

CITY OF SAINT PETER, MINNESOTA
OFFICIAL PROCEEDINGS
MINUTES OF THE CITY COUNCIL MEETING
JANUARY 25, 2021

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Saint Peter was conducted in the Senior Center of the Community Center and by virtual software on January 25, 2021. Under M.S. 13D.021, the City is able to conduct meetings by electronic means in the event of a state-wide emergency. Governor Walz has declared a state-wide peacetime emergency and as such the City Council meeting was conducted both in-person and remotely using GoToMeeting software.

A quorum present, Mayor Zieman called the meeting to order at 7:00 p.m. The following members were present through the virtual platform: Councilmembers Shanon Nowell, Brad DeVos, Stephan Grams, Ed Johnson, and Emily Bruflat. The following members were present in the meeting room: Mayor Charles Zieman and Councilmember Keri Johnson. The following officials were present: City Administrator Todd Prafke (in person), City Attorney James Brandt (in person) and City Engineer Jeff Domras (virtual).

Approval of Agenda - A motion was made by Nowell, seconded by Johnson (E), to approve the agenda. With all in favor, the agenda was approved.

Approval of Minutes – A motion was made by Johnson (K), seconded by Johnson (E), to approve the minutes of the January 11, 2021 regular City Council meeting. With all in favor, the minutes were approved. A complete copy of the minutes of the January 11, 2021 regular City Council meeting is contained in the City Administrator’s book entitled Council Proceedings 19.

Consent Agenda – In motion by Grams, seconded by Bruflat, Resolution No. 2021-12 entitled “Resolution Approving Consent Agenda” was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2021-12 is contained in the City Administrator’s book entitled Council Resolutions 23.

Windsor Pond Fourth Addition Preliminary/Final Plat/Development Agreement – Community Development Director Wille reviewed the preliminary plat, final plat and proposed development agreement for Windsor Pond Fourth Addition that would create an additional twelve (12) lots for slab on grade homes and an Outlot. Wille noted the street extensions needed for the addition and some corrections to setbacks, street cross sections, and the stormwater retention basin. Wille also provided information on the developer pre-paying future assessments and the \$8,073.80 in parkland dedication fees required upon plat approval.

Councilmember Johnson (K) questioned why one of the lots appeared oversized. Wille noted the lot had been pre-sold and the buy had asked for a bigger lot.

Mayor Zieman questioned if density was a consideration in the development of the plats. Wille responded the City had not adopted density guidelines, but the Windsor Pond area had the highest property value per net acre of land and density was not deemed an issue.

In motion by Johnson (E), seconded by Johnson (K), Resolution No. 2021-13 entitled “Resolution Accepting The Preliminary Plat Of Windsor Pond Fourth Addition As Petitioned By

Windsor Homes, LLC“ was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2021-13 is contained in the City Administrator’s book entitled Council Resolutions 23.

In motion by Bruflat, seconded by Nowell, Resolution No. 2021-14 entitled “Resolution Accepting Final Plat Of Windsor Pond Fourth Addition And Authorizing Execution Of Development Agreement With Windsor Homes, LLC.“ was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2021-14 is contained in the City Administrator’s book entitled Council Resolutions 23.

SWCD Grant Match – Public Works Director Moulton requested authorization for execution of a grant agreement with Nicollet Soil and Water Conservation District (SWCD) that would fund activities designed to reduce the quantity of surface water received into the City’s wellhead protection area and ultimately improve the quality of the City’s drinking water supply. Moulton noted City staff had already been working with SWCD staff to work with owners of agricultural properties west of St. Peter to minimize any negative impact of the agricultural use on the City’s water. Moulton stated the three year program would include establishing cover crop incentives and nutrient management plans and working with farmers to install or make repairs to sediment control basins, pipes, field intakes, and drainage management structures. Moulton indicated the City would provide matching funds of \$31,620 in each of the next three years (funded by Water and Wastewater Funds), and other funding through in-kind services.

Councilmembers questioned whether Nicollet County would be involved in the projects and City Administrator Prafke reported there was no guarantee of their participation, but they would be offered an opportunity.

In motion by DeVos, seconded by Grams, Resolution No. 2021-15 entitled “Resolution Authorizing Execution Of Grant Agreement With Nicollet Soil And Water Conservation District“ was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2021-15 is contained in the City Administrator’s book entitled Council Resolutions 23.

Nicollet County Library Services Agreement – City Administrator Prafke recommended authorization be provided for execution of a renewal contract for the City to provide library services to Nicollet County residents living outside of the City limits. Prafke noted the agreement had been in place since the breakup of the Minnesota Valley Regional Library System but Nicollet County’s cash payment to the City had not kept up with the City’s costs.

Councilmembers discussed the need to work with the County to request additional funding to at least keep pace with inflation. Prafke and Mayor Zieman noted that each year, working together with the City of North Mankato, staff had made requests for additional funding. Prafke noted the need for additional funding is regularly discussed at the quarterly City/County committee meetings. Prafke also noted that should the Council not enter into the agreement, the Library budget would be \$50,000 short.

In motion by Bruflat, seconded by Grams, Resolution No. 2021-16 entitled “Resolution Authorizing Execution Of Library Services Contract“ was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2021-16 is contained in the City Administrator’s book entitled Council Resolutions 23.

