

CITY OF SAINT PETER, MINNESOTA
OFFICIAL PROCEEDINGS
MINUTES OF THE CITY COUNCIL MEETING
JUNE 8, 2020

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Saint Peter was conducted by virtual software on June 8, 2020. 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 City Council meetings will be conducted remotely using GoToMeeting software until further notice.

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 Ed Johnson, Keri Johnson, Shanon Nowell, Brad DeVos, Stephan Grams, Emily Bruflat and Mayor Zieman. The following officials were present: City Administrator Todd Prafke, City Attorney James Brandt and City Engineer Jeff Domras.

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 May 26, 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 May 26, 2020 regular 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. 2020-60 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. 2020-60 is contained in the City Administrator's book entitled Council Resolutions 23.

Park Naming Policy – Public Works Director Moulton presented the Parks and Recreation Advisory Board recommendation for a policy that would be used for naming all City owned parks and parks facilities. Moulton notified the Council that the draft policy was based on what is already being done for park naming. Mayor Zieman asked when the Parks Board would consider a name for the new dog park on North Swift Street. Moulton reported it would be on June 15th and the Board would most likely consider three names with a recommendation of one of those names to the City Council at a future meeting. Councilmember Johnson (K) asked for the removal of "contraceptives" and "adjudicated felons" from the list of exclusions citing her belief that felons can be rehabilitated and the Council would weed out unacceptable name suggestions prior to adoption. In motion by Johnson (K), seconded by DeVos, Resolution No. 2020-61 entitled "Resolution Adopting Park And Park Facility Naming Policy" was introduced with modifications to remove "contraceptives" and "adjudicated felons" from the list of categories that would be excluded from consideration for naming a park. Upon roll call, with all in favor, the Resolution was declared passed and adopted as modified. A complete copy of Resolution No. 2020-61 is contained in the City Administrator's book entitled Council Resolutions 23.

Revolving Loan Request: Mary L. Brandt – Community Development Director Wille presented the Economic Development Authority recommendation for approval of a revolving loan application in the amount of \$20,593 submitted by Mary L. Brandt for repairs to the

property at 219 West Nassau Street. Wille noted the applicant will fund 10% of the project cost and the loan would be amortized over ten (10) years at zero percent (0%) interest and secured by a first mortgage on the property. In addition, Wille noted the property insurance must be maintained and include the City of Saint Peter as an additional insured for the length of the note. Wille also noted that since the applicant is the spouse of the City Attorney, the City Administrator's office was having the loan documents reviewed by outside counsel. In motion by Johnson (E), seconded by Grams, Resolution No. 2020-62 entitled "Resolution Approving A \$20,593 Central Business District/Accessibility Enhancement Revolving Loan To Mary L. Brandt To Partially Finance The Repair Of The Roofing And Partial Tuck Pointing Of The Facade Of The Brandt Law Offices (219 West Nassau Street)" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2020-62 is contained in the City Administrator's book entitled Council Resolutions 23.

COVID-19 Micro Loan Program Modification – Community Development Director Wille presented the Economic Development Authority recommendation to approve a request to add "business to business bookkeeping services" to the roster of business sectors eligible for the COVID-19 Micro Loan program. In motion by Johnson (K), seconded by Bruflat, Resolution No. 2020-63 entitled "Resolution Modifying COVID-19 Micro Loan Program To Add Business-To-Business Bookkeeping Services" was introduced. Upon roll call, Councilmembers Grams, Bruflat, Johnson (E), Nowell, Johnson (K), and Mayor Zieman voting aye, Councilmember DeVos abstaining, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2020-63 is contained in the City Administrator's book entitled Council Resolutions 23.

Reports

Mayor's Report – Mayor Zieman had no reports.

COVID-19 Update – City Administrator Prafke reported City offices, which had been operational but closed to the public since the state-wide emergency had been declared, would reopen on June 15th with City employees practicing social distancing and proper hygiene procedures. Prafke noted the gym and track at the Community Center would not yet be opened. Councilmember Johnson (K) asked if curbside service would still be provided at the library. Schugel indicated it would still be offered for the foreseeable future.

Outdoor Pool Update – Recreation and Leisure Services Director Schugel provided a report on plans being developed for the safe reopening of the outdoor pool under State and CDC guidelines. Schugel indicated some of the regulations that must be met are still unclear and that he was prepared to provide for a deeper discussion on what must be done to open the pool as part of the next Council workshop.

Hallett's Pond - City Administrator Prafke reported the accessible fishing pier at Hallett's Pond had been installed, but cautioned that the area of the pier is not a swimming area and youth should not be jumping into the Pond from the pier. Prafke noted the bottom of the Pond is varying depths in the area of the pier making it dangerous to swim there. Prafke also reminded the public that no vehicle access is provided to the pond and those using the gravel road on the southwest side of Hallett's Pond are driving on privately owned property. Prafke noted the only access is the official trail for pedestrians and/or bikes.

Future Council Meeting Format – City Administrator Prafke reminded the Council they will be moving to a "hybrid" meeting format beginning June 15th with Councilmembers who wish to

attend meetings in person doing so while those who choose to continue virtually will have access that way. Prafke noted that changes in Statute will be reviewed to ensure compliance with the Open Meeting Law.

City Attorney Brandt thanked the City Council and taxpayers in Saint Peter for making the revolving loan funds available to enhance and improve downtown businesses.

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 7:49 p.m.

Charles Zieman
Mayor

ATTEST:

Todd Prafke
City Administrator