

CITY OF SAINT PETER, MINNESOTA
OFFICIAL PROCEEDINGS
MINUTES OF THE CITY COUNCIL MEETING
OCTOBER 12, 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 Senior Center of the Community Center and by virtual software on October 12, 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 this City Council meeting was conducted both in-person and remotely using GoToMeeting software.

A quorum present, Mayor Zieman called the meeting to order at 7:11 p.m. The following members were present through the virtual platform: Councilmembers Shanon Nowell, Brad DeVos, Stephan Grams, and Emily Bruflat. The following members were present in the meeting room: Mayor Charles Zieman and Councilmembers Ed Johnson and 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 – Mayor Zieman noted the agenda item entitled “North Traverse Green Subdivision Development Agreements” would be removed from the agenda as the easements necessary to provide for development of utilities to the property were still being negotiated. A motion was made by Johnson (E), seconded by Johnson (K), to approve the agenda as modified. With all in favor, the modified agenda was approved.

Approval of Minutes –A motion was made by Grams, seconded by Nowell, to approve the minutes of the September 28, 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 September 28, 2020 regular City Council meeting is contained in the City Administrator’s book entitled Council Proceedings 19.

Consent Agenda – In motion by Johnson (K), seconded by Johnson (E), Resolution No. 2020-115 entitled “Resolution Approving Consent Agenda” was introduced. Councilmember Bruflat asked for additional information on the wage scales for part-time Building Supervisors at the Community Center. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2020-115 is contained in the City Administrator’s book entitled Council Resolutions 23.

River’s Edge Hospital Financing Bond Reserve Amount – City Administrator Prafke reported the closing date for the USDA bonds to finance the River’s Edge Hospital project had been delayed to take advantage of a lower interest rate that would save \$900,000 over the life of the issuance and as such, the USDA was recommending a modification to the original resolution to indicated a lower reserve amount required as part of the funding. In motion by Nowell, seconded by Johnson (E), Resolution No. 2020-116 entitled “Resolution Amending Resolution No. 2020-104 Related To The Issuance Of The City’s \$33,320,000 Taxable Health Facilities Revenue Bonds, Series 2020” was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2020-116 is contained in the City Administrator’s book entitled Council Resolutions 23.

CBD/ADA Grant Program Continuation – Community Development Director Wille presented the Economic Development Authority (EDA) recommendation to continue a grant program initiated in 2020 that would provide grant funds to central business district property owners to make accessibility improvements at their properties. Wille indicated three businesses took advantage of the program in 2020 (installation of automatic door openers) and if the program were continued in 2021, \$28,434.37 in revolving loan interest was available to fund the program. Councilmember Johnson (K) questioned if those downtown businesses with signs indicating customers with accessibility issues should use a back door or ring a doorbell for access met the requirements of the Americans with Disabilities Act. Wille indicated it met the intent if not the letter of the law, but those options still provided for enhanced accessibility for some customers. In motion by Bruflat, seconded by Johnson (K), Resolution No. 2020-117 entitled “Resolution Continuing Central Business District Accessibility Improvement Grant Program In 2021” was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2020-117 is contained in the City Administrator’s book entitled Council Resolutions 23. Councilmember DeVos questioned how the program would be promoted. Wille replied that direct mailings would be sent to property owners and possibly also

to tenants who would ultimately need the property owner's approval since the program requires a lien on the property for the fifteen year term.

2020 Bowling Alley Demolition Bid Award – Public Works Director Moulton recommended contingent award of the base bid and alternate bid for the 2020 Bowling Alley Demolition Project to low bidder Rehneit Excavating in the total amount of \$47,872.68. Moulton noted there will be some additional work done at the property including disconnection of utilities, hauling in fill, parking lot removal, and then restoring the area with additional fill and seeding. Councilmember Grams questioned how the City would recoup the expenditure. City Attorney Brandt indicated the law would allow for assessment of all the City's costs and if the property owner would agree to turn over the property to the City, the costs would be included in any potential sale of the property. Brandt also indicated he had joined Building Official Busse in making a presentation earlier in the day in front of the District Court Judge who had taken the matter under advisement to check legal procedures, but the Judge had indicated she would make a decision "sooner rather than later".

