

**CITY OF SAINT PETER, MINNESOTA**

**OFFICIAL PROCEEDINGS**

**MINUTES OF THE CITY COUNCIL MEETING  
FEBRUARY 24, 2020**

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Saint Peter was conducted in the Governors' Room of the Community Center on February 24, 2020.

A quorum present, Mayor Zieman called the meeting to order at 7:00 p.m. The following members were present: Councilmembers Keri Johnson, Ed Johnson, Stephan Grams, Shanon Nowell, Brad DeVos, and Mayor Chuck Zieman. Absent was Councilmember Emily Bruflat. The following officials were present: City Attorney James Brandt and City Engineer Jeff Domras. Police Chief Matt Peters appeared in place of City Administrator Prafke.

**Approval of Agenda** – Mayor Zieman asked to have item VII-A (Designating Name of New Dog Park), removed from the agenda for further discussion on the topic as part of the March goal session. A motion was made by Johnson (E), seconded by Grams to approve the agenda with the deletion. With all in favor, the motion carried and the agenda was approved as modified.

**Approval of Minutes** – A motion was made by Grams, seconded by Johnson (K), to approve the minutes of the February 10, 2020 regular City Council meeting. With all in favor, the motion carried and the minutes were approved. A complete copy of the minutes of the February 10, 2020 regular City Council meeting is contained in the City Administrator's book entitled Council Proceedings 19.

A motion was made by Johnson (K), seconded by Johnson (E), to approve the minutes of the February 18, 2020 special City Council meeting. With all in favor, the motion carried and the minutes were approved. A complete copy of the minutes of the February 18, 2020 special City Council meeting is contained in the City Administrator's book entitled Council Proceedings 19.

**Consent Agenda** – In motion by Nowell, seconded by Johnson (E), Resolution No. 2020-20 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. 2020-20 is contained in the City Administrator's book entitled Council Resolutions 23.

**Unbudgeted Purchase: Fencing for Dog Park** – Public Works Director Moulton requested authorization to purchase 1,136' of black vinyl fencing, guards and gates from Sun-Up Construction in the amount of \$50,800. Moulton indicated the proposal from Sun-Up was the lowest cost proposal received and the unbudgeted purchase would be funded with the \$32,000 dog park donation accepted by the Council on February 10<sup>th</sup> and the remainder funded by capital funds in the Parks budget. Moulton indicated that while the purchase was unbudgeted and would require some modifications to the approved Parks budget, purchase of the fencing at this time would allow the dog park association to adhere to timing restrictions as part of grants they had applied for. Councilmember DeVos questioned why City staff wasn't installing the fencing. Moulton replied that the design and type of fencing is more complicated than City staff are used to dealing with and in order to maintain the warranty the decision had been made for the vendor to install the fence.

In motion by DeVos, seconded by Johnson (E), Resolution No. 2020-21 entitled "Resolution Authorizing Purchase Of Vinyl Fencing, Guards, And Gates For The Dog Park At 1125 North Swift Street", was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2020-21 is contained in the City Administrator's book entitled Council Resolutions 23.

**ADA Transition Plan Adoption** – Public Works Director Moulton and City Engineer Jeff Domras of Bolton and Menk, Inc. presented the City's ADA Transition Plan as required by the American's With Disabilities Act of 1990. Moulton noted the plan was required in order to continue to qualify for Federal funding and the corrections identified in the plan would be incorporated into future budget planning. Moulton also stated a public meeting had been held to receive input on the plan with four individuals in attendance and the plan had been posted on the City's website for a comment period during which no comments were received.

Engineer Domras reviewed the plan which provided an inventory of public right-of-way facilities related to accessibility by the public and a thirty (30) year timeline to achieve ADA compliance. Domras indicated the \$4.8 million price tag for the corrections were planning level cost estimates. Domras reported on the compliance levels of City facilities including 56% of the City's pedestrian ramps, 77% of the mainline sidewalks and trails, and 62% of the crosswalks.

Moulton reported that some of the repairs can be included with other work that is occurring in an affected area and City staff may be able to complete some of the repairs during the regular course of their day.

Councilmembers discussed how Minnesota's freeze-thaw cycles impact sidewalk compliance and complimented staff on efforts to reach out to different community groups for comments and participation in development of the plan.

In motion by Johnson (K), seconded by Johnson (E), Resolution No. 2020-22 entitled "Resolution Adopting American's With Disabilities Act (ADA) Transition Plan And Inventory For Public Rights-Of-Way" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2020-22 is contained in the City Administrator's book entitled Council Resolutions 23.

**Property Casualty Insurance Coverage Modification** – Finance Director Vogel presented a recommendation to modify the City's property casualty insurance coverage through the League of Minnesota Cities Insurance Trust (LMCIT) by raising the deductible to \$75,000 per occurrence (\$100,000 aggregate) in order to save money on the premium. Vogel's recommendation was based on a review of past claims. Vogel also recommended the City decline the Federal employment claims coverage which would have been an additional cost of \$20,975. Vogel noted the Insurance Trust is a pool of member cities and dividends ranging in amounts from \$20,000 - \$50,000 have been returned to members in each of the last twenty years. In motion by Grams, seconded by Nowell, Resolution No. 2020-23 entitled "Resolution Approving Modification To The City's Property Casualty Insurance From The League Of Minnesota Cities Insurance Trust" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2020-23 is contained in the City Administrator's book entitled Council Resolutions 23.

**Business License Application** – Police Chief Peters recommended approval of a Tree Worker license application submitted by Bryant Straub dba Pumpkin Hill Tree Service. Peters noted that as a new applicant, the Police Department had completed a background investigation and nothing had been found that would prohibit issuance of the one year license. In motion by Johnson (E), seconded by Johnson (K), Resolution No. 2020-24 entitled "Resolution Approving Business License" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2020-24 is contained in the City Administrator's book entitled Council Resolutions 23.

## **Reports**

**Mayor's Report** – Mayor Zieman and Councilmember Johnson (E) provided brief reports on the House of Representatives hearing they had attended regarding the City's request for a one-half percent sales tax to fund the Fire Station project.

**Closed Session of February 10, 2020** – City Attorney Brandt reported on the closed session held on February 10, 2020 at which discussion on the method of sale for the former wastewater treatment ponds property took place.

**Presidential Nominating Primary (PNP) Election** – Executive Secretary to the City Administrator Luker, in her capacity as the City's Election Official, reported on the March 3<sup>rd</sup> Presidential Nominating Primary which was authorized by the Legislature in 2016. Luker announced Ward I voters would once again cast ballots at the National Guard Armory and reminded all voters of the PNP requirement that voters must select one major political party when they sign the roster and that is the only ballot they may receive. Luker cautioned that voters who refuse to select a political party will not be allowed to vote in the election.

There being no further business, a motion was made by Johnson (E), seconded by Grams, to adjourn. With all in favor, the motion carried and the meeting adjourned at 7:45 p.m.

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Charles Zieman  
Mayor

ATTEST:

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Todd Prafke  
City Administrator