

Pursuant to due call and notice thereof, a City Council Meeting was duly held in the City Council chambers at 7:10 p.m. on the 10th day of November 2020. The meeting was called to order by Mayor Henke. The following members were present: Mayor Doug Henke, Council Members Dan Rehtzigel, John Mortensen, and Tom Gard. Also, present: Administrator Mark Vahlsing, Administrative Assistant Holli Gudknecht, Police Chief Lee Sjolander, Engineer Derek Olinger, Attorney Scott Riggs
Via Teleconference: Council Member Richard Nielsen

The meeting opened with the Pledge of Allegiance.

CITIZEN COMMENT

None

ADOPT AGENDA

Motion by Gard second by Nielsen to approve the agenda.

Roll Call Vote: Henke- Aye, Rehtzigel – Aye, Mortensen – Aye, Gard – Aye, Nielsen - Aye

Motion carried 5-0-0.

CONSENT AGENDA

Motion by Rehtzigel second by Gard to approve the Consent Agenda, which includes payment of check numbers, 71603 through 71675; 3602E through 3618E; and additional checks 71676 through 71692.

Roll Call Vote: Henke- Aye, Rehtzigel – Aye, Mortensen – Aye, Gard – Aye, Nielsen - Aye

Motion carried 5-0-0.

PRESENTATIONS/PUBLIC HEARINGS/RECOGNITIONS/PROLAMATIONS

None

ENGINEERING

Red Wing Avenue Project Update

Engineer Olinger stated that construction on Red Wing Avenue is nearly complete. The paving started last Friday and was completed on Saturday. The final lift of pavement will be installed in 2021 to allow for any corrections to be made from frost movement or settlement over the winter. There are still 16-17 driveways/sidewalks that are not done. The contractor said they would be back by the end of this week to finish.

Pay Request #6 – Wencil Construction

Administrator Vahlsing stated that Wencil construction has not been cashing their payment checks. This has caused some accounting issues for the City. The Council agreed that this is a rare issue with contractors.

Motion by Mortensen second by Rehtzigel to table pay request No. 6 to Wencil Construction in the amount of \$467,757.11 until the November 17th meeting to see if pay request No. 5 gets cashed.

Roll Call Vote: Henke- Aye, Rehtzigel – Aye, Mortensen – Aye, Gard – Aye, Nielsen - Aye

Motion carried 5-0-0.

Change Order #3

Engineer Olinger reported that the Contractor is requesting approval of a change that would extend the date of substantial completion to November 14, 2020 due to poor weather conditions in October. It would also amend the definition of turf stabilization on the south ½ of the project area. The seeding will be delayed until next spring. These areas will just be mulched for now. The proposed change order would not increase the project cost.

Motion by Henke second by Mortensen to approve Change Order #3 for the Wencil Construction.

Roll Call Vote: Henke- Aye, Rehtzigel – Aye, Mortensen – Aye, Gard – Aye, Nielsen - Aye

Motion carried 5-0-0.

Kenyon Business Park/Utility Extension Project Status Update

Engineer Olinger reported that A-1 Excavating has completed almost all underground utility installation on the north side of the business park property, except for a short segment by the Goodhue County shop. The utility installation within the development is nearing completion. Storm sewer will be installed next. The grading crew began work last week. They are required to excavate the stormwater pond and place a majority of the fill in structural areas yet this year. This will allow these areas to settle before the roadways are constructed next year.

Pay Request #1 – A-1 Excavating

Motion by Rehtzigel second by Mortensen to approve pay request No. 1 to A-1 Excavating in the amount of \$331,558.66 for work completed through October 23rd.

Roll Call Vote: Henke- Aye, Rehtzigel – Aye, Mortensen – Aye, Gard – Aye, Nielsen - Aye
Motion carried 5-0-0.

Change Order #2

Engineer Olinger stated that A-1 Excavating requested approval of a change that would extend the date of substantial completion to November 14, 2020 due to poor weather conditions in October. The proposed change order would not increase the project cost.

Motion by Gard second by Nielsen to approve Change Order #2 for the A-1 Excavating.

Roll Call Vote: Henke- Aye, Rehtzigel – Aye, Mortensen – Aye, Gard – Aye, Nielsen - Aye
Motion carried 5-0-0.

