

CITY OF SAINT PETER, MINNESOTA
OFFICIAL PROCEEDINGS
MINUTES OF THE CITY COUNCIL MEETING
MARCH 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, Bradley DeVos, Dustin Sharstrom and Emily Bruflat. 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 Ranft, seconded by Pettis, 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 March 14, 2022 regular City Council meeting. With all in favor, the minutes were approved. A complete copy of the minutes of the March 14, 2022 regular City Council meeting is contained in the City Administrator's book entitled Council Proceedings 20.

Oath of Office – City Administrator Prafke administered the oath of office to newly appointed Patrol Officers Travis Sandland and William Reinbold. Mayor Nowell recessed the meeting at 7:04 p.m. to allow the Officers to take photos with their families.

The meeting resumed at 7:09 p.m.

Consent Agenda – In motion by Pettis, seconded by DeVos, Resolution No. 2022–44 entitled "Resolution Approving Consent Agenda" was introduced. Councilmember Bruflat questioned if all Public Works seasonal employees had been hired. Public Works Director Moulton replied that about half of the vacancies had been filled and recruitment had begun again. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2022–44 is contained in the City Administrator's book entitled Council Resolutions 24.

Mortgage Subordination Request: 424 South Fourth Street – City Administrator Prafke recommended approval of a request to subordinate the mortgage for the City's housing rehabilitation program grant that was previously issued to the owner of 424 South Fourth Street to a new primary mortgage. Prafke indicated that the subordinate position would be the same as the current standing. In motion by DeVos, seconded by Ranft, Resolution No. 2022-45 entitled "Resolution Approving Subordination Of City Mortgage Securing Loan Made To Matthew And Ashley House From The Small Cities Development Program Owner Occupied Housing Rehabilitation Funds" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2022-45 is contained in the City Administrator's book entitled Council Resolutions 24.

2022 Street Seal Coat And Fog Seal Project Bid Award – Public Works Director Moulton recommended award of the bid for the 2022 Street Seal Coat and Fog Seal Project to low bidder Allied Blacktopping in the total amount of \$184,048.75. Moulton noted that the bid amounts were approximately thirty percent (30%) higher than in 2021, but staff still anticipated being able to seal coat 100 blocks and two City parking lots in the northeast and northwest corner of Community Spirit Park under the funding appropriated as part of the 2022 street maintenance program. In motion by Johnson, seconded by Bruflat, Resolution No. 2022-46 entitled "Resolution Awarding Bid For 2022 Street Seal Coating And Fog Sealing Project" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2022-46 is contained in the City Administrator's book entitled Council Resolutions 24.

2022 Equipment Certificate Purchase: Street Sweeper – Public Works Director Moulton requested authorization to purchase a 2021 Superior Broom front-mounted street sweeper from RDO Equipment of North Mankato in the amount of \$56,362.24 plus trade-in of the 2009 Leeboy front-mounted sweeper. Moulton noted that \$50,000 had been budgeted in the 2022 Equipment Certificate for purchase of the replacement sweeper and the additional \$6,362.24 would come from General Fund Reserves. City Administrator Prafke pointed out that should the 2022 Equipment Certificate end up with excess funds after all purchases were made, the additional \$6,000 would instead come from the equipment certificate. In motion by Sharstrom, seconded by Ranft, Resolution No. 2022-47 entitled "Resolution Approving 2022 Equipment

Certificate Purchase Replacement Street Sweeper (2021 Superior Broom SM74J Front-Mount Sweeper)“ was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2022-47 is contained in the City Administrator’s book entitled Council Resolutions 24.

Clark Street Extension Preliminary Engineering –Public Works Director Moulton requested authorization for Bolton and Menk, Inc. to provide engineering services related to a project to extend Clark Street approximately 600’ west to serve a new multi-family housing project in Traverse Green Subdivision for a not to exceed fee of \$37,800. Moulton outlined the work to be included by Bolton and Menk, Inc. and indicated the project would be funded by assessments with most of the assessment deferred to property outside the City limits. Moulton also pointed out that the availability of piping is limited at this time which may impact the project. Councilmember DeVos questioned whether sidewalks will be installed along the roadway extension. Moulton stated sidewalk would be construction on the housing project (north) side of the roadway to the intersection with the future Cullen Street. In motion by Bruflat, seconded by DeVos, Resolution No. 2022-48 entitled “Resolution Retaining Bolton and Menk, Inc. To Provide Engineering Services For The Clark Street Extension Improvements (West Side Of North Traverse Green Subdivision To Approximately 600-Feet West)“ was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2022-48 is contained in the City Administrator’s book entitled Council Resolutions 24.

Reports

Vietnam Veteran’s Day Proclamation – Mayor Nowell, who reported her father was a Veteran of the Vietnam War, proclaimed March 29, 2022 as “Vietnam Veteran’s Day” and encouraged the public to attend the Vietnam Veteran’s Day ceremony at the Community Center on that day.

City Council/School Board Committee of the Whole Meeting – Councilmembers discussed the joint committee of the whole meeting with the School Board with most indicating they found benefit in the collaborative relationship, while also expressing a desire for the School District to bring some of their own agenda items to the table so the discussion was a “two-way street”.

Spring Hydrant Flushing - Public Works Director Moulton reported spring hydrant flushing would begin at 8:00 p.m. on April 4th and crews would flush and flow test 625 hydrants. Moulton noted the work take place between 8:00 pm – 6:00 am to minimize disruption for customers.

Parks Opening Schedule – Public Works Director Moulton reported that as usage begins to ramp up in City parks, the parks would be opened for use and the City’s goal was to have parks open by April 10th. City Administrator Prafke cautioned that the official opening date of parks is May 1st when restroom and drinking fountain plumbing will be turned on.

Public Works Director Moulton also reported on \$150,000 awarded to the City of Saint Peter from the Department of Natural Resources to fund tree removal as part of the City’s Emerald Ash Borer mitigation program. Moulton also noted that the City had previously been awarded \$123,000 in grant funds for this work.

Closed Session: Law Enforcement Labor Services Local #241 (Communication Technicians) Contract Negotiations – City Administrator Prafke requested a closed session, as authorized under State Statute, to discuss union contract negotiations with Law Enforcement Labor Services Local #241 (Communications Technicians). In motion by Johnson, seconded by DeVos, Resolution No. 2022-49 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. 2022-49 is contained in the City Administrator’s book entitled Council Resolutions 24. The Council recessed at 7:37 p.m. to relocate to the Nicollet Room for the closed session.

The Council adjourned to closed session in the Nicollet Room at 7:44 p.m.
The Council returned to open session at 7:52 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 7:53 p.m.

Shanon A. Nowell
Mayor

ATTEST:

Todd Prafke
City Administrator