

Owatonna City Council Minutes

Council President Schultz called the regular session of the Owatonna City Council to order on Tuesday, September 6, 2022, at 7:00 p.m. in Council Chambers at City Hall. Present were Council Members Burbank, Boeke, Raney, Voss, Svenby, Dotson and Schultz; Public Works Director Skov; Community Development Manager Kruschke; Parks and Rec Director Tuma; City Attorney Walbran; City Administrator Busse, and Administrative Specialist Clawson. Mayor Kuntz was unable to attend

Agenda

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

Proclamation - Welcome Week

Council Member Boeke read the Mayor's Proclamation for Welcoming Week the week of September 19 – 23, 2022. Community members, residents, business leaders and civic groups are encouraged to make the city a more welcoming place for new and long-term residents. The Owatonna Human Rights Commission is preparing celebration of the 2022 Welcoming Week to bring neighbors together to build relationships and work together on shared goals.

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 – Council Meeting – August 16, 2022

Minutes - OPU Meeting - July 26, 2022

Minutes - EDA Meeting - August 17, 2022

Minutes - Human Rights Commission Meeting - August 8, 2022

Minutes - HRA Board Meeting - August 22, 2022

Minutes - Planning Commission Meeting - August 23, 2022

Weed / Nuisance Inspection Report – August 12 to September 1, 2022

Building & Inspection Reports - August 2022

Temporary Liquor Permit - Two Rivers Habitat for Humanity - April 1, 2023

Event Permit - Ribbon Cutting for N Cedar Avenue Streetscape Project - October 13, 2022

Event Permit - Relay for Life - September 24, 2022

Event Permit - N Bluff Block Party - September 17, 2022

Event Permit - OctoberFest at Brooktree Golf Course - October 22, 2022

Traffic Signal Maintenance and Upgrade Change Order - River City Electric Co

Four-Season Rental Agreement - Have a Healthy and Safe Program – September 14, 2022

Council Member Voss made a motion to approve these Consent Agenda Items, Council Member Burbank seconded the motion and all members voted aye for approval.

Finance Report

Council Member Raney recapped payments made more than \$20,000 for this period. Bills presented for payment total \$1,480,515.63. Council Member Svenby made a motion to approve payment of these bills, Council Member Dotson seconded the motion and all members voted aye for approval.

Proposed Ordinance 22-11 for Updates to Stormwater Ordinances

Public Works Director Skov presented proposed these updates to the 2015 City Code:

- 1) Chapter 90 – Animals. Chapter 90 – Animals. Section 90.11 - Removal of Animal Debris : The owner or agent of any animal in a public park or on public property shall remove animal feces left by the animal and deposit the same in a trash receptacle or otherwise remove the same from the premises.
- 2) Chapter 52 – Storm Water
 - a) Section 52.04 ERU increased 3% from the 2022 rate, effective January 1, 2023.
 - b) Section 52-28 Illicit Discharge Detection and Elimination
 - 1) Add Pet Waste
 - 2) Add Commercial, Industrial, and Industrial Salt Storage: All commercial, industrial, and institutional properties storing salt shall store the salt undercover or indoors. All salt must be stored on an impervious surface. Property owners shall implement best management practices to reduce exposure when transferring material in designated salt storage areas.
 - c) Section 52.29 Stormwater Management Plants (J) Post Construction Stormwater Management
- (3) Water Quality and Volume Control
 - i. Revise to new 1" WQV: All construction activity where the sum of the new impervious surface and the fully reconstructed impervious surface equals one or more acres shall provide post construction stormwater treatment and rate control. For non-linear projects, the water quality volume to be treated must be calculated as one (1) inch times the sum of the new and the fully reconstructed impervious surface. For linear projects, the water quality volume to be treat must be calculated as the larger of one (1) inch times the new impervious surface or one-half (0.5) inch times the sum of the new and the fully reconstructed impervious surfaces.
 - ii. Minimum impervious area draining to BMPs: The minimum impervious area draining to BMPs providing required water quality volume shall be equal to the sum of new and fully reconstructed surfaces or to the maximum extent practicable as determined by the City Engineer.
 - iii. Cumulative impervious to run with land. Projects adding new impervious surfaces and/or fully reconstructed surfaces will be considered in cumulative over the life of the property. Land disturbance activity applicable to this requirement will be determined with respect to all development or redevelopment that has occurred from the time of ordinance adoption
 - iv. Mitigation Provisions: Mitigation provisions for linear projects. If the owner believes that the entire water quality volume requirements cannot be met on the site of the original construction activity, the owner must provide adequate documentation to the city as support including attempts to acquire additional right of way or other permission to provide treatment for the full water quality volume. The owner must provide treatment for the water quality volume to the maximum extent practicable. No further off-site mitigation is required.
- d) Section 52.31 Erosion and Sediment Control (G)(2) As-Built Drawings: Single-family residential construction may be required to submit as-built drawings.

