

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 14th day of April 2020. The following members were present: Mayor Doug Henke, Council Member Dan Rehtzigel. Also, present: Administrator Mark Vahlsing, Administrative Assistant Holli Gudknecht, Engineer Derek Olinger
Via Zoom Video Conferencing: Council members, John Mortensen, and Tom Gard; Library Director Michelle Otte, Engineer Joe Rhein, Attorney Scott Riggs, Police Chief Lee Sjolander
Via Teleconference: Richard Nielsen

CITIZEN COMMENT

None

ADOPT AGENDA

Change: / XI / New Business / A / 1 / Motion is needed to reopen the library on 4/20/20.
Motion by Rehtzigel second by Henke to approve the amended agenda. Motion carried 5-0-0.

CONSENT AGENDA

Motion by Rehtzigel seconded by Nielsen to approve the Consent Agenda, which includes payment of check numbers, 70838 through 70929; 3462E through 3481E; and additional checks 70930 through 70955. Motion carried 5-0-0.

PRESENTATIONS/PUBLIC HEARINGS/RECOGNITIONS/PROLAMATIONS

None

ENGINEERING

Kenyon Business Park Project Status Update

Engineer Olinger stated that plans and specifications for the Business Park project are 99% complete. Easement agreements were sent out to private property owners who would be affected by the northern utility extension. Several permits were required prior to starting construction. Goodhue County's permits have not been received yet.

Set Date for Special Council Meeting to Finalize Red Wing Av. and Business Park Financing Options.

Vahlsing stated that a special meeting needs to be scheduled to discuss the final financing structure of the Red Wing Avenue, 2nd Street Sewer lining and the Business Park projects with George Eilertson of Northland Securities. Once the Council decides on the financing structure for the three projects, the bond sale could take place in mid-June.

Motion by Gard second by Mortensen to set a special Council meeting for Wednesday, April 22 @ 4:00 pm to discuss financing options.

Red Wing Avenue- Project Status Update

Request Approval of Proposal for Construction Engineering Services for Red Wing Avenue Project.

Engineer Olinger stated that they had been in contact with Wencil Construction over the past month in preparation for construction. Wencil plans to begin work on Red Wing Avenue during the week of April 27th. A pre-construction video conference is scheduled for April 16 for involved utilities. The public neighborhood meeting, that was originally going to be held prior to construction beginning, will not be happening due to the gathering restrictions. Engineer Olinger will be posting a video with the meeting content on the City website. They will also be sending residents a newsletter with updates every 2 weeks and updates will be posted on the project link on the City website. Bolton and Menk requested Council approval for continued engineering services through construction. The total estimated engineering fee for this portion of work is estimated at \$425,985.00, which is within the budget. Motion by Mortensen second by Nielsen to approve the proposed engineering services estimated payment of \$425,985.00. Motion carried 5-0-0.

Request Approval of Pavement/Infrastructure Management Plan

Engineer Olinger reported that the City had requested that they complete a pavement and infrastructure management plan. The plan will evaluate current conditions and provide recommendations for maintaining and improving streets, sidewalk, and underground utilities for an 8 to 10-year period. This is only an advisory plan with recommended yearly street projects. Council approval will still be needed for each improvement when the time comes. The “not to exceed” cost of the study is \$7,500, which was included in the 2020 City budget. The last management plan was completed in 2010 and ran until 2017. Motion by Nielsen second by Gard to authorize Bolton & Menk to complete a pavement and infrastructure management plan at a cost not to exceed \$7,500.

LEGAL

Goodhue County Tobacco 21 Ordinance – Information

Administrator Vahlsing reviewed a memo received from David Anderson the Live Well Goodhue County Co-Coordinator. In December of 2019, legislation was signed to raise the federal minimum age of tobacco product sales from 18 to 21. At the state level, Minnesota Tobacco 21 bill would align the state tobacco age with federal law and ensure strong implementation, compliance and enforcement. City ordinance updates will be addressed at a later meeting.