Mayor Zieman asked if a solar display could be installed on the property. City Administrator Prafke indicated the property was expected to be modified for residential use as it is located in a residential area. Public Works Director Moulton indicated the lot may work for solar if the Council chose to do so, but the grade of the abutting Highway 99 would cause issues.

In motion by Johnson (E), seconded by Bruflat, Resolution No. 2020-118 entitled "Resolution Awarding Bid For 2020 Bowling Alley Demolition Project" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2020-118 is contained in the City Administrator's book entitled Council Resolutions 23.

Assessment of Unpaid Utility Charges – Finance Director Vogel recommended initiation of the process for assessment of unpaid utility charges as of May 31, 2020. Vogel reported a total of \$17,795.19 in unpaid utility charges but under State law, which does not allow assessment of unpaid electric charges if the charges were incurred by a tenant, only \$5,094.11 would be assessed. Vogel recommended a public hearing on the proposed assessments be called for November 9, 2020 and indicated affected property owners would receive individual notices and a notice of the hearing would be published in the St. Peter Herald. In motion by Nowell, seconded by Johnson (K), Resolution No. 2020-119 entitled "Resolution Declaring Unpaid Charges For Municipal Utilities To Be Assessed And Ordering Preparation Of Proposed Assessment" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2020-119 is contained in the City Administrator's book entitled Council Resolutions 23.

In motion by Johnson (K), seconded by Bruflat, Resolution No. 2020-120 entitled "Resolution Calling For A Public Hearing Declaring Unpaid Charges For Municipal Utilities To Be Assessed" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2020-120 is contained in the City Administrator's book entitled Council Resolutions 23.

Assessment of Unpaid Miscellaneous Charges – Finance Director Vogel recommended initiation of the process for assessment of unpaid miscellaneous charges such as snow removal and lawn mowing (totaling \$545.37) and \$71,278.63 in costs for sidewalk, curb, gutter and driveway improvements for private property owners who had signed waivers of assessment for the work. Vogel recommended a public hearing be called on November 9, 2020 to consider the proposed assessments. In motion by Johnson (E), seconded by Grams, Resolution No. 2020-121 entitled "Resolution Declaring Unpaid Charges To Be Assessed And Ordering Preparation Of Proposed Assessment Of Miscellaneous Charges" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2020-121 is contained in the City Administrator's book entitled Council Resolutions 23.

In motion by Johnson (K), seconded by Bruflat, Resolution No. 2020-122 entitled "Resolution Calling For Public Hearing On Assessment Of Miscellaneous Charges" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2020-122 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 the change to give priority to St. Peter residents for open gym at the Community Center was going well and participation rates continued to be high.

City Administrator Prafke reminded the Council of the public information virtual meeting about the North Third Street improvement project which would be held on October 14th beginning at 5:00 p.m. Prafke noted the log-in information has been provided to abutting property owners and was posted on the City’s website.

City Attorney Brandt reminded Councilmembers to turn in their City Administrator evaluation form by October 19th.

Councilmember Johnson (K) expressed her appreciation to Police Officer Hughes and everyone involved in the Night To Unite event. Johnson indicated there had been double the amount of neighborhood gatherings as the previous year and there was a “festive atmosphere of connection” at the events.

Councilmember Grams asked if the response to the upcoming North Third Street information meeting was positive. Prafke indicated staff was confident property owners would participate.

Councilmember Nowell thanked staff for working hard to make the demolition of the fire ravaged bowling alley as expedient as possible.

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 8:53 p.m.

Charles Zieman
Mayor

ATTEST:

Todd Prafke
City Administrator