



MINUTES
September 1, 2020 / 6:00 pm
REGULAR COUNCIL MEETING

- **CALL TO ORDER:** 6:00 PM
 - **PLEDGE OF ALLEGIANCE**
 - **ROLL CALL** Martell, Oldenburg, Bissen, Pfiffner, Walsh
 - **ACTION TO CHANGE AGENDA** Add Payables to Acentek, Banyon, Liquid Engineering, Quill, Sherwin Williams, Penguin Management, Richards Sanitation
1. **Consent Agenda:** Motion to consent the agenda with the addition of payables made by Pfiffner. Second by Bissen.
 Aye: Oldenburg, Bissen, Pfiffner, Walsh. Abstain: Martell abstained from bills payable
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.
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|----------|---------------------------------|-----------------|
| 1.1 | Regular Council Meeting Minutes | August 4, 2020 |
| 1.2 | Budget Meeting Minutes | August |
| 18, 2020 | | |
| 1.3 | Bills Payable Through: | August 28, 2020 |
| 1.4 | Consolidated Balance Sheet | August 28, 2020 |
2. **Library/City Hall/City Center Report:** Kirsten Plummer noted that things are going well at the library. They have been reorganizing different areas which has been great for the younger crowd. Kirsten also thanked the Council for their consideration of the increase to the Library Budget.
3. **Water/Waste Water/City Engineer Report:** Matt Vetsch informed the Council that Liquid Engineering had completed the cleaning and inspection of the reservoir on August 30th. They took 4-6 inches of sediment out of the bottom. They did not report any issues during their inspection. They did note that there was a pipe that may need to be sandblasted in the future but they felt it could wait until the next time the reservoir is cleaned. Vetsch also discussed the fire hydrant by the bridge had broke. MN Rural Water met with Matt and they provided the tools to take apart the hydrant to find out what was wrong. The parts have been ordered and they will be back to help complete the repairs. Vetsch noted they have been busy getting the Wastewater samples ready for the fall.
4. **Police Dept./City Attorney Report:** Bob Schuldt provided an update on the two properties which had complaints on Como Ave. and Ash Street. Both are continuing to work on cleaning things up. Schuldt had also discussed two separate complaints regarding rental units in the City. One was regarding foundation issues and the other regarding mold. Schuldt had passed on his report to the Zoning Committee. Both were reviewed by the City Attorney who stated both complaints were outside of the jurisdiction of the City. Schuldt also noted that he was happy with the outcome of the speed trailer repairs and expressed his appreciation for all of Dave Bissen's help. Schuldt also informed the Council that they had been contacted by an individual who had asked if he could be of assistance to the City as he was required to complete a community service sentence. He would be helping with weed trimming and painting fire hydrants. Schuldt completed a background check and everything came back good.
5. **Streets / Maintenance Report:** Vetsch informed the Council that they had completed some blacktop patching in different areas around the City and at the Wastewater Plant. Vetsch also informed the Council that previously he had reached out to get pricing on a digital sign for the City, and recently they had followed up with him to see if he was still interested. Vetsch had also reached out to Acentek to see if the city would qualify for grant funds for the Hokah City LED Sign. The cost of the sign would be approximately \$8,000. Vetsch asked the Council if they were still interested in a sign and where they would like it to be displayed. He was hoping to request the full \$8,000 from Acentek and then there would be additional costs to install the sign. The sign would be one sided and would need power and internet. There was discussion about installing the sign above the Welcome to Hokah sign. One member of the Council was concerned that the sign would take away from the sign. The group agreed it would be nice to install the sign before the highway 16 and highway 44 intersections so that the traffic to both Caledonia and Houston are able to view it. After further discussion the Council agreed that in order to make the grant deadline that Vetsch could apply for the grant and they would like to work on finding a location for the sign.
- 5.1 **Lawn Mower:** Vetsch presented the Council with two quotes for a trade in on the old lawn mower.

