

CITY OF SAINT PETER, MINNESOTA
OFFICIAL PROCEEDINGS
MINUTES OF THE CITY COUNCIL MEETING
FEBRUARY 8, 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 Governor's Room of the Community Center and by virtual software on February 8, 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 Johnson (E), seconded by Nowell, to approve the agenda. With all in favor, the agenda was approved.

Approval of Minutes – A motion was made by Johnson (K), seconded by Grams, to approve the minutes of the January 25, 2021 regular City Council meeting. With all in favor, the minutes were approved. A complete copy of the minutes of the January 25, 2021 regular City Council meeting is contained in the City Administrator's book entitled Council Proceedings 19.

Public Hearing: City Code Modification – Gateway Ordinance Regulations – City Administrator Prafke reviewed the process for conducting public hearings and indicated each of the two scheduled hearings would be conducted separately. Mayor Zieman opened the public hearing on a petition to modify City Code Gateway Ordinance regulations at 7:03 p.m. Community Development Director Wille provided background information on the petition to modify the City Code and the subsequent Planning and Zoning Commission recommendation to create a two-tier system of requirements for Gateway Ordinance regulations providing for full compliance with the original Gateway regulations for properties on the east side of the district and limiting compliance to properties on the west side of the district to the sides of buildings facing streets and/or parks. Wille reported the applicant, Brad Baker, was very appreciative of the Council's willingness to consider the Code modification which would significantly reduce the cost of his proposed field house project. There being no further speakers, the hearing was declared closed at 7:08 p.m.

Public Hearing: Annexation By Ordinance – City Administrator Prafke reported the notice for the public hearing contained a typo in the log-in information for the virtual meeting and staff recommended the hearing be convened and then continued until a special meeting on February 16th in order to ensure all those who wish to address the Council on the annexation have full opportunity to do so. Prafke noted corrected notices would be sent out to all affected property owners prior to the continuation. Mayor Zieman opened the public hearing on the proposed annexation of seven parcels of land located in Traverse Township which are completely surrounded by land within the City of Saint Peter corporate limits at 7:08 p.m.

Community Development Director Wille reviewed the history of the need for annexation which was being proposed in part to facilitate installation of utility services to a new housing project in Traverse Green Subdivision. Wille also noted previous efforts to work with two of the property owners to obtain easements and while one had been obtained, the other owner had yet to allow the easements. Wille stated annexation of the properties would allow the City to obtain the easement rights through eminent domain proceedings. Wille also noted that the annexation would result in less property taxes for Traverse Township and staff had negotiated a shared taxation agreement with the Township that would provide for the City to reimburse the Township in the amount of \$800 each year for three years.

A motion was made by Nowell, seconded by Bruflat to continue the hearing until 5:30 p.m. on February 16, 2021. Upon roll call, with all in favor, the motion carried and the hearing was continued at 7:18 p.m.

Consent Agenda – In motion by Johnson (E), seconded by Johnson (K), Resolution No. 2021-21 entitled "Resolution Approving Consent Agenda" was introduced. Councilmember Johnson (K) questioned the acceptance of boring proposals from two different companies. Public Works

Director Moulton indicated that if the lowest cost proposal vendor was not available, the second lowest vendor would be asked to perform the work at the same cost as proposed by the first vendor. 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.

City Code Modification: Gateway Overlay Regulations – In motion by Grams, seconded by Johnson (E), Ordinance No. 47, Third Series entitled, "An Ordinance Amending Saint Peter City Code, Chapter 24, Land Use Regulations And Zoning, Division 15, Section 24-446 To Amend The Exterior Wall Finishing Requirements Within The (Go) Gateway Overlay Districts And Adopting By Reference Saint Peter City Code Chapter 1 Section 1-6, Which, Among Other Things, Contain Penalty Provisions" was introduced. Upon roll call, with all in favor, the Ordinance was declared passed and adopted. A complete copy of Ordinance No. 47, Third Series is contained in the City Administrator's book entitled Council Ordinances 2.

Annexation By Ordinance/Property Tax Sharing Agreement – A motion was made by Johnson (E), seconded by Bruflat, to table action on the proposed ordinance until February 16, 2021. With all in favor, the motion carried.

A motion was made by Bruflat, seconded by Johnson (E), to table action on the proposed tax sharing agreement until February 16, 2021. With all in favor, the motion carried.