OLD BUSINESS

Update on Former Ambulance Garage Renovations

Administrator Vahlsing stated that moisture damage was found in the walls under four windows in the former ambulance garage. The damage was to the sheet rock, insulation and wall boards under the windows on the north and east sides of the building. An insurance claim submitted to the League of Minnesota Cities for the moisture damage to the building was denied. They concluded that the damage was caused by the original construction. L&M Construction estimated the costs of removing and replacing insulation, sheetrock, windows, and siding at \$23,661. There was also a quote for electrical improvements of \$8846 for a total improvement cost of \$32,507. Since these unexpected costs were due to the water damage, this cost could come out of the Building Capital Fund.

Motion by Nielsen second by Gard to approve using \$32,507 out of the Building Capital Fund for the former ambulance garage improvements. Motion carried 5-0-0.

NEW BUSINESS

Update on status of Library facilities during Governors Stay at Home order.

Library Director Otte provided an update on the status of the Library. The last normal operating day of the library was March 18. Library services were limited to curbside services only from March 19 to March 27. All library services were suspended from March 30 through April 10 per Governor Walz’s Emergency Executive Order. On April 8, Governor Walz extended the closure of non-essential businesses until May 4. Through additional information received from MDE and MDH, it was determined that individual libraries would be deemed essential or not by their governing body. The Kenyon Library Board recommended that the Kenyon Library reopen for curbside pickup starting Monday, April 20. SELCO will need documentation that our Council has deemed our library as an essential service and curbside pickup will resume on Monday, April 20.

Motion by Rehtzigel second by Gard to deem the Kenyon Library as an essential service and resume curbside services as of Monday, April 20. Motion carried 5-0-0.

Agriculture Land Lease

Administrator Vahlsing stated that Craig Hanson had cancelled his Ag land lease with the City, which was to run through the end of 2021. A new three-year lease notice was posted. Two interested parties responded to the ad. The high bid was from Scott Wickum at \$160 per acre.

Motion by Gard second by Nielsen to authorize Administrator Vahlsing to negotiate the rental of the property with Scott Wickum for one year with the option of up to two years for \$160 per acre.

Motion carried 5-0-0.

Amend 2020 Budget

Administrator Vahlsing stated that the 2020 budget needs to be amended to reflect \$15,000 in Fund 605 Capital Outlay.

Motion by Rehtzigel second by Nielsen to amend the 2020 budget of \$15,000 to the Capital Outlay fund. Motion carried 5-0-0.

Schedule Date of August Council Meeting

Vahlsing noted that the date of the August Council meeting falls on the primary election day. As a result, the meeting needs to be rescheduled.

Motion by Rehtzigel second by Henke to reschedule the August Council meeting to Wednesday, August 12 at 7:00 pm. Motion carried 5-0-0.

Kenyon Fire Relief Association Requests for June 20, 2020

Vahlsing noted that the annual Fireman's Dance is scheduled to be held on Saturday, June 20th from 6 p.m. to 1 a.m. The period of the Liquor license is for 5 p.m. on June 20th to 1 a.m. on June 21st. If the event needs to be rescheduled, no additional fees will be incurred.

Motion by Nielsen seconded by Gard to approve the Kenyon Fire Relief Association's request for a temporary liquor license. Motion carried 5-0-0.

Motion by Henke seconded by Nielsen to approve the Kenyon Fire Relief Association's request for a dance permit. Motion carried 5-0-0.

VFW Liquor License Renewal

Motion by Henke second by Gard to renew the VFW's liquor license. Motion carried 5-0-0.

Board of Appeal and Equalization Meeting – Tuesday, April 21, 2020

Administrator Vahlsing reminded the Council that the Board of Appeals and Equalization meeting will be an electronic meeting. We are working with the County Assessor's Office to come up with a "distance" option for residents that may want to attend that meeting. Residents are asked to either call or e-mail their questions or appeals. There are currently three Council members certified by the State for the Board of Adjustment hearing.

OTHER BUSINESS

None

Schedule of Upcoming Meetings

KMU Meeting: Wednesday, April 15th @ 6:00 p.m.

Board of Appeal and Equalization Meeting: Tuesday, April 21st @ 5:00 p.m.

EDA Meeting: Tuesday, April 28 at 8:00 a.m.

City Council Meeting: Tuesday, May 12th @ 7 p.m.

COUNCIL AND STAFF GENERAL COMMENTS

Motion by Nielsen second by Gard to adjourn the meeting at 8:55 p.m. Motion Carried 5-0-0.