

CITY OF SAINT PETER, MINNESOTA
OFFICIAL PROCEEDINGS
MINUTES OF THE CITY COUNCIL MEETING
APRIL 11, 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, and Emily Bruflat. Absent was Dustin Sharstrom. 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 Johnson, to approve the agenda. With all in favor, the agenda was approved.

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

Public Hearing: MnDOT Highways 169/22/99 Project – Mayor Nowell reviewed the process for conducting a public hearing and opened the hearing at 7:03 p.m. MnDOT Project Manager Forrest Hasty provided information on the proposed 2023 project to reconstruction the Highways 22 and 99 intersections with Highway 169. Hasty indicated the projects were being designed to improve traffic safety at intersections that had seen a number of accidents over the years and safety improvements, including dual turn lanes, permissive left turns and R-cuts, would be included along with closing the Highway 169 access to West Wabasha Street. Hasty reported bids for the project would be let in November with a five-month construction period beginning in spring of 2023. Hasty also noted Highway 169 would be open at least one lane in each direction during the entirety of the project, but Highways 22 and 99 would be closed for much, if not all, of the project period with detours provided. Hasty also reported that the project open house held just prior to the Council meeting had been well attended. Councilmember DeVos reported on an email each Councilmember had received from the St. Peter resident questioning pedestrian safety measures along the proposed detour route at the intersection of South Front Street and West Broadway Avenue. Hasty responded that he would review the issue with MnDOT traffic staff and get back to the City Administrator with any information. There being no further speakers, the hearing was declared closed at 7:11 p.m.

Consent Agenda – Mayor Nowell pointed out a recommended correction to the wage included in the resolution for seasonal employee Keith Bense to \$12.75 per hour. In motion by Johnson, seconded by Ranft, Resolution No. 2022–50 entitled "Resolution Approving Consent Agenda" was introduced with the corrected wage. Upon roll call, with all in favor, the Resolution was declared passed and adopted as modified. A complete copy of Resolution No. 2022–50 is contained in the City Administrator's book entitled Council Resolutions 24.

MnDOT Highways 169/99/22 Project Municipal Consent Approval – City Administrator Prafke recommended adoption of a resolution providing municipal consent for the 2023 MnDOT project to improve the intersections of Highways 169, 22, and 99 on the south end of Saint Peter. Councilmember Johnson and Project Manager Forrest Hasty both indicated there was good turnout at the project open house held just before the Council meeting with several residents from the Pine Pointe Subdivision in attendance questioning the proposed detours. Hasty noted that questions also concerned pedestrian access along the project route (specifically at the Highway 169/22 intersection) and reported MnDOT's policy is to provide for temporary pedestrian access whenever a sidewalk is removed, but that pedestrians are always encouraged to cross at controlled intersections such as the Jefferson Avenue/Highway 169 intersection.

Hasty noted that two additional open houses will be planned for this project and the MnDOT website would soon include an interactive map that will allow residents impacted by the project to find detour routes and options. Councilmember Pettis questioned whether the signal lights at the intersection with Jefferson Avenue would be replaced and Hasty confirmed the replacement as well as the lights at 169/22 with both sets of lights having the software that allows emergency vehicles to trip the lights. Pettis also questioned why the City was paying one hundred percent (100%) of the drainage costs.

Design Engineer Abigail Rieckman from Alliant Engineering, Inc., a firm working as a partner with MnDOT on the project, reported that the drainage costs were allocated to the City as part of the reconstruction/tie-in of the City utilities at the intersections with West Wabasha and West Jackson Streets.

Councilmember Bruflat questioned whether the project landscaping plans included native grass plantings. Hasty indicated that native grasses will be used for erosion control due to the speed with which the grasses take root.

In motion by Pettis, seconded by Ranft, Resolution No. 2022-51 entitled "Resolution Approving Minnesota Department of Transportation Project SP5211-66" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2022-51 is contained in the City Administrator's book entitled Council Resolutions 24.

2022 Bituminous Materials Purchase Bid Award – Public Works Director Moulton requested award of the bid for the 2022 Bituminous Materials Purchase to Minnesota Paving and Materials (MPM). Moulton noted that while the MPM bid was slightly higher than that of W.W. Blacktopping, the City's costs to pick up the materials from MPM (three miles away) versus W.W. Blacktopping (13 miles away) made the MPM bid actually more economical for the City. Moulton also reported that because the bid amounts were higher than budgeted, the quantities would be adjusted to stay within the budgeted amount of \$183,480. Moulton also requested authorization, as provided in the proposed resolution, to purchase from W.W. Blacktopping, should MPM not be available when needed. In motion by DeVos, seconded by Bruflat, Resolution No. 2022-52 entitled "Resolution Awarding The Bid For 2022 Bituminous Materials Purchase" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2022-52 is contained in the City Administrator's book entitled Council Resolutions 24.

