



MINUTES
November 4, 2020 / 6:00 pm
REGULAR COUNCIL MEETING

- **CALL TO ORDER:** 6:00 PM
- **PLEDGE OF ALLEGIANCE**
- **ROLL CALL:** Martell, Oldenburg, Bissen, Piffner. Mayor Walsh arrived at 6:12 PM
- **ACTION TO CHANGE AGENDA:** Add payment to Acentek, Gopher State One, Hokah Co-Op, Josh Terrance, La Crosse Glass, Menards, Readers Digest, Richards Sanitation, Visa Credit Card, General Election Judges
- 1. **Consent Agenda:** Motion to consent the agenda with the addition of payments to Acentek, Gopher State One, Hokah Co-Op, Josh Terrance, La Crosse Glass, Menards, Readers Digest, Richards Sanitation, Visa Credit Card, General Election Judges made by Martell. Second by Oldenburg. Aye: Martell, Oldenburg, Bissen, Piffner.
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 Regular Council Meeting Minutes October 6, 2020
 - 1.2 Bills Payable Through: October 30, 2020
 - 1.3 Consolidated Balance Sheet October 30, 2020
- 2. **Library/City Hall/City Center Report:** Kirsten Plummer thanked Public Works for completing the weather stripping at the library. She also discussed the need to fill the Library Board Council Liaison position as Mike Walsh would no longer be on the Council in 2021. She provided key responsibilities of the members on the Board. Clerk Lindsey informed the Council that the City Hall and City Center have been open for gym use and there have been a couple groups at the City Hall and Community Ed has been utilizing the gym at the City Center. They have been doing well with the new process of returning the key after each use.
- 3. **Water/Waste Water/City Engineer Report:** Matt Vetsch informed the Council that the MN State Health Department has hired a new district engineer as Paul Halverson had retired late last year. The new engineer had visited Hokah and took a tour of the system and she also noted that she would be back in February or March to complete our annual checkup. He also noted that Tom Kirchoff would be traveling to Brooklyn Park to take his Class D license on November 5th.
- 4. **Police Dept./City Attorney Report:** Chief Schuldt informed the Council of some work that needed to be completed on the Squad car including replacing the distribution block in the console and replacing the light bar.
- 5. **Emergency Management:** Chief Schuldt was notified by Homeland Security that the July 2019 Rain Event Reimbursement should be received by the end of the year as the project paperwork has been finalized.
- 6. **Streets / Maintenance Report:** Matt Vetsch informed the Council that they have been working on picking up leaves and they have put new blades on the plow and they are ready for snow.
- 7. **Planning Commission / Zoning Report:** No Report.
- 8. **Recreation Board Report:** No Report.
- 9. **New Business:**
 - 9.1 Delinquent Account Assessment: Clerk Lindsey presented the Delinquent Utility Roll as well as the property owners who have not paid their portion of the sidewalk replacement cost. The residents at 142 Main Street and 138 Main Street both owe their 50% share of the sidewalk replacement cost. The residents at 210 Main Street have requested that their balance be assessed to their taxes. A letter will be sent to all notifying them that they have until December 1st and at that time all delinquent accounts will be certified to the County. Motion to adopt the delinquent role made by Martell. Second by Piffner. Unanimous.
 - 9.2 Acentek Franchise Fee Agreement: Clerk Lindsey informed the Council that the Acentek Franchise Fee Agreement ended on September 30, 2020 and they had sent a copy of the new agreement along with a letter. Lindsey forwarded the new agreement to the City attorney and with only a week to review he has noted that the framework of the agreement looks good but there are a couple things he would like to review with Acentek and he was also hoping to review the City Ordinance and the Franchise Agreement with Mediacom. He plans to finalize the changes to the agreement and present them to the Council on December 1st.
 - 9.3 DEED Small City Development Program Grant Pre-Application: Lindsey provided the Council with an

update noting that the SCDP Grant pre-application is ready to be submitted to the state and is due December 17th. We will find out then if we are invited to submit the full application.

- 9.3.1 Resolution 2020-10 Declaring Slum and Blight Area: Lindsey provided the Council with Resolution 2020-10. She informed the Council that as a result of the drive by windshield survey of the business district and the results of the surveys received from the community, the findings showed that a fair portion of the buildings are in a general state of deterioration. The resolution would show that the Council shares a concern about the economic viability and understands there exists the opportunity to improve, preserve, and re-develop the area to the benefit of the community. Motion to adopt Resolution 2020-10 declaring Slum and Blighted Area made by Bissen. Second by Martell. Unanimous.
- 9.3.2 City Grant Match: Lindsey asked the Council if they would elect to match the grant program as a way to show their investment in the overall project. She noted that the City had \$18,439.66 set aside from a previous Community Development Block Grant that could be used for the Small City Development Program Grant. Motion to approve a match of \$15,000 assuming grant funds are awarded made by Martell. Second by Pfiffner. Unanimous.
- 9.3.3 Streetscapes Application: Lindsey informed the council that there was an opportunity to apply for the Streetscapes Grant. She presented a plan put together by CEDA that would include benches, garbage cans, tree boxes and bike racks along Main Street to improve on the curb appeal and create an inviting atmosphere. The Council had further discussion and indicated that they had tried something similar previously and it was not successful. The Council did not wish to move forward with the Streetscapes Grant Application.

10. Old Business:

10.1 MN Basic Code: No Report.

10.2 CARES ACT-COVID19 Federal Funding

10.2.1 Resolution 2020-09 Cares Act Expenditures: Lindsey provided Resolution 2020-09 which includes the CARES Act-COVID19 final expenditures. She also provided a breakdown of the Cares Act Election Expenditures. Motion to adopt Resolution 2020-09 made by Martell. Second by Oldenburg. Unanimous.

10.3 Davy Engineering Water Study: Matt Vetsch plans to meet with Davy Engineering to review the next steps for the Water System Upgrades.

10.4 Lawn Mower: Vetsch provided a review of the quotes that he has received for a new lawn mower. Bobcat was not interested in trading in the old mower. The cost of a Bobcat mower without a bagger would be \$11,145 and the Hustler Super Z is \$10,332 with no bagger. Hammell Equipment would offer a Ferris IS3300 for \$14,000, the bagger system is \$2,900 and they would give \$6,000 for a trade which would leave a total cost of \$10,900 with the bagger. The trade-in municipal program would cost \$3,500 every 2 years and include a max of 450 hours over the two years. John Deere would offer a 1796M for \$9,668, the bagger system running \$3,554 for a total of \$13,223. They would offer \$4,349 for the old mower. Total would be \$8,873. They would offer a municipal trade-in for a 500 hour max and would cost \$3,500 every two years. The Council agreed to table the discussion.

11. Council Member's Comments/Community Input:

12. Mayor's Comments:

13. Staff Correspondence:

14. Correspondence Received:

15. Announcements: Canvass Board Meeting to be held November 12, 2020 at 6:00 PM

16. Next Council Meeting

16.1 December 1, 2020 6:01 PM

16.2 Truth in Taxation Meeting December 1, 2020 6:00 PM

17. Items for next Agenda: Acentek Franchise Fee Agreement, MN Basic Code, Davy Engineering Water Study, Lawn Mower.

18. Adjournment: Motion to adjourn made by Bissen at 6:48. Second by Pfiffner. Unanimous.