, Inc.

3.3.4. 2025 CIP Overlay Change Order #1 - Crane Creek Asphalt

3.3.5. WWTF Expansion Change Order #22 - Rice Lake Construction Group

3.3.6. WWTF Expansion Change Order #23 - Rice Lake Construction Group

3.3.7. WWTF Expansion Change Order #24 - Rice Lake Construction Group

3.3.8. WWTF Expansion Change Order #25 - Rice Lake Construction Group

3.3.9. End User Agreement - Verified First

4. STAFF REPORT - Ryan Brown, IT Director

5. PUBLIC COMMENTS: Please limit comments to 2 minutes. Please approach the microphone, sign-in and state your name and address for the record after being acknowledged by the Council President. Speakers will be limited to two minutes to deliver their comments. Those speaking are asked to conduct themselves in a respectful manner as they deliver their comments. Audience members are asked to refrain from reacting to comments. The City Council will not respond directly to comments in this venue or take immediate action in response to them.

6. COUNCIL COMMENT AND GENERAL INFORMATION

7. ADJOURN