Council Member Raney made a motion for approval and Council Member Boeke seconded the motion. With a roll call vote, voting aye were Council Members Svenby, Voss, Dotson, Boeke, Raney and Schultz and Council Member Burbank voted nay, the motion carried. The second/final reading of this proposed ordinance will be heard during the next Council Meeting planned for October 4, 2022.

Resolution 70-22 Declare Costs – 2021 North Cedar Avenue Streetscape Project

Public Works Director Skov presented Resolution 70-22 to declare the costs of the 2021 North Cedar Avenue Streetscape Project. The total cost of the project is \$5,647,781.35 and Proposed Assessments total \$345,592.10. The Proposed Assessment Roll includes four properties with alley assessments, during the public hearing for this project, property owner Al Martin requested Council consider reducing or waiving these alley assessments as this project converted the alleys from vehicle to pedestrian traffic. Property owners along the alley in the 100 block did not receive alley assessments as they were included in the 2018 Downtown Alley Improvement Project. City Attorney confirmed no action necessary during tonight's meeting, Skov will review the property owner request and provide Council assessment detail, he estimated removing the alley assessments would reduce the number of assessments by approximately \$20,384. Council Member Boeke made a motion to approve Resolution 70-22, Council Member Dotson seconded the motion, all members voted aye in approval.

Resolution 71-22 Set Date for Public Hearing – Proposed Assessments 2021 North Cedar Avenue Streetscape Project

Public Works Director Skov requested approval of Resolution 71-22 setting a public hearing on Tuesday, October 4, 2022, to receive comments on the proposed assessments for the 2021 North Cedar Avenue Streetscape Project. Council Member Dotson made a motion to approve Resolution 71-22, Council Member Raney seconded the motion, all members voted aye in approval.

Resolution 72-22 Steele Waseca Electric Cooperative lot Split – SPLT-1

Community Development Manager Kruschke presented Resolution 72-22 for approval. This is a request for a lot split from Jamey Shandley, Hamilton Real Estate Group and Steele Waseca Electric Cooperative (SWEC) for the property located at 2411 West Bridge Street. The property, currently owned by SWEC, would be split for sale of the southern portion for industrial development. Owatonna Public Utilities and City Engineer requested a drainage and utility easement along the newly created lot line and both are satisfied with this easement being dedicated with the forthcoming plat. The sanitary sewer line in the SE corner was not covered by an easement so an easement needs to be provided for this sewer main that is 10' wide and centered on the main. The Planning Commission held a public hearing on this request and recommend Council approval with these four conditions:

- 1) The entire property shall be replatted, including the Steele Waseca property in order to subdivide any further lots.
- 2) A 10-foot-wide easement shall be dedicated for the sanitary sewer main line in the SE corner.

- 3) A 10-foot-wide drainage and utility easement shall be dedicated with the plat along the new property line.
- 4) The access on 24th Avenue shall line up with Alexander Drive SW.

Council Member Raney commented there is no date shown requiring when the plat must be recorded by. Kruschke explained the development plans have not finalized, this split must be done to allow recording of the sale documents. They would not be able to create another lot without platting the property which would be done with future application for Council approval. Council Member Raney made a motion to approve Resolution 72-22 authorizing this lot split as recommended by the Planning Commission, Council Member Burbank seconded the motion; all members voted aye in approval.

ICS Agreement – Facility Condition Assessment Update

Jenna Tuma, Director of Parks and Rec presented an agreement with ICS to update the City's Facility Condition Assessment Report. In 2019, ICS, an innovative facility solution company, provided a comprehensive facilities condition assessment report to the city which identified facility maintenance needs spanning 10-years and estimated costs. In the spring of 2022, a joint group of Council and staff formed a Government Buildings Task Force to explore the status and condition of the existing and future city-owned buildings. The Task Force toured 21 of the approximately 100 city-owned buildings and structures. The Task Force brought forward a plan of next steps including action items to address backlogged projects and future facility needs anticipated by the city. One of the immediate action items is to update the facility assessment report to reflect its current status. Once this report is updated, it will be a resource for other action items. It is expected to take thirty to sixty days to complete a reassessment and provide the report. A quote of \$7,000 to reassess facility maintenance needs and submit a report was received from ICS, who originally completed the facility condition assessment report. Council Member Boeke made a motion to approve this agreement, Council Member Voss seconded the motion; all members voted aye in agreement.

Staff Updates

Public Works Director Skov commented streetlights have been painted and now waiting for camera installation. The trash has been removed from the WWTP construction site and waiting for installation of the new membrane structure. The contractor began work on Lynn Avenue today with removing the layer of asphalt. Council Member Boeke asked if remediation soils were more than expected. Skov answered they expected more of a soil cap but there was a lot of trash. Fortunately, materials were delivered to the Steele County Landfill under a daily charge, so the City incurred the trucking expense, but no dump tipping fees. Council Member Burbank asked who would have access to view camera footage from the street intersections. Skov explained the cameras are motion detectors to control the lights but do not record.

