

**CITY OF SAINT PETER, MINNESOTA**  
**OFFICIAL PROCEEDINGS**  
**MINUTES OF THE CITY COUNCIL MEETING**  
**FEBRUARY 27, 2023**

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 Nowell called the meeting to order at 7:00 p.m. The following members were present: Shanon Nowell, Brad DeVos, Keri Johnson, and Emily Bruflat. Absent were Councilmembers Ben Ranft, Darrell Pettis and Dustin Sharstrom. The following officials were also present: City Administrator Todd Prafke, Assistant City Attorney Steven Winkler, and City Engineer Jeff Domras.

**Approval of Agenda** – A motion was made by Bruflat, seconded by Johnson, to approve the agenda. With all in favor, the agenda was approved.

**Approval of Minutes** – A motion was made by Johnson, seconded by Bruflat, to approve the minutes of the February 13, 2023 regular City Council meeting. With all in favor, the minutes were approved. A complete copy of the minutes of the February 13, 2023 regular City Council meeting is contained in the City Administrator's book entitled Council Proceedings 20.

**Consent Agenda** – In motion by DeVos, seconded by Johnson, Resolution No. 2023–33 entitled "Resolution Approving Consent Agenda" was introduced with a correction to the wage rate for the Mechanic appointment to \$32.72 per hour. Councilmember DeVos questioned if the company being hired to clean park restrooms was the same as in 2022 and, if not, and whether the new company had been backgrounded. Maintenance Superintendent Joel Schmidt indicated it was a different company and local references had been checked. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2023-33 is contained in the City Administrator's book entitled Council Resolutions 24.

**DNR Grant Deed Restriction Requirement** – City Administrator Prafke reported that a requirement of the Outdoor Recreation Grant funds awarded to the City by the Department of Natural Resources (DNR) for accessibility improvements at Minnesota Square Park, requires a deed restriction to be placed on the park property to limit future use of the property to outdoor recreation. Prafke recommended authorization be provided for recording of the deed restriction with Nicollet County. In motion by Bruflat, seconded by Johnson, Resolution No. 2023-34 entitled "Resolution Authorizing Recording Of Deed Restriction For Minnesota Square Park As Required By Department Of Natural Resources Outdoor Recreation Grant" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2023-34 is contained in the City Administrator's book entitled Council Resolutions 24.

**No Mow May Program Establishment** – Following the trial No Mow May program in May 2022, and the Council's extensive discussion on creating a more formal program, City Administrator Prafke recommended adoption of a resolution that would establish a program in May, 2023. Prafke noted that the program was designed to require participants to register with the City, post a City-issued sign at the property to indicate a "waiver" had been registered for the City's tall grass regulations during the month of May, and that compliance with the regulations would be required by June 12, 2023. Prafke also noted that non-participants would still be required to comply with the grass regulations.

In motion by Bruflat, seconded by Johnson, Resolution No. 2023-35 entitled “Resolution Establishing ‘No Mow May’ Program” was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2023-35 is contained in the City Administrator’s book entitled Council Resolutions 24.

**Parkview Manor Improvements Project Administration Contract** – City Administrator Prafke recommended Southwest Minnesota Housing Partnership (SWMHP) be retained to administer the state and federal grants received for roof and HVAC improvements at Parkview Manor. Prafke noted that with all federal grants, extensive reporting is required and SWMHP has the ability and experience to provide for the reporting. Prafke noted the fee for the service would be a not to exceed amount of \$75,000 which would be funded by the grant funds and Parkview Manor funds.

Councilmember Johnson questioned whether the City Council would be involved in the bidding process for the work at Parkview. Prafke responded that the Housing and Redevelopment Authority, whose members are appointed by the City Council, would oversee the bidding process with guidance from SWMHP.

In motion by Johnson, seconded by DeVos, Resolution No. 2023-36 entitled “Resolution Approving A Contract With Southwest Minnesota Housing Partnership (SWMHP) For Grant And Project Administration” was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2023-36 is contained in the City Administrator’s book entitled Council Resolutions 24.