Riverside Park Flood Repairs - FEMA Grant

Authorize Bolton & Menk to Proceed with Survey/Engineering Services for Project

Engineer Olinger stated that the City had applied for FEMA Funding for improvements to the Riverside Park area. The grant application was approved for \$89,922.50 which is 79% of the total cost of \$114,522.50. The maximum City share of the project cost would be \$24,600. The grant money will be distributed directly to the City within 60 days. The City portion could come from capital funds in the street and park budget. A portion could also come from the storm water enterprise fund. If the City would like to proceed with this project, Bolton & Menk would need to be authorized to proceed with the engineering and survey work at an estimated fee of approximately \$29,500. If authorized, the design would be completed over the winter with construction in the spring or early summer of 2021.

Motion by Mortensen second by Gard to authorize Bolton & Menk to proceed with survey and engineering services for Riverside Park Flood Repair Project.

Roll Call Vote: Henke- Aye, Rehtzigel – Aye, Mortensen – Aye, Gard – Aye, Nielsen - Aye
Motion carried 5-0-0.

LEGAL

Lot Combination: Bigelow Homes Vacation of Utility and Drainage Easement

Attorney Riggs stated that the easements that run down the middle of the newly combined lots at 217 Whitetail Lane need to be vacated. This is a follow up to the lot combination that was approved in October. It is a simple process that involves publishing a notice and scheduling a public hearing. The consensus of the Council was to proceed with this process.

Review Winter Parking Regulations Kenyon City Code Sections 1305.19 and 1305.33

Mayor Henke stated that he had received concerns from the public and the public works department about winter parking regulations and enforcement of fines. In past years, there have been numerous violators and it is usually the same violators. Police Chief Sjolander stated his goal would be to have voluntary compliance, but he agreed it is usually the same violators. Sjolander had talked with Wayne Ehrich and they would like to see citations written for the first violation with increased fines and have

the vehicles towed for the second and following violations. Attorney Riggs stated that he could bring back an amended ordinance to the December meeting.

Motion by Rehtzigel second by Mortensen to authorize the City Attorney to revise Chapter 1305 of City Code concerning winter parking regulation.

Roll Call Vote: Henke- Aye, Rehtzigel – Aye, Mortensen – Aye, Gard – Aye, Nielsen - Aye
Motion carried 5-0-0.

OLD BUSINESS

Update on Former Ambulance Garage Renovations

Police Chief Sjolander updated staff on the police department renovations. The antennas are in place. The sign is done. The internet should be installed soon.

COVID Cares Federal Funding

Administrator Vahlsing stated that the City Received \$134,000 in funding through the Federal CARES act for COVID 19. To date the City has expended \$42,086.29 on items including supplies, furnishings, and related items for COVID 19. There is \$91,913.71 in remaining COVID Cares funding available. The deadline to expend the COVID Care funds is November 15, 2020. Staff identified and recommended several items that would be eligible for reimbursement related to COVID Cares program funding.

First Responder/Fire Truck Chassis - Rosenbauer America Inc. \$41,397

Vahlsing stated that a quote of \$41,397 had been received for a chassis part of a First Responder vehicle for the Fire Department. The estimated total cost of this unit would be approximately \$210-\$225,000 under State Contract pricing. Due to current manufacturing delivery schedules, the remainder of the unit would not be delivered until later in 2021 or 2022. The remainder of the purchase price would be paid prior to delivery of the unit.

Motion by Rehtzigel second by Mortensen to approve using \$41,397 of COVID Care Federal funding to apply toward the first responder/fire truck chassis.

Roll Call Vote: Henke- Aye, Rehtzigel – Aye, Mortensen – Aye, Gard – Aye, Nielsen - Aye
Motion carried 5-0-0.

Portable Handheld Radios for Fire and Police Departments - Motorola: \$48,828.50

Vahlsing stated that he received a quote of \$48,828.50 from Motorola for the purchase of 10 handheld 800 MHz emergency radios, chargers, mics, and related equipment. The purchase would come under State Contract pricing. These radios would replace some older equipment currently utilized by the FD and PD. Motion by Henke second by Nielsen to approve using \$48,828.50 of COVID Care Federal funding to purchase the Motorola handheld radios.

Roll Call Vote: Henke- Aye, Rehtzigel – Aye, Mortensen – Aye, Gard – Aye, Nielsen - Aye
Motion carried 5-0-0.