The quote from SEMA included a municipal trade program which would run \$3,500 every two years and would include 500 hours for a John Deere. The initial cost with the trade in of our mower would cost \$8,873. The trade in value of our mower is \$4,334. The cost with out a trade in or lease program would cost \$9,652. Vetsch was also working with Bobcat for a lease program but he was not able to get a quote before the meeting. A Hustler model with Bobcat which is equivalent to the John Deer model with SEMA would cost \$10,332. After the Council had further discussion, they asked Vetsch to check with Hammell Equipment in Eitzen.

6. **Planning Commission / Zoning Report:** Pfiffner requested the elevation certificate from Don Bissen for the property on Highway 16 that was previously requested.

6.1 2020-03 Tom Bernsdorf: Clerk Lindsey had reached out to Tom and he informed her that his engineer was working on the mitigation plans, but there was no further information at this time. Clerk Lindsey had also reached out to Davy Engineering and they would be able to review the plan.

6.2 2020-05 Marvin Clevon: The Zoning Commission held a Variance Hearing at 5:30 on September 1st. Mr. Clevon was planning to construct a new porch that would be 24 feet from the street and would require a 6 foot variance. The Zoning Board voted to recommend approval of the Variance to the Council. Motion to approve the 6 foot variance made by Martell. Second by Oldenburg. Unanimous.

7. **Recreation Board Report:** No Report.

8. **New Business:**

8.1 2021 Budget Report: Clerk Martell presented the 2021 Budget that had been approved at the Budget Hearing on September 18, 2020. The Levy would include a 5% increase which includes \$250,474 for the General Fund, \$22,000 for the Library, and \$53,407 for the Wastewater Debt Service. Motion to adopt the Resolution approving the Tax Levy made by Martell. Second by Pfiffner. Aye: Martell, Oldenburg, Pfiffner, Walsh. No: Bissen.

8.2 Waste Water Debt Service – Additional Principal Bond Payment: During the Budget Hearing held on August 18th, there was discussion regarding the balance of the Wastewater Debt Service Fund. Currently the balance of the fund is \$542,000 which can only be used for the wastewater bond. Clerk Lindsey recommended making a principal payment of \$450,000 on the bond. Motion to make a principal payment on the Wastewater bond of \$450,000 made by Martell. Second by Bissen. Unanimous.

9. **Old Business:**

9.1 MN Basic Code: No Report.

9.2 CARES ACT-COVID19 Federal Funding: Clerk Lindsey noted that the sub-committee had a meeting with CEDA to move forward with Step 1 of the Economic Development funding program. They had worked to put together an application. Clerk Lindsey reviewed the current list of City expenditures which totaled \$12,641. She noted that she was also looking into a speaker system to make it easier to hold virtual Council meetings. She also felt there would be additional legal fees related to COVID. Clerk Lindsey reviewed the application and stated the plan would be to post a notice to the community and get the application out right away and the deadline would be October 2, 2020. At that time the committee would review the applications and find out what the need is in our community and present this to the Council on October 6th. Motion to approve the Economic Development program and application made by Martell. Second by Pfiffner. Unanimous.

9.3 Davy Engineering Water Study: Vetsch asked the Council if there were any questions after the Davy Engineering presentation at the prior Council meeting. There was conversation at the budget hearing to move forward with Phase 1 of the Davy Engineering Plan. Motion to move forward with Phase 1 made by Martell. Second by Oldenburg. Unanimous.

10. **Council Member's Comments/Community Input:** None

11. **Mayor's Comments:** Mayor noted some concerns that were expressed at his Meet the Mayor held in August. Some of the concerns were questions around making sure that the last part of the Como Falls project was completed including the benches and tables. The Mayor has discussed this with Public Works and they have a list that they plan to work on. Another concern was that the front of the Fire Station could be cleaned.

12. **Staff Correspondence:** Clerk Lindsey informed the Council that Hiawatha Valley Education District had moved in and the staff was working to get ready for school to start the following week.

13. **Correspondence Received:**

14. **Announcements:**

15. **Next Council Meeting**

15.1 October 6, 2020

16. **Items for next Agenda:** Lawn Mower, Variance for Tom Bernsdorf, Cares Act-COVID 19, Davy Water Study

17. **Adjournment:** Motion to adjourn at 7:07 PM made by Bissen. Second by Martell. Unanimous.