

Owatonna City Council Minutes

April 4, 2023

Tuesday, April 4, 2023 at 7:00 p.m. Council President Schultz called the regular session of the Owatonna City Council to order in the Gainey Room at the Owatonna Public Library. Present were Council Members Raney, Voss, Burbank, Boeke, Dotson and Schultz; Mayor Kuntz; Community Development Director Klecker; IT System Administrator Sticken; Assistant City Attorney Furness; City Administrator Busse, and Administrative Specialist Clawson. Council Member Svenby was unable to attend.

Council Agenda

Following the Pledge of Allegiance, Council President Schultz welcomed everyone to the new meeting location. A Groundbreaking Event for the Chamber Renovation Project was held today as the project begins and Council Meetings will be held at the library during construction which is planned to be completed early this fall. Council Member Boeke made a motion to approve the agenda as presented, Council Member Burbank seconded the motion, all members present voted aye for approval.

Proclamation - Child Abuse Prevention Month

Mayor Kuntz made proclamation of April as Child Abuse Prevention Month. Communities help promote programs and activities that create strong and thriving children and families. Working together as a community increases awareness about child abuse as prevention remains the best defense for our children. Effective child abuse prevention activities succeed because of the partnerships created between child welfare professionals, education, health, community- and faith-based organizations, businesses, law enforcement agencies, and families. During April, dedicate yourself to the task of improving the quality of life for all children and families.

Consent Agenda Items

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 – March 21, 2023

Minutes – HRA Meeting – January 27, 2023

Minutes - Owatonna Public Utility Commission Meeting - January 31, 2023

Minutes - Planning Commission - March 14, 2023

Minutes - Owatonna Public Library Meeting - March 17, 2023

Fire Department Monthly Dashboard and Activity Report – February 2023

Temporary Liquor License – Smokin' in Steele BBQ - June 1-3, 2023 - Knights of Columbus

Retail Fireworks License - Cash Wise

Renew Annual Tree Trimmer Permits:

Dave's Tree Care, Owatonna MN

Boyum Tree Service LLC, Owatonna MN

From the Ground Up Lawn Care and Clean-Up, LLC, Owatonna MN

Event Permit - National Day of Prayer - May 4, 2023- Owatonna Ministerial Association

Event Permit - Corky's Earlybird Softball Tournament - May 5-7, 2023 with Exception to City's Noise Ordinance and Extension of Curfew

Event Permit - Outdoor Patio - May 7 - October 29, 2023 and a 5k Fun Run on May 14, 2023 – Foremost Brewery

Event Permit - 2023 Safety Camp - June 8-9, 2023

Event Permit - Color Run - May 13, 2023 - OHS National Honor Society

Event Permit - Memorial Day Parade - May 29, 2023 – VFW Post 3723
and American Legion Post 77

Event Permit - Food Truck Rally - June 24, 2023 – Mineral Springs Brewery

Event Permit - Fun Run - June 24, 2023- OCC Young Professionals Association

Event Permit - Larson/Gresham Wedding in Mineral Springs Park - July 1, 2023

Event Permit - Walk to End Alzheimer's - September 23, 2023 – Alzheimer's Association

Statement of Work and Masters Service Agreement - 2022 Audit - CliftonLarsonAllen LLP

Farmland Lease Agreements - Crop Years 2023 and 2024 for EDA owned land in the Industrial
Park and City owned parcels near the airport:

4 parcels – 133 total acres – \$44,340.00/year - Andrew Hunt, Owatonna, MN

1 parcel – 88 acres - \$37,928.00/year – Davin Janke, Owatonna, MN

2023 Merrill Hall Lease Agreement – Wee Pals

Advanced Audio & Visual Agreement - Council Chambers Project

Change Date of Council Meeting to Monday, June 19, 2023

Council Member Voss made a motion to approve these Consent Agenda items, Council Member Dotson seconded the motion.

Council Member Boeke asked about a message he received regarding the lease for the city-owned farm parcel near the airport. Community Development Director Klecker explained this parcel and a privately owned adjacent parcel has been rented by the same farmer for many years. This year, the privately owned parcel was leased to another farmer who hoped they would also acquire lease the City owned parcel and continue farming these parcels together. Our lease was put out for bid and they were not the high bidder. We will put the parcel out for bid every two years which will be the most beneficial over time; this year, we will incur the cost of a property survey to establish the property line and set the parcel boundaries.

Council Member Boeke asked why Corky's Softball Tournament receives discounted fees. City Administrator Busse commented there is a Memo of Understanding for this tournament which is reviewed and considered each year. The city is recognized as one of the sponsors for this tournament which brings additional business, tourism and events to our community.

With no additional comments, all members present voted approval of the Consent Agenda Items.

Finance Report

Council Member Raney recapped payments made for amounts greater than \$20,000 during this period. The total amount of bills presented was \$3,257,727.37. Council Member Boeke made a motion to approve payment of all bills, Council Member Burbank seconded the motion, all members present voted aye for approval.

Proposed Ordinance 23-06: Vacate Portion of Drainage and Utility Easements - 2807 Timber Ridge Dr NE

Community Development Director Klecker requested approval of Proposed Ordinance 23-06 to approve VACA-23-1. The council approved the first reading of this proposed ordinance during the March 21st Council Meeting. Petition was received from Christina Wetmore, 2807 Timber Ridge Dr NE to vacate a portion of a drainage and utility easement to allow construction of a new home. Two parcels will be combined into one to allow a new home to be built over the current property line separating these parcels. There is an emergency overflow easement through this parcel which will be redesigned. The developer was present during the last council meeting and advised they will grade in the swale. Council Member Raney made a motion for approval, Council Member Voss seconded the motion. Council Member Boeke commented he will vote in opposition; he believes additional options should be considered to protect property owners from potential flood liability. With a roll call vote, voting aye were Council Members Dotson, Burbank, Raney, Voss and Schultz; Council Member Boeke voted nay, the motion carried. This will be known as Ordinance 1645 to be effective upon publication.

Staff Comments – None Heard

Public Comments - None Heard

Mayor and Council Comments:

Council Member Raney commented that the Police Recognition Ceremony held prior to our Council Meeting tonight was a wonderful event for our law enforcement personnel. Many times, we forget tasks they do, and we don't want to take for granted all the things they do. The stories told for the commendations awarded were amazing and show how much our police force supports our city.

(Prior to the Council Meeting, a Recognition Ceremony was held in the Adult Reading Room at the Owatonna Public Library. Patrol Officer Matt Tomsche was sworn in and Joseph Bueltel, Chief Judge of the Third District administered the Oath of Office. Seven commendations were awarded: Class E Commendation: Reserve Sergeant Michael Leyva, Class D Commendations: Officer Brady Vaith, Officer Luke Selvik, Officer Kyle Martin, Officer Michael Brein; and two Class C Commendation to Detective Christian Berg.)

Earlier this afternoon, the ceremonious first shovels of dirt were tossed for our Council Renovation Project and Council Meetings will be at the Library during the next 5-6 months. Thanks to staff for setting up our new meeting site and bearing the parking changes at City Hall during this project.

Mayor Kuntz added we are all very proud of our law enforcement officers and it was nice to see our force dressed in their blues tonight.

Council President Schultz also commented he enjoyed listening to the stories for the police commendations awarded. These tasks might be an everyday occurrence for our officers, and we want to say thank you and let them know we are proud of the job they do.

Adjournment

At 7:20 p.m., Council Member Raney made a motion to adjourn, Council Member Boeke seconded the motion and with no objection, the meeting ended.

Respectfully submitted,

Jeanette Clawson, Administrative Specialist