

Pursuant to due call and notice thereof, a City Council Meeting was duly held in the City Council chambers at 7:00 p.m. on the 11<sup>th</sup> day of February 2020. The following members were present: Mayor Doug Henke, Council Members, Dan Rehtzigel, Tom Gard, and John Mortensen. Also, present: Attorney Scott Riggs, Administrator Mark Vahlsing, Administrative Assistant Holli Gudknecht, Police Chief Lee Sjolander, Engineer Joe Rhein, Engineer Derek Olinger, Public Works Director Wayne Ehrich, Officer Randy Allen, Officer Mitch Taylor, David and Linda Hellstern, Barney Nesseth, Russell Foss

### **CITIZEN COMMENT**

None

### **ADOPT AGENDA**

Addition: / V / Approval of Minutes and Appointments / C / Appoint Amy Ehrich and Ryan Overby to Part-Time Bartenders

Addition: / XI / New Business / B / Interfund Transfers for Fire Hall

Addition: / XI / New Business / C / Gunderson House Furnace

Motion by Rehtzigel second by Mortensen to approve the amended agenda. Motion carried 4-0-0.

### **CONSENT AGENDA**

Motion by Mortensen seconded by Rehtzigel to approve the Consent Agenda, which includes payment of check numbers, 70603 through 70709; 3420E through 3438E; and additional checks 70710 through 70735. Motion carried 4-0-0.

### **PRESENTATIONS/PUBLIC HEARINGS/RECOGNITIONS/PROLAMATIONS**

#### **Oath of Office for Kenyon Police Officers Randy Allen and Mitchell Taylor**

Chief Sjolander recited the oath of office for Officer Allen and Officer Taylor.

#### **School Bus Driver Appreciation Day Proclamation**

Councilman Mortensen read the "School Bus Driver Appreciation Day" proclamation. Mayor Henke signed and presented the proclamation to Held Bus Service representative, David Hellstern.

### **ENGINEERING**

#### **Wastewater NPDES/SNS Permit Update**

Engineer Rhein stated that the draft permit is currently being reviewed by the MPCA. Bolton & Menk will be drafting a letter to officially notify the MPCA that our mercury concentration in the treated wastewater is in compliance with discharge limits. Our current permit will remain in effect until the end of February 2020.

#### **Update on Kenyon Business park**

##### **Resolution 2020-06: Approving Preliminary and Final Plat of Kenyon Business Park, a Subdivision of Land Within the City of Kenyon**

Engineer Rhein stated that a Planning Commission meeting and a public hearing on the Kenyon Business Park were held on January 21. Following the discussion at the public hearing, the Planning Commission recommended approval of the final plat. Engineer Olinger recapped the Kenyon Business Park decisions to date. He also addressed the stormwater management plan for this area. Goodhue County Commissioner Nesseth expressed his concern that neighboring property owner's issues should be addressed concerning the increased drainage flow to the south. Russell Foss voiced his concerns with past and future easement access though his mother's property.

Motion by Mortensen second by Henke to adopt Resolution 2020-06 approving preliminary and final plat of Kenyon Business Park, a subdivision of land within the City of Kenyon. Motion carried 4-0-0.

**Resolution 2020-07: Ordering Preparation of Report on Improvement at the Kenyon Business Park**

Engineer Olinger stated that a resolution was necessary to complete the feasibility report on the Business Park property for future bonding.

Motion by Rehtzigel second by Gard to adopt Resolution 2020-07 ordering preparation of report on improvement at the Kenyon Business Park. Motion carried 4-0-0.

**Red Wing Ave Update**

Engineer Rhein stated that the plans and specifications for the Red Wing Avenue Improvement project have been completed and are ready for Council approval and ordering of advertisement of bids. Engineer Olinger reviewed the street and utility improvements that would go out for bids and explained the three phases of the projected work. Bolton and Menk would like the City to consider providing an additional incentive bonus for the contractor to complete each phase of the project by an earlier date. If approved, bids would be opened on March 5, 2020 and would be reviewed at the next Council meeting.

