

CITY OF SAINT PETER, MINNESOTA
OFFICIAL PROCEEDINGS
MINUTES OF THE CITY COUNCIL MEETING
JULY 12, 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.

A quorum present, Mayor Zieman called the meeting to order at 7:01 p.m. The following members were present: Councilmembers Ed Johnson, Shanon Nowell, Brad DeVos, Emily Bruflat and Mayor Chuck Zieman. Absent were Councilmembers Keri Johnson and Stephan Grams. The following officials were also 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 DeVos, seconded by Johnson (E), to approve the minutes of the June 28, 2021 regular City Council meeting. With all in favor, the minutes were approved. A complete copy of the minutes of the June 28, 2021 regular City Council meeting is contained in the City Administrator's book entitled Council Proceedings 19.

Public Hearing: Request For Administrative Lot Split – Mayor Zieman reviewed the process for public hearings and then opened the public hearing on a petition requesting an administrative lot split at 7:03 p.m. Community Development Director Wille provided an overview of the petition from Ruth Weelborg for an administrative lot split to create two parcels, one of which would be purchased by Gustavus Adolphus College and included on the college campus. Wille indicated the parcel to be split was part of the recent Council annexation action that had yet to be approved by the State of Minnesota. Wille noted the Planning Commission recommended approval of the split and pointed out that notice of the hearing had been duly published in the *St. Peter Herald* and abutting property owners had been notified as required by Statute. There being no further speakers, the hearing was declared closed at 7:06 p.m.

Visitors – Nicholas Strand, 1105 Willow Court, addressed the Council regarding what he felt is the blatant disrespect exhibited by the Councilmember who has refused to stand and/or participate in the Pledge of Allegiance. Strand indicated his belief that everyone owes a debt to those who have served in the military and part of that debt is to stand and respect the flag. Strand reminded the Council they are elected to serve as a voice for all Saint Peter residents, many of whom are veterans and he asked the City Council to show respect to the flag and veterans.

Chief of Police Oath of Office Ceremony - City Administrator Prafke administered the ceremonial Oath of Office to new Chief of Police Matthew Grochow. Following the ceremony the meeting was recessed (7:09) to allow the new Chief of Police to take photos with his family.

The meeting resumed at 7:13 p.m.

Consent Agenda – In motion by Bruflat, seconded by Nowell, Resolution No. 2021-103 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. 2021-103 is contained in the City Administrator's book entitled Council Resolutions 23.

2020 Audit Presentation and Acceptance – Jim Eichten of the City's auditing firm (MMKR) presented his findings from the 2020 audit. Eichten reviewed both compliance findings and financial results for all of the City's general, special, utility and other funds. Eichten summarized the audit by indicating he had issued a clean opinion, the findings he discovered were not actionable but were reportable for which staff had taken appropriate compensating measures; and staff continued to provide ongoing assessment of financial projections and debt management.

Following the presentation, Finance Director Vogel requested formal acceptance of the audit. In motion by Nowell, seconded by Bruflat, Resolution No. 2021-104 entitled "Resolution Accepting 2020 Financial Statements Together With Independent Auditor's Report" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2021-104 is contained in the City Administrator's book entitled Council Resolutions 23.

Administrative Lot Split Request – Following the public hearing Community Development Director Wille presented the Planning and Zoning Commission recommendation for approval of the administrative lot split requested by Ruth Ann Weelborg. In motion by DeVos, seconded by Johnson (E), Resolution No. 2021-105 entitled "Resolution Approving Waiver Of Subdivision For Property Within Section 17, Township 110N, City Of Saint Peter, Nicollet County, Minnesota

And Accepting The Administrative Lot Split (Certificate of Survey) As Petitioned By Ruth Ann Weelborg“ was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2021-105 is contained in the City Administrator’s book entitled Council Resolutions 23.

Supervisory Control And Data Acquisition (SCADA) Project Bid Award – Public Works Director Moulton requested award of the bid for the SCADA Upgrade Project to Automatic Systems Company in the amount of \$92,744. Moulton noted that while the SCADA software at the water plant had already been upgraded, the SCADA software used at the wastewater plant which had been installed seventeen (17) years ago and utilized the Windows XP operating system, had not been upgraded. Moulton reported the system still worked well for the most part but was experiencing occasional failures and replacement had been budgeted in the 2021 Wastewater Fund budget. Moulton noted only one bid had been received for the proprietary system and recommended award to Automatic Systems. In response to a question by Councilmember DeVos, Moulton reported the expected life of the new software was ten (10) years. In motion by Bruflat, seconded by Nowell, Resolution No. 2021-106 entitled “Resolution Awarding Bid For Supervisory Control And Data Acquisition (SCADA) Upgrade Project” was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2021-106 is contained in the City Administrator’s book entitled Council Resolutions 23.

Reports

Mayor’s Report – Mayor Zieman questioned when the North Third Street, Center and McLeod Streets From West St. Julien To 1,000 Feet North Project would start. Moulton indicated the expected start date was July 19th and staff would work with residents to provide access to their properties.

Fourth of July – City Administrator Prafke reported the return of the Fourth of July community events which had been cancelled in 2020 due to the state-wide lock down, had good turnout and everyone did a good job removing trash and personal items following the parade.

Minnesota River Valley Transit Board Meeting Schedule – City Administrator Prafke reminded Councilmembers of the July 13th Minnesota River Valley Transit Board meeting which would still be conducted virtually and include the audit presentation and 202e budget adoption. Prafke also noted that by the end of the year, the system was expecting to have provided over 50,000 rides and fares continue to be waived through the end of 2021.

Councilmember Statement - Councilmember DeVos read a prepared statement to report he had filed a complaint with City Administrator Prafke regarding what he perceived to be a threatening statement made to him by Mayor Zieman following the last workshop session. DeVos stated his belief that the Mayor was not suited to preside over Council meetings and asked for the Mayor to resign and if he would not, for the Mayor to be removed as chair of Council meetings under Robert’s Rules of Order. DeVos directed the Mayor to not contact him or approach him in the future unless witnesses were present.

Execution Session: Attorney/Client Privilege Assessment Litigation – In motion by Johnson (E), seconded by Nowell, Resolution No. 2021-107 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. 2021-107 is contained in the City Administrator’s book entitled Council Resolutions 23.

As authorized in State Statute, the City Council adjourned to closed session to discuss litigation covered under attorney-client privilege at 8:01 p.m.

The Council returned to open session at 8:24 p.m.

There being no further business, a motion was made by Johnson (E), seconded by Nowell, to adjourn. With all in favor, the motion carried and the meeting adjourned at 8:25 p.m.

Charles Zieman
Mayor

ATTEST:

Todd Prafke
City Administrator