

CITY OF SAINT PETER, MINNESOTA

**OFFICIAL PROCEEDINGS
MINUTES OF THE CITY COUNCIL MEETING
AUGUST 23, 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 Governors' Room of the Community Center.

A quorum present, Mayor Zieman called the meeting to order at 7:00 p.m. The following members were present: Councilmembers Ed Johnson, Shanon Nowell, Keri Johnson, Brad DeVos, Emily Bruflat and Mayor Chuck Zieman. Absent was Councilmember 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 Bruflat, 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 Johnson (E), to approve the minutes of the August 9, 2021 regular City Council meeting. With all in favor, the minutes were approved. A complete copy of the minutes of the August 9, 2021 regular City Council meeting is contained in the City Administrator's book entitled Council Proceedings 19.

Consent Agenda – City Administrator Prafke asked to modify the resolution by adding the appointment of Jerry Lucas as an Election Judge. Councilmember DeVos asked for a language change in the Bus Driver wage issue to reflect the additional \$1.00 per hour rate would take effect for all hours worked after 8:00 p.m. versus for shifts which begin at 8:00 p.m. or later. In motion by Johnson (E), seconded by Bruflat, Resolution No. 2021-118 entitled "Resolution Approving Consent Agenda" was introduced with the requested modifications. Upon roll call, with all in favor, the Resolution was declared passed and adopted as modified. A complete copy of Resolution No. 2021-118 is contained in the City Administrator's book entitled Council Resolutions 23.

Police Department Staffing Levels/Patrol Sergeant Position Description – Chief of Police Grochow requested adoption of an updated position description for the position of Patrol Sergeant and adoption of authorized staffing levels for P.O.S.T. licensed personnel in the Police Department. Grochow said while the full complement of licensed personnel would continue to be capped at fifteen (15), the new staffing levels would include an additional Patrol Sergeant position and an internal recruitment process for the second Sergeant would begin immediately if approved. City Administrator Prafke noted having the second Sergeant position would provide additional support for what is becoming a less experienced staff of Patrol Officers and would help foster their growth and success by having a veteran officer available to them during evening shifts. Prafke also pointed out that it creates another option for Patrol Officers to progress in rank.

Councilmember Johnson (K) questioned why the Department staff is trending younger and less experienced. Grochow responded that public perception of policing in general has led to more resignations and fewer applicants. Grochow also reported that he had met with each Patrol Officer in response to a questionnaire he asked them to complete and the overall trend was Officer's requesting additional support at night from more experienced Officers which led to the recommendation for a second Sergeant position.

In motion by Nowell, seconded by Bruflat, Resolution No. 2021-119 entitled "Resolution Adopting Updated Police Department Position Description (Patrol Sergeant)" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2021-119 is contained in the City Administrator's book entitled Council Resolutions 23.

In motion by Johnson (E), seconded by Bruflat, Resolution No. 2021-120 entitled "Resolution Establishing Authorized Staffing Levels For Licensed Officers Within The Police Department" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2021-120 is contained in the City Administrator's book entitled Council Resolutions 23.

Highways 169/22/99 Intersection Project Preliminary Engineering – Public Works Director Moulton requested Bolton and Menk, Inc. be retained, at a not to exceed fee of \$28,600, to provide preliminary engineering for a project to replace utilities originally installed in the 1960's under Highway 169 from Jefferson Avenue to a point 1,000 feet south in conjunction with a MnDOT project to reconstruct the intersections at Highways 169, 22 and 99. Moulton indicated that MnDOT required plans to be sixty percent (60%) completed by the end of September with final design by December, bids in January and construction in 2023. Moulton noted that coordinating the work with the MnDOT project would provide cost savings to the City. In motion by Nowell, seconded by Johnson (K), Resolution No. 2021-121 entitled "Resolution Authorizing

Preliminary Engineering For Sanitary Sewer And Watermain Design For Highway 169 (Minnesota Avenue)/South Frontage Road Project“ was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2021-121 is contained in the City Administrator’s book entitled Council Resolutions 23.

Pickleball Court Construction Project – Public Works Director Moulton recommended acceptance of the lowest cost proposal from Tennis West of Hopkins, Minnesota in the amount of \$19,730 to reconstruct some of the tennis courts at Veteran’s Memorial Park into pickleball courts. Moulton indicated the initial funding for the project would be from the 2021 Equipment Certificate with the St. Peter Pickleball Association repaying \$12,000 of the cost. Moulton also pointed out that an additional \$8,000 would be incurred to install nets, windscreens and standards.

In motion by Johnson (E), seconded by Nowell, Resolution No. 2021-122 entitled “Resolution Accepting Proposal To Install Pickleball Courts At Veteran’s Memorial Park To Be Funded By The 2021 Equipment Certificate“ was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2021-122 is contained in the City Administrator’s book entitled Council Resolutions 23.

Closed Session – Sale Of Former Wastewater Ponds – Mayor Zieman called for a closed session as authorized by State Statute to discuss an offer to buy the City’s former wastewater treatment ponds property. In motion by Bruflat, seconded by Johnson (K), Resolution No. 2021-123 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. 2021-123 is contained in the City Administrator’s book entitled Council Resolutions 23.

The Council adjourned to closed session to discuss an offer to purchase the City’s former wastewater treatment ponds property at 7:30 p.m.

The Council returned to open session at 7:43 p.m.

Sale of Former Wastewater Ponds – City Administrator Prafke reported the former wastewater treatment ponds had been for sale for a number of years and three offers had been received for the property in the last three months after being marketed by Whitetail Properties Real Estate. Prafke recommended accepting the offer of \$325,000 from the Warren W. West Revocable Trust. Prafke noted the Trust would leave the property as is and the City Attorney would prepare the necessary documents for sale of the property with revenues from the sale going to the Parkland Dedication Fund. In motion by DeVos, seconded by Johnson (E), Resolution No. 2021-124 entitled “Resolution Approving Sale Of Former Wastewater Treatment Ponds To Warren W. West Revocable Trust“ was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2021-124 is contained in the City Administrator’s book entitled Council Resolutions 23.

Reports

Mayor’s Report – Mayor Zieman had no reports.

E-Billing Report – Finance Director Vogel provided a report on usage of the various utility bill payment methods including e-billing statements, credit cards, paperless billing, and autopay. Vogel noted payment by credit card, for which the City is paying a 2.4% fee based on the amount paid, had been limited to \$750 per month per account to prevent commercial/industrial accounts from utilizing that option.

Councilmember Johnson (E), who also serves on the Fair Board, expressed appreciation to everyone who attended the Nicollet County fair.

Water Conservation – Public Works Director Moulton reported that as the state-wide drought continues, the gallons of water pumped by the City continue to be approximately 200% of the January levels. (The Minnesota Department of Natural Resources had previously asked public water suppliers to encourage conservation that would reduce water usage to 150% of January levels.) Mayor Zieman encouraged residents to try and conserve water use as requested by the State of Minnesota.

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 7:55 p.m.

Charles Zieman
Mayor

ATTEST:

Todd Prafke
City Administrator