

**CITY OF SAINT PETER, MINNESOTA**  
**OFFICIAL PROCEEDINGS**  
**MINUTES OF THE CITY COUNCIL MEETING**  
**MARCH 14, 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, Bradley DeVos, Dustin Sharstrom and Emily Bruflat. The following officials were also present: City Administrator Todd Prafke, Assistant City Attorney Steven D. Winkler and City Engineer Jeff Domras.

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

**Approval of Minutes** – A motion was made by Pettis, seconded by DeVos, to approve the minutes of the February 28, 2022 regular City Council meeting. With all in favor, the minutes were approved. A complete copy of the minutes of the February 28, 2022 regular City Council meeting is contained in the City Administrator's book entitled Council Proceedings 20.

**Consent Agenda** – In motion by Pettis, seconded by Johnson, Resolution No. 2022–37 entitled "Resolution Approving Consent Agenda" was introduced. Councilmember DeVos questioned whether there would be extra costs involved in putting up the four parks shelters that were being purchased and why there was such a large cost difference between the four. Public Works Director Moulton reported that there would indeed be additional costs such as in-kind labor by staff and noted the cost variance was because of different prices for octagon shelter design and rectangular. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2022–37 is contained in the City Administrator's book entitled Council Resolutions 24.

**Redistricting Ordinance/Designation Of 2022 Polling Places** – City Administrator Prafke recommended adoption of an ordinance re-establishing the City's ward and precinct boundaries as required under the redistricting process. In response to concerns about the lack of public involvement in the redistricting process raised by the League of Women Voters in an email to Councilmembers, Prafke reported on the number of open meetings during which the Council had discussed the process (dating back almost two years) and the numerous times staff had provided redistricting information not only in Council packets, but online as part of the Hot Sheet newsletter, in the City Administrator's blog and others. Councilmember Johnson asked if additional information could be publicized about the proposed redistricting if Council action waited until the next meeting. Prafke responded that while the Council was still within the State mandated timeline for adoption of the redistricting, he was unsure how beneficial delaying action would be as the proposed boundary the Council favored was essentially equal in population and a delay would only delay Nicollet County's already compressed timeline to complete the redistricting process before their deadline. Councilmembers DeVos and Sharstrom, while expressing appreciation for the concerns expressed by the League of Women Voters, indicated their support for adoption of the ordinance.

In motion by Pettis, seconded by DeVos, Ordinance No. 53 Third Series entitled “An Ordinance Amending Saint Peter City Code Chapter 2 ‘Administration And General Government’, Section 2-3 ‘Ward And Precinct Boundaries’ And Adopting By Reference Saint Peter City Code Chapter 1 And Section 1.6 Which, Among Other Things, Contain Penalty Provisions” was introduced. Upon roll call, with all in favor, the Ordinance was declared passed and adopted. A complete copy of Ordinance No. 52, Third Series is contained in the City Administrator’s book entitled Council Ordinances 2.

City Administrator Prafke also recommended adoption of a resolution re-designating the City’s polling places effective August 9, 2022 which is when the adopted redistricting boundaries would take effect under State law. In motion by Bruflat, seconded by Ranft, Resolution No. 2022-38 entitled “Resolution Designating City And Combined School District #508 Polling Places For Elections Beginning August 9, 2022” was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2022-39 is contained in the City Administrator’s book entitled Council Resolutions 24.

**Calling For Public Hearing: Tax Increment Financing District No. 1-20** – Community Development Director Wille requested a public hearing be scheduled on May 9, 2022 to consider modification to the budget for Tax Increment Financing District No. 1-20 that would allow for tax increment financing to be provided to a \$9,170,000 apartment building project in Traverse Green Subdivision. In motion by Johnson, seconded by Bruflat, Resolution No. 2022-39 entitled “Resolution Calling Public Hearing On The Modification Of Tax Increment Financing District No. 1-20 Within Municipal Development District No. 1 And The Adoption Of A Modified Tax Increment Financing Plan Relating Thereto” was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2022-39 is contained in the City Administrator’s book entitled Council Resolutions 24.

**2022 N. 4<sup>th</sup> Street Improvements (Broadway-Chatham St.) Project Bid Award** – Public Works Director Moulton recommended award of the bid for the 2022 N. 4<sup>th</sup> Street Improvements (Broadway-Chatham St.) Project to low bidder Nielsen Concrete in the amount of \$158,570.75. Moulton reported the project would include sidewalks, intersection repairs, curb and gutter, and milling and replacement of the street surface with funding from assessments to property owners and General and Stormwater Funds. In motion by Ranft, seconded by DeVos, Resolution No. 2022-40 entitled “Resolution Awarding Bid For 2022 N. 4th Street Improvements (Broadway-Chatham St.) Project” was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2022-40 is contained in the City Administrator’s book entitled Council Resolutions 24.

**2022 Minnesota Square Park North Plaza - Phase II Project** – Public Works Director Moulton recommended award of the bid for the 2022 Minnesota Square Park North Plaza - Phase II project to low bidder Nielsen Concrete in the amount of \$123,461.80. Moulton reported the contractor would begin work after the Fourth of July and finish prior to Rock Bend Folk Festival in September. Moulton also reported that, following supply chain delays, the new shelter funded by the St. Peter Mason’s had arrived and would be installed by City staff in conjunction with park sidewalk work. In motion by Bruflat, seconded by Sharstrom, Resolution No. 2022-41 entitled “Resolution Awarding The Bid For 2022 Minnesota Park North Plaza - Phase II Project” was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2022-41 is contained in the City Administrator’s book entitled Council Resolutions 24.

**Construction Standard Detail Plates Modification** – Public Works Director Moulton recommended adoption of eight updated/new construction standards. In motion by DeVos, seconded by Johnson, Resolution No. 2022-42 entitled “Resolution Adopting Modified City Standard Detail Plates (Utilities)” was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2022-42 is contained in the City Administrator’s book entitled Council Resolutions 24.

**Business License Applications** – City Administrator Prafke reported a background investigation had been completed on an application for Wine and On-Sale Beer licenses for River Rock Coffee and nothing had been discovered that would prevent issuance of the licenses. Prafke recommended approval. In motion by Pettis, seconded by DeVos, Resolution No. 2022-43 entitled “Resolution Approving Business License Applications” was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2022-43 is contained in the City Administrator’s book entitled Council Resolutions 24.

**Reports**

**Women’s History Month Proclamation** – Mayor Nowell proclaimed March, 2022 as “Women’s History Month” in the community in recognition of the contributions made by women.

**APPA Legislative Rally Report** – Councilmembers Sharstrom and DeVos reported on their attendance at the American Public Power Association Legislative Rally held in Washington, D.C. Both members indicated the event, which included meeting with congressional representatives and/or staff, was beneficial and they had learned a lot of what the City does with Southern Minnesota Municipal Power Association (SMMPA) and what SMMPA is working on for member utilities including affordable renewable energy and infrastructure.

**Coalition Of Greater Minnesota Cities Legislative Action Day Report** – Councilmember Johnson reported on her attendance at the Coalition of Greater Minnesota Cities (COGMC) legislative action day at the capital in St. Paul and her meetings with Senator Frentz and Representative Aklund where discussions took place on increasing local government aid, funding for housing and funding for the Highway 22 trail between Saint Peter and Mankato.

There being no further business, a motion was made by Bruflat, seconded by Johnson, to adjourn. With all in favor, the motion carried and the meeting adjourned at 7:44 p.m.

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Shanon A. Nowell  
Mayor

ATTEST:

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Todd Prafke  
City Administrator