Vahlsing indicated that the total of these two items would use \$90225.50 of the remaining COVID Care funding leaving \$1688.21 available. Below are two other items that could be considered to purchase with the remaining money.

Cold Air Plasma Generator Air Filtration System - Reliable heating and Cooling

Vahlsing stated that two quotes had been received for an air filtration system for City Hall building and the Muni. The lowest quote was received by Reliable Heating and Cooling of Zumbrota. The total cost for both buildings would be \$5400. After utilizing the remaining COVID Care funds of \$1688.21, the cost would be \$3711.00 to the City. The Council decided to put this on hold for now, since they were not sure of the air filtration system's effectiveness in the office for COVID.

Touchless Bathroom Fixtures – Faribo Plumbing and Heating.

Vahlsing stated that the total cost for touchless fixtures including faucets, urinal, and toilet retro fit units would be \$2348. After utilizing the remaining COVID Care funds of \$1688.21 the cost to the City would be \$659.00.

Motion by Nielsen second by Rechtzigel to approve using \$1688.21 of COVID Care Federal funding to purchase the touchless bathroom fixtures.

Roll Call Vote: Henke- Aye, Rechtzigel – Aye, Mortensen – Aye, Gard – Aye, Nielsen - Aye

Motion carried 5-0-0.

NEW BUSINESS

Resolution 2020-29: Adopting Assessment for Delinquent Utility Bills

Vahlsing stated that this resolution would authorize delinquent utility bill amounts and other fees to be certified on property taxes.

Motion by Henke second by Mortensen to adopt Resolution 2020-29 adopting assessment for delinquent utility bills.

Roll Call Vote: Henke- Aye, Rechtzigel – Aye, Mortensen – Aye, Gard – Aye, Nielsen - Aye

Motion carried 5-0-0.

2021 Proposed Agreement for Continuation of our City-County Joint-Powers “Agreement for State Building Code Administration”.

Administrator Vahlsing stated that Goodhue County requires the City of Kenyon to approve a yearly agreement to conduct residential and commercial building inspections. The County has done an excellent job conducting inspections for the City. The term of the contract would be for one year starting January 1, 2021.

Motion by Henke seconded by Mortensen to approve the 2021 agreement with Goodhue County for State Building Code Administration.

Roll Call Vote: Henke- Aye, Rechtzigel – Aye, Mortensen – Aye, Gard – Aye, Nielsen - Aye

Motion carried 5-0-0.

Schedule of Upcoming Meetings

City Council-Canvass 2020 Election Results: Thursday, Nov. 12th @ 4:00 p.m.

Planning Commission Meeting: Monday, November 16th @ 6:00 p.m.

Red Wing Ave. Assessment Hearing: Tuesday, November 17th @ 6:00 p.m.

KMU Meeting: Wednesday, November 23rd @ 2:00 p.m.

Township Fire Contract Meeting: Tuesday, December 1st @ 6 p.m.

2021 Budget & Levy Public Meeting: Tuesday, December 1st @ 6:30 p.m.

City Council Meeting: Tuesday, December 8th @ 7 p.m.

COUNCIL AND STAFF GENERAL COMMENTS

Administrator Vahlsing gave his condolences to Sue Dodds in the passing of her dad. He thanked the election workers and Holli for their work with the overwhelming turnout of absentee voters and for the high voter turnout on election day.

Councilman Rechtzigel thanked the City for allowing the unique parking on 6th Street for the football games. He recognized tomorrow as Veterans' Day and thanked the vets for their service even though the program at the school had to be cancelled. He thanked the City crew for repairing a damaged mailbox.

Councilman Mortensen congratulated everyone on the election results.

Chief Sjolander thanked all who ran for election and were elected. He also thanked Linda Bean for all her lead election work.

Mayor Henke reminded everyone to remember Veterans' Day. He stated that Steve Drazkowski would like to come to the December meeting and give an update on State money to cities for next year.

Motion by Mortensen second by Nielsen to adjourn the meeting at 8:38 p.m.

Roll Call Vote: Henke- Aye, Rechtzigel – Aye, Mortensen – Aye, Gard – Aye, Nielsen - Aye

Motion carried 5-0-0.

Holli Gudknecht, Administrative Assistant

Douglas Henke, Mayor