City Assistance Request: Special Olympics Polar Bear Plunge – City Administrator Prafke recommended approval of Nicollet County Sheriff Lange’s request for City assistance for the annual Special Olympics fundraiser event which would be held later this year due to COVID-19. Prafke noted the requested assistance was for authorization to use Hallett’s Pond for the March 13th event; cutting a hole in the ice and allowing use of portable bleachers. Prafke noted the Special Olympics had provided a detailed COVID-19 preparedness plan with their request. Councilmember DeVos objected to providing bleachers for the event as he felt gathering spectators on bleachers would not allow for social distancing.

Councilmember Nowell expressed concerns over ice thickness in March and Prafke noted if the ice was considered unsafe Sheriff Lange would make a call on rescheduling or cancellation. In motion by Johnson (E), seconded by Johnson (K), Resolution No. 2021-17 entitled “Resolution Authorizing Use Of Hallett’s Pond For 2021 Polar Bear Plunge” was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2021-17 is contained in the City Administrator’s book entitled Council Resolutions 23.

Utility Easement Authorization – Pell Property – Community Development Director Wille reminded the Council of the need to provide utility services from Clark Street west to the new multi-family housing development in Traverse Green Subdivision and stated the utilities would cross land that was privately owned by Ben and Joanna Pell and LaVonne Enz. Wille indicated appraisals had been done on both properties with subsequent offers to the property owners which had been rejected until negotiations with the Pell’s resulted in an agreement for the easements to be provided for a total of \$21,702. Wille also noted that Mrs. Enz had retained her own appraiser and those negotiations continue and should an agreement not be reached, the Council is scheduled to conduct a public hearing on annexation of the properties on February 8, 2021.

Wille requested authorization for execution of agreements for an eighty foot (80’) temporary (construction) easement; a thirty foot (30’) permanent wastewater utility easement; and a memorandum of understanding with the owners of the private property. In motion by Nowell, seconded by Johnson (K), Resolution No. 2021-18 entitled “Resolution Authorizing Execution Of Wastewater Utility Easement, Temporary (Construction) Easement And Memorandum Of Understanding By And Between The City Of Saint Peter And Ben And Joanna Pell” was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2021-18 is contained in the City Administrator’s book entitled Council Resolutions 23.

2021 Equipment Certificate Purchase: Replacement Mower/Tractor – Public Works Director Moulton requested authorization to purchase a compact tractor to replace a 2005 Toro Groundmaster mower. Moulton indicated the \$42,125 tractor was available from Arnold’s in Mankato and would provide additional year-round flexibility for the crews in mowing, trail maintenance, running water pumps and turf applications. Moulton noted the request also includes a surplus property declaration for the 2005 Toro with funding for the new equipment from the 2021 Equipment Certificate. In motion by Johnson (E), seconded by Grams, Resolution No. 2021-19 entitled “Resolution Approving 2021 Equipment Certificate Purchase Of 2021 Kubota L6060 60HP MFD Cab Compact Tractor” was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2021-19 is contained in the City Administrator’s book entitled Council Resolutions 23.

Reports

Mayor's Report – Mayor Zieman had no reports.

Closed Session Discussion Recap 01/11/2021 – City Administrator Prafke reported on the discussion at the January 11, 2021 closed session related to an offers to purchase City owned land at 2100 North Sunrise Drive and 101 North Front Street.

City Administrator Prafke also reported his office had submitted written requests for a local option sales tax to fund the construction of a new fire station to both the House and Senate Tax Committee chairs. Prafke also noted a request was being made to exempt the project construction materials from sales tax requirements.

Executive Session – City Administrator Prafke requested a closed session as authorized under State Statute to discuss union contract negotiations with the International Union of Operating Engineers Local No. 70 (Utilities). In motion by Johnson (K), seconded by Nowell, Resolution No. 2021-20 entitled “Resolution Calling For Closed Session“ was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2021-20 is contained in the City Administrator’s book entitled Council Resolutions 23.

Due to the virtual participants, Prafke requested anyone wishing to continue watching after the closed session to log-in again after ten minutes when the closed session discussion was expected to have ended.

The Council adjourned to closed session to discuss the union contract negotiations at 8:05 p.m. The Council returned to open session at 8:11 p.m. and when the public and staff who were not part of the closed session returned to the online meeting, the meeting resumed at 8:17 p.m.

NEW BUSINESS (continued) – Utilities Union Contract 2021 – City Administrator Prafke recommended approval of the 2021 Utilities union contract which was for a period of one year, provided for a two percent (2%) wage increase and additional one dollar per hour increase for the Electric Linemen; and modifications to the vacation accrual for employees with thirty-five or more years tenure. In motion by Johnson (E), seconded by Johnson (K) , Resolution No. 2021-21 entitled “Resolution Approving Contract By And Between The City Of Saint Peter And International Union Of Operating Engineers, Local 70, AFL-CIO (Utilities) For Calendar Year 2021“ was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2021-21 is contained in the City Administrator’s book entitled Council Resolutions 23.

Councilmember Bruflat reported she would be participating in the Coalition of Greater Minnesota Cities (COGMC) day of legislative action and was interested in appointment to the Coalition’s Environmental Committee. Councilmember Keri Johnson reported she had been appointed to the Coalition’s Economic Development Committee.

There being no further business, a motion was made by Johnson (E), seconded by Bruflat, to adjourn. With all in favor, the motion carried and the meeting adjourned at 8:22 p.m.

Charles Zieman
Mayor

ATTEST:

Todd Prafke
City Administrator