

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 10th day of May 2022. The meeting was called to order by Mayor Henke. The following members were present: Mayor Doug Henke, Council Members Dan Rehtzigel, Mary Bailey, and Kim Helgeson

Absent: Molly Ryan

Also, present: Administrator Mark Vahlsing, Police Chief Jeff Sjoblom, Engineer Derek Olinger, Attorney Scott Riggs, Finance Clerk Kathy Flikke, Police Chief Jeff Sjoblom, Public Works Director Wayne Ehrich
Via Zoom: Michelle Vlasak reporter for Kenyon Leader

The meeting opened with the Pledge of Allegiance.

CITIZEN COMMENT

ADOPT AGENDA

Motion by Helgeson, second by Bailey to approve the amended agenda.
Motion carried 4-0-0.

CONSENT AGENDA

Motion by Rehtzigel, second by Bailey to approve the Consent Agenda, which includes payment of check numbers 73626 through 73719; 3955E through 4000E.
Motion carried 4-0-0.

PRESENTATIONS/PUBLIC HEARINGS/RECOGNITIONS/PROLAMATIONS

Annual Municipal Prosecution Report – Attorney A.J. Lindell, Jacobsen Law Firm

Attorney A.J. Lindell presented a summary of the annual prosecution activity for the City provided by Jacobsen Law Firm, P.A. in 2021. Attorney Lindell reported that the number of prosecuted offenses were up for 2021. He prosecuted 159 cases from January 1, 2021 to December 31, 2021, which was up 83 from 2020. He noted that 79% of the offenses were traffic violations. When compared to 2020, the number of prosecuted traffic offenses increased by over 107%. Community offenses increased from 15 in 2020 to 39 in 2021. Two-thirds of the base fine is remitted back to the city of Kenyon, which amounted to \$6,756.96 for 2021.

ENGINEERING

North Street Drainage Update

City Engineer Olinger reviewed the quotes for drainage improvements needed in the area north of North Street. eight proposals were received for the replacement and extension of the storm sewer in North Street. The low quote was received from DeCook Drainage.

Motion by Bailey, second by Helgeson to approve the proposed quote including base and alternate work from DeCook Drainage for the North Street Drainage Improvements in the amount of \$46,018.47.
Motion Carried 4-0-0.

LEGAL

LMCIT Liability Coverage Waiver

Administrator Vahlsing stated that the City Council is required to decide whether to waive the liability insurance limits. State statutes limit a city's tort liability to a maximum of \$500,000 per claimant and \$1,500,000 per occurrence. These limits apply whether the claim is against the city, against the individual officer or employee, or against both. Cities can choose to waive the state liability limits. Cities can purchase additional insurance coverage up to \$3,000,000 annually.

Motion by Henke seconded by Rehtzigel not to waive the LMCIT State Liability limits.
Motion carried 4-0-0.

Request for City Vacation of Alley

Attorney Riggs stated that Doug and Mary Klatt requested that the right of way area located north of the west end of 1st Street be vacated. There are utilities that cross this area. The vacation would require a public hearing prior to any Council action. Mayor Henke stated that a public hearing would be held June 14, 2022 to discuss the alley vacation.

OLD BUSINESS

None

NEW BUSINESS

Economic /Community Development Staffing Through CEDA – Chris Giesen VP, CEDA

Administrator Vahlsing stated that the EDA recommended that the City contract eight hours a week with a CEDA staff person. This community development position would help with projects including the Business Park and downtown area. He also stated that CEDA has contracted staff in many communities in southern Minnesota. Chris Giesen Senior VP of CEDA provided a summary of the staffing program, The annual cost for a staff person one day a week was \$27,700. Giesen also stated that a staff person should be available by July 1, 2020.

Motion by Rehtzigel, second by Bailey to approve contracting with CEDA for a community development staff person 8 hours per week. Motion carried 4-0-0.

Approve Memorial Day Parade Permit for May 30, 2022

Mayor Henke stated that the annual Memorial Day parade is going to go down 2nd Street ending with a ceremony at the cemetery.

Motion by Bailey, second by Henke to approve the Memorial Day Parade permit for May 30, 2022.

Motion carried 4-0-0.

Approve Transfer of \$3,000 from Swimming Pool-Special Donations Fund to Public Works Capital Fund

Administrator Vahlsing stated that council approval is needed to move \$3,000 from the swimming pool-special donations fund to the public works capital fund.

Motion by Helgeson seconded by Rehtzigel to approve the transfer of \$3,000 from the swimming pool-special donations fund to public works capital funds. Motion carried 4-0-0.

Farmers Market Update-Park and Recreation Board

Administrator Vahlsing updated the Council on the status on the Kenyon Farmers Market. The Market will be held the third Thursday of each month from 4:00 – 7:00 pm. through October. It will be held in the parking lot of the 1st Evangelical Lutheran Church. Council member Helgeson stated that there had been a lot of interest shown in the Farmers Market.

Update on Emerald Ash Borer Found in the City – Wayne Ehrich-Public Works Director

City Administrator Vahlsing stated that the Emerald Ash Borer was identified in the City in April. Infected or at-risk trees on rights-of-way, parks and other City land will need to eventually be removed. It was first identified in the state in 2008. It has spread through much of Southeastern Minnesota since then. The City has been surveying rights-of-way, parks and other City land since then. Trees that are infected, or at risk will be removed. Healthy trees will be treated. Due to costs associated with removing trees not all areas will be able to be addressed at the same time. On private property it is the owner's responsibility to monitor and treat or if needed remove trees. The City cannot remove trees on private property. We will also be working with the city attorney to review ordinances in response to infected trees that are not removed by owners. This will be an ongoing process. We will be discussing the issue further at upcoming Council meetings. Public

Works Superintendent Ehrich stated that a group of infected Ash trees were being removed in the Highway 60 right-of-way near the Kenyon Veterans Park.

Request to Purchase Lucas CPR (Chest Compression) Machine – Kenyon Fire Department

Assistant Fire Chief Ehrich stated that the Fire Department is requesting approval to purchase a Lucas Chest Compression machine for the cost of \$19,168.36. The machine will be used by First Responders for chest compressions. Administrator Vahlsing said the funding could come from a combination of capital and Covid recovery funds.

Motion by Henke second by Bailey to approve purchase of Lucas Chest Compression machine for Fire Department. Motion carried 4-0-0.

Schedule of Upcoming Meetings

KMU Meeting: Tuesday, May 17th @ 2:00 p.m.

City Council Meeting: Tuesday, June 14th @ 7 p.m.

COUNCIL AND STAFF GENERAL COMMENTS

Motion by Helgeson second by Bailey to adjourn the meeting at 8:03 p.m.

Motion carried 4-0-0.

Mark Vahlsing, City Administrator

Douglas Henke, Mayor