



MINUTES
April 7, 2020 / 6:00 pm
REGULAR COUNCIL MEETING

- **CALL TO ORDER:** 6:01 PM
- **PLEDGE OF ALLEGIANCE**
- **ROLL CALL:** Martell, Bissen, Pfiffner, Walsh
- **ACTION TO CHANGE AGENDA**

1. **Consent Agenda:** Motion to consent the Agenda made by Pfiffner. Second by Bissen. Unanimous.

All items listed under the consent agenda are considered routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.

1.1 Minutes:
Mar 4, 2020

1.2 Bills Payable Through: Mar 31, 2020

1.3 Consolidated Balance Sheet Mar 31, 2020

2. **Swearing in of Council Member Tom Oldenberg**

3. **Emergency COVID 19 Resolution 2020-04:** Motion to adopt Resolution 2020-04 made by Martell. Second by Pfiffner. Unanimous.

4. **Water/Waste Water/City Engineer Report:** Vetsch discussed the completion of the Phosphorus Management Reporting required for the City's permit. Vetsch was able to complete and submit the report. He also provided an update that the new power gate part has been ordered.

4.1 GIS Mapping: Matt Vetsch provided 2 quotes for GIS mapping services, one from Graef and the second from Cartegraph. This would allow the city to track many City systems and processes and also assist with reporting requirements. The Council felt that this would be a great tool for the City, however, they felt that now is not the right time to move forward. The Council tabled for future discussion.

5. **Library/City Hall/City Center Report:** Mayor Walsh noted that at the Library Board meeting they had decided to continue paying the Library Director while the library was closed.

6. **Police Dept./City Attorney Report:** Chief Schuldt reminded everyone to lock their doors and take extra precaution during the COVID-19 pandemic. He also informed the Council that he has completed the State wide survey and the City is in compliance with the Governors order. The Houston County EOC will be moving forward with bi-weekly meetings during the COVID-19 Pandemic and they will provide updates and resources. He invited anyone to join the meetings. Chief Schuldt also provided a copy of Governors Emergency Executive Order 20-04.

6.1 Hiawatha Valley Education District – City Center Lease: Attorney Skip Wieser presented the Draft Agreement for Hiawatha Valley Education District Lease of the City Center at 211 Main Street.. HVED would lease the 2nd level of the City Center and share space on the 1st level including the Kitchen, Gymnasium, and Restrooms. The yearly rent would be \$25,000 and would include gas, electric, and water utilities but would not include garbage or janitorial. The Council had discussion about the increase of utility costs. A motion to table the discussion and allow further negotiations related to utility cost share was made by Martell. Second by Bissen. Unanimous.

7. **Streets / Maintenance Report:** Matt Vetsch provided a quote from La Crosse Truck Center for parts to repair the City Dump Truck power steering. The cost of all parts would be \$2,144.73. A motion to move forward with repairs was made by Martell. Second by Bissen. Unanimous. Vetsch discussed the work to be done on Potters Alley to finish the project to be submitted to HSEM for reimbursement. The alley surface needs to be completed which will include blacktop and a curb. W. Klaetsch Paving provided an estimate of \$6,700 to complete the work. A motion to move forward with W. Klaetsch and complete the alley surface was made by Martell. Second by Pfiffner. Unanimous. Vetsch reviewed the list of streets needing to be seal coated. Fifth Street, Sixth Street, Bench lane, and all alleys have not been seal coated in over 7 years. Vetsch also discussed the need to fix the path in the park and the Library parking lot. Vetsch will be getting quotes to complete the seal coating.

8. **Recreation Board Report:** Mayor Walsh and Don Bissen discussed the outcome of the meeting held by the Recreation Board. The Board discussed the need to have an adult in charge at the pool and they also discussed working with the

Clerk moving forward. They all agreed there needs to be more supervision. The Council also discussed the importance that the Recreation Board is an advisory Board and should report all processes and changes to the City Council. At this time they are unsure as to how Summer Rec will operate with the COVID-19 Pandemic.

9. **Planning Commission / Zoning Report:** Motion to approve Zoning Application 2020-01 related to a garage structure at 510 Ash Street made by Martell. Second by Pfiffner. Unanimous.

10. **New Business:**

10.1 Hokah City Center Update: Mayor Walsh noted that Kelly Kirchoff would borrow a stripper for the floors in the City Center if the City would purchase the wax needed. A motion to replace the windows in the Gymnasium and the 2nd floor bathrooms made by Martell. Second by Oldenburg. Aye: Martell, Oldenburg, Pfiffner, Walsh. Nay: Bissen.

10.2 Fire Truck Financing: Clerk Lindsey provided a new quote from First Bankers for financing the purchase of the Fire Truck. The Council had voted to finance the Fire Truck with Mid America Bank Lease on March 4th. First Bankers quoted an interest rate of 3.18%. Motion to rescind the motion made on March 4th to finance with Mid America Bank Lease made by Martell. Second by Pfiffner. Unanimous. Motion to finance with First Bankers made by Pfiffner. Second by Martell. Unanimous.

11. **Old Business:**

12. **Council Member's Comments/Community Input:** Clint Lorenz approached the Council to discuss his concern of the water draining near his house on Freemont Street. Matt Vetsch discussed the plan to seal coat Bench Lane and recommended installing a culvert. The Council recommended a culvert be installed. Mayor Walsh informed the Council that he had been asked if the City would be purchasing hanging flower baskets for the year. The Council had a discussion and decided not to purchase hanging baskets for this season.

13. **Mayor's Comments:** Meet the Mayor – March 19 was cancelled due to COVID-19. Mayor Walsh discussed a complaint regarding smoke from a wood stove on City Property. Vetsch and Schuldt would look into the City Ordinance and Fire Code.

14. **Staff Correspondence:**

15. **Correspondence Received:**

16. **Announcements:**

17. **Next Council Meeting**

17.1 May 5, 2020

18. **Items for next Agenda:** MN Basic Code, Wastewater Treatment Plant Energy Efficiency Report, MN DOT Proposed Snow Removal Agreement Addendum, Highway 16 Speed Limit Reductions, GIS Mapping, HVED Doors.

19. **Adjournment:** Motion to adjourn made by Bissen at 8:15. Second by Oldenburg. Unanimous.