Parks and Rec Director Tuma commented projects in process include the Fire Hall restoration and tuck pointing, the Central Park Fountain, and Council Chambers at City Hall. Applications are being accepted for Deer Management until September 14th; there are 34 spots in 10 parks. An on-line survey will be sent during September asking what services are needed for senior residents and then there will be listening sessions planned; she will keep Council informed when the survey is sent. Lake Kohlmier Beach and the River Spring Water Park (RSWP) have closed for the season. Numbers at RSWP were very good, they were slightly lower than last year but there was cool weather during June. Bids are due this Thursday, September 8th for the RSWP Filtration & Pump Replacement Project. Brooktree Golf Course has also been doing really well this year.

Community Development Manager Kruschke commented Public Works and Planning & Zoning permits were available on the City's website via Open Gov effective August 1st. The new process is all electronic and all parties can see progression of the permit application. Previously applications for zoning requests were required to submit five copies of plans and now no paper copies needed. After a brief display of the online process, Council Member Svenby asked if summary reports were available to the public, Kruschke explained individuals can follow progress of only their permit applications. Council President Schultz asked if staff continues to offer assistance to permit applicants; Kruschke commented staff has been entering many small project applications, the new program will speed up the approval process for applicants with frequent applications.

Public Comments:

Connie Nechanicky, 1424 NE 26th Street commented she and several others were present to ask about plans for the pool at the West Hills Gym or if there were any plans to discontinue offering water aerobics. They believe many senior residents benefit from the water aerobics offered and they hope the pool will not be closed. Her 96-year-old mother is present tonight, she has some slight difficulty walking but can participate in water aerobics quite well. Council Member Schultz commented there have been many discussions about this pool. P&R Director Tuma commented the pump was repaired several years ago and if another repair becomes necessary, the City will need to consider if it would be cost effective to fix the break. The City values it's senior population and their input, she asked them to participate in the P&R Listening Sessions planned and take the on-line survey, she asked them to leave their names and e-mail addresses to contact.

Faye Flemke, 445 Cindy Lane commented she also participates in water aerobics. She is thankful for how well the City's parks and trails are taken care; but believes there should also a place available for use during the long winter months. She commented the play equipment at Gainey Park hasn't been updated for many years. Another item that concerns her is the entrances to Burger King and the Holiday Station Store on Allan Avenue are too close to the Bridge Street intersection which could cause a serious accident; many motorists are not expecting someone to turn in at these first entrances and she believes it would be better to remove these access points.

Jane Hogan, 233 E McKinley, asked what the City would do if the current indoors pool were destroyed? P&R Director Tuma commented there haven't been any plans made, conversations are beginning to hopefully get ahead of the age of the pool. Hogan commented she had problems walking and participating in water aerobics has really helped her. She recently moved back to Owatonna her hometown and glad an indoor pool was available. If any plans are made, she hopes it will be to revamp or rebuild a pool within Owatonna so travel to another city would be needed. She recently received a book of classes offered within the community and water aerobics wasn't included. P&R Director Tuma commented the book was prepared by the school district with detail of classes offered through Community Ed, the water aerobics are offered through the city. Council Member Dotson thanked them for coming to the meeting and their comments; he assured them Council is trying to be realistic of current conditions and appreciate resident input. If the current pool needed repair, other local sites could be contracted for classes if available.

Council/Administration Comments and General Information

Council Member Voss congratulated Public Works Director Skov and Community Development Manager for the near completion of the North Cedar Streetscape Project.

Council Member Dotson asked everyone to keep Tim and Jen O'Connor and their family in their prayers. Unfortunately, their 12-year-old son Evan passed away this morning following heart surgery several weeks. Tim is a Systems Administrator in the City's IT Department.

Council Member Boeke commented he served on the Parks & Rec board when construction of the RSWP was being considered. It will take a grassroot effort to get something planned and hopes the City won't have to use private facilities for use. This has been part of Council discussions and needing resident input for direction wanted.

Council Member Raney commented his grandmother was active until she passed away at the age of 105. He reminded everyone North Cedar Avenue has opened to traffic and he encouraged everyone to stop and support our local businesses.

City Administrator Busse commented she was going to give an update for Communications Manager Sheely who was attending another meeting, but as Sheely just joined this meeting, she asked for her comments.

Communications Manager Sheely commented she was contacted by KTTC TV in Rochester about the News Release sent yesterday about plans for Welcome Week Activities. They are planning to interview several Human Rights Commissioners about this upcoming event which will be good promotion of the City of Owatonna.

Council President Schultz thanked everyone for attending the meeting. Information was leaked the pool is old and we wanted some feedback. It is good to see everyone here and hear your comments.

Adjournment: At 8:03 p.m., Council Member Svenby made a motion to adjourn, Council Member Boeke seconded the motion, and all members voted aye in approval.

Respectfully Submitted,

Jeanette Clawson, Administrative Specialist