**2022 MnDOT Delegated Contract Process Agreement** – City Administrator Prafke recommended adoption of a resolution authorizing execution of an updated agreement for the Minnesota Commissioner of Transportation to serve as the City’s agent in receipt of federal transportation funds. Prafke noted the agreement was important to ensure ATP funding is available to the City for projects such as improvements at the intersection of Old Minnesota Avenue and West St. Julien Street and others funded by federal funds. In motion by Johnson, seconded by Bruflat, Resolution No. 2023-37 entitled “Resolution Authorizing Execution Of Minnesota Department Of Transportation Agency Agreement No. 1052246” was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2023-37 is contained in the City Administrator’s book entitled Council Resolutions 24.

**Refuse Hauling Contract Request For Bids** – City Administrator Prafke recommended receipt of bids be authorized for a refuse hauling contract for residential customers. Prafke noted the City’s current contract with LJP Enterprises expires in June, 2023 and receiving bids at this time would allow enough time to transition to a new hauler if one was awarded the bid. Prafke noted the draft contract would be provided to bidders as part of the bid documents, but the final contract would be determined at the time of bid award. In motion by Bruflat, seconded by Johnson, Resolution No. 2023-38 entitled “Resolution Authorizing Receipt Of Bids For Refuse Hauling Contract” was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2023-38 is contained in the City Administrator’s book entitled Council Resolutions 24.

**Flagstone TEFRA Host Approval** – City Administrator Prafke presented a request for host approval as authorized under IRS rules, for a \$15,295,000 bond issuance by Flagstone Community Foundation. Prafke noted that similar requests had come before the Council in the past and the bond issuance was part of a project for up to sixty-eight facilities in 16 different states with one being Sunrise Meadows apartments in St. Peter. Prafke pointed out that approval of the resolution in no way obligated the City of Saint Peter for repayment of the bonds.

Councilmember DeVos questioned the information in the resolution that stated a public hearing was held on the issue in January, 2023. Prafke clarified that the public hearing had been a nationwide hearing held by Flagstone and was not held by the Saint Peter City Council.

Lee McCormick of the National Finance Authority and Jackson Crow of Fairstead addressed the Council to indicate the action was allowed for non-profits under IRS rules and was a way of reducing borrowing costs that would help keep rents low.

In motion by DeVos, seconded by Johnson, Resolution No. 2023-39 entitled “Resolution Of The City Of Saint Peter Approving The Issuance Of The National Finance Authority Qualified 501(C)(3) Bonds For A Qualified Residential Rental Project In An Aggregate Principal Amount Not To Exceed \$15,295,000 For The Purpose Of Financing Or Refinancing The Acquisition, Rehabilitation, Improvement And Equipping Of Sunrise Apartments (1435 Sunrise Drive) And Certain Other Matters Relating Thereto” was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2023-39 is contained in the City Administrator’s book entitled Council Resolutions 24.

**Tobacco License Application** – City Administrator Prafke reported nothing had been found in the background investigation for the new owners of Freedom Valu Station at 624 South Minnesota Avenue, that would prohibit issuance of a tobacco license.

Councilmember DeVos asked for clarification as to whether this was a new license or transfer of an existing license. City Administrator Prafke noted that the business was being sold so it was not an additional tobacco license, but rather a transfer of an existing one.

In motion by Johnson, seconded by Bruflat, Resolution No. 2023-40 entitled “Resolution Approving Tobacco License Application” was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2023-40 is contained in the City Administrator’s book entitled Council Resolutions 24.

## **Reports**

**Mayor’s Report** – Mayor Nowell took a moment to remember Margaret “Margie” Nelsen, a former City Councilmember who recently passed away. Nowell stated Margie would be greatly missed and extended her condolences to the family.

Councilmember DeVos reported on attendance at the Region Nine/Climate Smart Municipalities presentation he had attended with Mayor Nowell. DeVos indicated the event focused on renewable/clean energy initiatives.

**Storm Cleanup Report** – Maintenance Superintendent Joel Schmidt reported that cleanup from the heavy winter storm the week before was nearly complete with downtown snow removal hampered by the overnight rains and loss of the SnoBlo equipment.

Councilmember DeVos expressed his appreciation to the Public Works snow removal crews and stated he was very impressed with the work they had done in a difficult winter.

There being no further business, a motion was made by Johnson, seconded by Bruflat, to adjourn. With all in favor, the motion carried and the meeting adjourned at 7:35 p.m.

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Shanon A. Nowell  
Mayor

ATTEST:

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Todd Prafke  
City Administrator