**Resolution 2020-08: Approving Plans and Specifications and Ordering Advertisement for Bids for the Red Wing Avenue Street and Utility Project**

Motion by Rehtzigel second by Gard to adopt Resolution 2020-08. Motion carried 4-0-0.

**LEGAL**

**Red Wing Ave Bond Sale**

**Resolution 2020-05: Establishing Procedures Relating to Compliance with Reimbursement Bond Regulations Under the Internal Revenue Code**

Administrator Vahlsing explained that this resolution would allow the City to reimburse engineering, legal, and other costs that have been incurred related to the development of plans and other related items for the Red Wing project from the project bond sale.

Motion by Rehtzigel second by Gard to adopt Resolution 2020-05. Motion carried 4-0-0.

**OLD BUSINESS**

**Update on Toward Zero Death Program - Officer Mike Nguyen and Jessica Schleck MNDOT TZD Coordinator**

Presentation moved to the March meeting.

**Purchase of 2013 Elgin Pelican Street Sweeper– Wayne Ehrich, Public Works Director**

Public Works Director Ehrich requested Council approval to purchase a 2013 Elgin Pelican Sweeper from Macqueen Equipment. The net cost of the sweeper would be \$100,000 after trade in and the OSHA grant. Ehrich travelled to Iowa to view the sweeper last week.

Motion by Henke second by Rehtzigel to authorize the purchase of the 2013 Elgin Pelican Street Sweeper. Motion carried 4-0-0.

**Approve Equipment lease for purchase of 2013 Street Sweeper-**

Administrator Vahlsing stated that proposed lease agreement for the 2013 street sweeper has a term of 6 years at 3% interest rate with the first payment due February 1, 2021. The Lease would be issued through Kinetic Leasing and underwritten by the Security State Bank of Kenyon. The City would purchase the sweeper for \$1 at the end of the lease.

Motion by Rehtzigel second by Mortensen for approval of the proposed equipment payment plan. Motion carried 4-0-0.

## **NEW BUSINESS**

### **Appoint Election Judges for 2020**

#### **Resolution 2020-04: Resolution of Adoption of Election Judges for 2020 PNP**

Administrator Vahlsing stated that the State of Minnesota requires all political subdivisions to appoint election judges by resolution prior to all elections.

Motion by Henke second by Mortensen to approve the appointment of election judges for 2020. Motion carried 4-0-0.

### **Interfund Transfers for Fire Hall**

Administrator Vahlsing stated that in order to comply with USDA requirements, it is recommended to make the following interfund transfers:

To correct the fund of original transfer:

Transfer \$648.00 from fund 320 USDA GO Capital Improvement Plan Bond to fund 321 USDA Note.

To move existing cash balance in fund 321 to restricted for debt service account:

Transfer \$1096 from general checking to cash restricted for debt service.

To transfer funds from capital fund to restricted debt service account:

Transfer \$17,624 from the Fire Department's capital fund 202 to USDA Note fund 321 to meet USDA required balance of \$19,341. The current balance in this capital fund is \$266,706.

Motion by Henke second by Gard to approve the Interfund transfers to meet USDA requirements.

Motion carried 4-0-0.

### **Gunderson House Furnace**

Administrator Vahlsing stated that the furnace at the Gunderson House has been red flagged. The energy efficiency of the furnace has dropped dramatically this last month. It will need to be replaced as soon as possible.

Motion by Rehtzigel second by Mortensen to authorize Administrator Vahlsing to replace the furnace, when quotes are received for the furnace and dehumidifier option, with the lowest and most responsible bid.

Motion carried 4-0-0.

## **OTHER BUSINESS**

None

### **Schedule of Upcoming Meetings**

KMU Meeting: Wednesday, February 19 @ 6:00 p.m.

City Council Meeting: Tuesday, March 10<sup>th</sup> @ 7 p.m.

## **COUNCIL AND STAFF GENERAL COMMENTS**

Councilman Rehtzigel thanked the City crews for their job of clearing the snow and noted how nice it was to see new police officers.

Councilman Mortensen also recognized the nice job of clearing snow by public works.

Motion by Mortensen second by Gard to adjourn the meeting at 9:35 p.m. Motion Carried 4-0-0.