Revolving Loan Modification: River Rock Kitchen and Bakery – Community Development Director Wille presented the recommendation of the Economic Development Authority to approve a request to extend the balloon payment date on a revolving loan previously provided to River Rock Kitchen and Bakery to February 1, 2026. Wille noted the applicant had continued to make the payments on time and in the full amount and no other terms of the loan would be modified. In motion by Nowell, seconded by DeVos, Resolution No. 2021-23 entitled "Resolution Extending Balloon Payment Of 2016 River Rock Kitchen And Bakery, LLC Revolving Loan" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2021-23 is contained in the City Administrator's book entitled Council Resolutions 23.

2021 Equipment Certificate Purchase: Police Squad Car – Police Chief Peters requested authorization for purchase of a 2020 Dodge Challenger from Lager's, Inc. of St. Peter in the amount of \$28,461 which would be funded by the 2021 Equipment Certificate. Peters noted the car would be a 2020 model as vehicle manufacturing had been impacted by COVID and it was difficult to place orders. In motion by Johnson (E), seconded by Grams, Resolution No. 2021-24 entitled "Resolution Approving 2021 Equipment Certificate Purchase – Police Squad Vehicle" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2021-24 is contained in the City Administrator's book entitled Council Resolutions 23.

Public Works Seasonal Position Establishment – Public Works Director Moulton requested authorization to establish three seasonal positions (Tree Worker, Landscape Gardener, Park Ranger) that would provide additional assistance during the summer. Moulton noted the proposed resolution authorized creation of the positions, adopted the position descriptions and established a higher pay scale for these positions than other seasonal positions due to the higher level of minimum qualifications required. Councilmembers pointed out two errors in the job descriptions that would be corrected by staff. In motion by Johnson (K), seconded by Bruflat, Resolution No. 2021-25 entitled "Resolution Establishing Seasonal Positions In Public Works Department (Landscape Gardener, Tree Worker, And Park Ranger)" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2021-25 is contained in the City Administrator's book entitled Council Resolutions 23.

Executive Session – City Attorney Brandt requested a closed session as authorized under State Statute to discuss contract negotiations with City Administrator Prafke. In motion by Grams, seconded by Johnson (E), Resolution No. 2021-26 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. 2021-26 is contained in the City Administrator's book entitled Council Resolutions 23.

Due to the virtual participants, Mayor Zieman 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 City Administrator's contract negotiations at 7:43 p.m. The Council returned to open session at 7:53 p.m. and when the public and staff who were not part of the closed session returned to the online meeting, the meeting resumed.

New Business (continued) – City Administrator Contract Negotiations – City Attorney Brandt recommended approval of an updated contract for City Administrator Prafke that would increase the annual salary to \$152,500 and extend the term of employment through 2025. In motion by DeVos, seconded by Johnson (E), Resolution No. 2021-27 entitled "Resolution Modifying City Administrator's Contract" was introduced. Councilmember Johnson (K) thanked City Administrator Prafke for his help with the new Councilmembers and indicated her belief his assistance had set the new Councilmembers up for success.

Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2021-27 is contained in the City Administrator's book entitled Council Resolutions 23.

City Administrator Prafke stated it was an "honor and pleasure to serve the Saint Peter community".

Reports

Mayor's Report – Mayor Zieman had no reports.

Closed Session Discussion Recap 01/25/2021 – City Administrator Prafke reported on the discussion at the January 25, 2021 closed session related to Utility Union contract negotiations.

Minnesota River Valley Transit Fare Waiver – City Administrator Prafke reported that additional State funding that will cover all operational costs of Minnesota River Valley Transit through December 31, 2021 had led the Board to waive all regular fares through that date.

Refuse/Recycling Update – City Administrator Prafke reminded utility customers of the need to recycle what they can while keeping non-recyclable materials out of the container and that the drop off location on North Swift Street and at the Nicollet County highway department location on Sunrise Drive could also be used if a customer's curbie was full.

City Administrator Prafke reminded Councilmembers of the River's Edge Hospital CEO interviews scheduled for February 10th.

City Administrator Prafke also reported he would be providing a "State of the City" presentation at the Senior Center on February 9th.

There being no further business, a motion was made by Johnson (E), seconded by Johnson (K), to adjourn. With all in favor, the motion carried and the meeting adjourned at 8:04 p.m.

Charles Zieman
Mayor

ATTEST:

Todd Prafke
City Administrator