

CITY OF SAINT PETER, MINNESOTA

**OFFICIAL PROCEEDINGS
MINUTES OF THE CITY COUNCIL MEETING
FEBRUARY 28, 2022**

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, Keri Johnson, Darrell Pettis, Ben Ranft, and Emily Bruflat. Absent were Councilmembers Bradley DeVos and Dustin Sharstrom. The following officials were also present: City Administrator Todd Prafke and City Attorney James Brandt.

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 Pettis, seconded by Ranft, to approve the minutes of the February 14, 2022 regular City Council meeting. With all in favor, the minutes were approved. A complete copy of the minutes of the February 14, 2022 regular City Council meeting is contained in the City Administrator's book entitled Council Proceedings 20.

Consent Agenda – In motion by Johnson, seconded by Ranft, Resolution No. 2022–31 entitled "Resolution Approving Consent Agenda" was introduced. Councilmember Bruflat requested additional information on the decision to purchase Microsoft 365 software and City Administrator Prafke reported on the costs associated with using exchange server which is no longer supported and would need to be updated and security benefits from moving to the "cloud" through 365. Prafke also noted the additional benefits of 365 which included Sharepoint and Teams.

Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2022–31 is contained in the City Administrator's book entitled Council Resolutions 24.

Fire Station Bid Authorization – City Administrator Prafke recommended authorization be provided for receipt of bids for the Fire Station project contingent upon USDA approval. Prafke noted that the bids would include alternates as discussed at the previous Council workshop and that the project cost was expected to be under \$9,400,000 with USDA funding at a very low interest rate which is locked in at the high point, but could be lower at closing. Prafke reminded the Council that the USDA loan is the long-term financing and a short-term construction loan will be put in place until occupancy. Prafke also laid out the proposed timetable which included acceptance of bids in March, construction in August to coincide with construction of the Broadway Avenue/Sunrise Drive roundabout and occupancy in late summer 2023. Councilmember Johnson questioned whether the bids are expected to be competitive. Prafke noted some bid packages may only receive one bid, but most are expected to receive multiple bids which should be competitive.

Councilmember Bruflat, citing environmental concerns, expressed her desire for the water heater in the building to be electric due rather than gas. In motion by Bruflat, seconded by Johnson, Resolution No. 2022-32 entitled "Resolution Authorizing Receipt Of Bids For 2022 Fire Station Project" was introduced with the addition of a requirement for staff to provide for Alternative #7 to include an electric water heater in lieu of a gas water heater. Upon roll call, with all in favor, the Resolution was declared passed and adopted as amended. A complete copy of Resolution No. 2022-32 is contained in the City Administrator's book entitled Council Resolutions 24.

Broadway Avenue/Sunrise Drive Roundabout Project Engineering – City Engineer Jeff Domras provided background information on the Broadway Avenue/Sunrise Drive roundabout project which would also include modifications to Sunrise Drive 500' north of the intersection to upgrade the road in front of the new Fire Station to urban standards. Domras indicated \$1.25 million was received in LRIP grant funds and stated the project would also include utility improvements which would be funded by Municipal State Aid (MSA) funds. Domras offered Bolton and Menk's services to provide the required project engineering for a not to exceed cost of \$139,500.

Councilmember Johnson asked if staff was still working with the County to get participation in costs for one leg of the intersection. Prafke noted discussions continue, including at the

City/County meeting scheduled later in the week, but the project will continue to move ahead to keep on schedule for completion before school begins in the fall.

In motion by Johnson, seconded by Bruflat, Resolution No. 2022-33 entitled "Resolution Retaining Bolton and Menk, Inc. To Provide Engineering Services For 2022 Broadway Avenue And Sunrise Drive Intersection Improvements Project" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2022-33 is contained in the City Administrator's book entitled Council Resolutions 24.

Good-Sam Lease Renewal – City Administrator Prafke recommended approval be provided for execution of a renewal lease with Good Samaritan Society for space at the Community Center. Prafke noted the not-for-profit organization meets all the conditions of tenancy in the building and the three year lease would provide for a three percent (3%) rent increase in each year. In motion by Ranft, seconded by Pettis, Resolution No. 2022-34 entitled "Resolution Approving Execution Of Lease With The Evangelical Lutheran Good Samaritan Society – GSS HCBS LLC For Space In The Community Center" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2022-34 is contained in the City Administrator's book entitled Council Resolutions 24.

Annexstad Farm Lease 2022 – City Attorney Brandt recommended execution of a renewal two-year growing season lease with Brett R. Annexstad for City owned of land along Broadway Avenue just southeast of the high school roundabout. Brandt indicated the lease price is fair for the sandy soil parcel and reported Mr. Annexstad had been a good tenant. City Administrator Prafke noted the lease contains an out clause in case either party wished to terminate the lease and reminded the Council the space had been purchased for future joint recreational purposes involving the City, School District #508 and Gustavus.

Councilmember Bruflat questioned whether instead of being farmed the property could be designated as a restored prairie and questioned the use of pesticides and herbicides by the tenant. City Attorney Brandt indicated the lease required Mr. Annexstad to provide the City with a list of all chemicals and fertilizers used on the property and those chemicals must be Department of Agriculture approved. In motion by Johnson, seconded by Pettis, Resolution No. 2022-35 entitled "Resolution Authorizing Execution Of A Two-Year Lease Of Outlot A, Magner Farm Second Subdivision By And Between The City Of Saint Peter And Brett R. Annexstad" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2022-35 is contained in the City Administrator's book entitled Council Resolutions 24.

Reports

Mayor's Report – Mayor Nowell reported her thoughts were with the people of Ukraine following the attack on Ukraine by Russia.

Emerald Ash Borer Grant Award – Public Works Maintenance Superintendent Joel Schmidt provided a report on the \$128,480 in grant funds awarded to the City by the "Protecting Forests By Managing Ash For EAB Grant" program. Schmidt reported the City would use the funds to plant 500 additional trees to replace those removed as part of the City's Emerald Ash Borer management plan as well as allow for purchase of tree watering bags and guards. Councilmember Johnson asked if the grant funds could be used for costs for private property owners to save ash trees. City Administrator Prafke responded that City staff could provide advice to private property owners, but at this time there was no provision for use of City funds to save trees on private property. Councilmember Bruflat asked what type of trees will be planted in place of the removed trees. Schmidt reported the new trees will include several different species and varieties to ensure the City maintains a diversified urban forest.

Redistricting Plan – City Administrator Prafke provided an overview of the Council discussion regarding the redistricting plan which included four separate options and indicated that the options were available for public review on the City's website. Prafke also pointed out the adoption of the new Ward boundaries was expected to come before the Council on March 14, 2022.

Calling For Closed Session – City Property Purchase Offer 101 North Front Street – City Administrator Prafke asked for a closed session as authorized by State Statute to discuss negotiations related to a previously accepted offer to purchase the City owned property at 101 North Front Street. In motion by Bruflat, seconded by Ranft, Resolution No. 2022-36 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. 2022-36 is contained in the City Administrator's book entitled Council Resolutions 24.

The Council adjourned to closed session at 8:05 p.m. to discuss the property sale negotiations.

The closed session was adjourned at 8:12 p.m.

There being no further business, a motion was made by Bruflat, seconded by Ranft, to adjourn. With all in favor, the motion carried and the meeting adjourned at 8:13 p.m.

Shanon A. Nowell
Mayor

ATTEST:

Todd Prafke
City Administrator