2005 North Third Street Right-of-Way Vacation Corrective Action – City Administrator Prafke requested adoption of a resolution that would correct the legal description for a 2005 Council action providing for vacation of a portion of the North Third Street right-of-way. Prafke noted that a public hearing had been held at that time and since the action before the Council was to simply correct a mistake in the Council's previous vacation action, no hearing was needed at this time. City Attorney Brandt indicated that the error was due to a portion of the right-of-way being in the Plat of Traverse and another portion in the Plat of Traverse des Sioux. In motion by Johnson, seconded by DeVos, Resolution No. 2022-53 entitled "Resolution Correcting City of Saint Peter Resolution No. 2005-81" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2022-53 is contained in the City Administrator's book entitled Council Resolutions 24.

Minnesota River Valley Transit Lease/Agreements – City Administrator Prafke reported that the City has previously entered into lease and service agreements with Minnesota River Valley Transit, but MnDOT Office of Transit had asked for the agreements to include termination dates and not just a provision for termination upon notice. Prafke reminded the Council that in addition to the lease of space at City Hall with Minnesota River Valley Transit, the City also has a formal written agreement for the City to provide administrative (personnel finance and administration) services to Minnesota River Valley Transit; and while there is not currently a written agreement, the City has also provided 80-90% of the maintenance and repair on the buses. Prafke noted that modest increases in the fees for each of these services were included in the new agreements and the charges for Mechanic services would be increased from \$50 to \$75 per hour to more accurately reflect the City's actual costs. Prafke also stated the Minnesota River Valley Transit board would be asked to approve execution of the agreements, as well as a lease agreement with the City of Le Sueur, at their regular meeting in May. In motion by Pettis, seconded by Bruflat, Resolution No. 2022-54 entitled "Resolution Authorizing Execution Of Lease And Service Agreements With Minnesota River Valley Transit" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2022-54 is contained in the City Administrator's book entitled Council Resolutions 24.

Community Development Director Position Description – City Administrator Prafke recommended modifications to the job description for Community Development Director which would more clearly articulate the five areas of most importance including overseeing the Planning and Zoning Commission, Economic Development Authority, and Heritage Preservation Commission; housing and building inspection. Prafke noted that if the modified description is approved, the recruitment process will begin immediately. Councilmember Pettis questioned if the changes necessitated a change in pay equity points and what the process would be for interviews. Prafke noted the pay equity points were already in the appropriate range and the

interview process would include interviews with the City Council and an opportunity for the public to meet the candidates.

In motion by Johnson, seconded by DeVos, Resolution No. 2022-55 entitled "Resolution Adopting Updated Position Description For Community Development Director" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2022-55 is contained in the City Administrator's book entitled Council Resolutions 24.

Request For City Assistance: MarketFest – City Administrator Prafke recommended approval be provided for use of City sidewalks along both sides of Highway 169 from West Broadway Avenue to West Grace Street, and use of City electricity for an outdoor market event established during the pandemic by local retailers. MarketFest would be held approximately two Saturdays a month between May 13th and October 22nd and the organizers would ensure vendors would maintain a five-foot (5') sidewalk clearance to comply with accessibility regulations. Prafke also noted the organizers had been informed that no sidewalk vendors would be allowed to locate in front of a non-participating brick and mortar retailer. In motion by Bruflat, seconded by Pettis, Resolution No. 2022-56 entitled "Resolution Approving City Assistance For MarketFest St. Peter" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2022-56 is contained in the City Administrator's book entitled Council Resolutions 24.

Water Resources Superintendent Position Description – Public Works Director Moulton requested modification to the position description for Water Resources Superintendent. Moulton noted modifications had been made to the minimum and desired qualifications for the position to shift the focus of the position to a management skill set. In motion by Ranft, seconded by DeVos, Resolution No. 2022-57 entitled "Resolution Approving Updated Position Description For Water Resources Superintendent" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2022-57 is contained in the City Administrator's book entitled Council Resolutions 24.

2022 Equipment Certificate Purchase: Tandem Truck – Public Works Director Moulton requested award of bid for the purchase of a new tandem axle truck to Boyer Trucks in the amount of \$141,724.13 as provided under the State bid program; and attachments for the chassis from Tow Master in the amount of \$148,346 which was also through the State bid program. Moulton noted that the chassis bid was slightly higher than the other state bid vendor (Nuss Truck for a Mack truck in the amount of \$141,227.39), but the Western Star truck was recommended by staff due to past experience with Western Star.

Moulton further reported \$250,000 had been allocated for the purchases in the 2022 Equipment Certificate and the remaining \$40,070.13 would be funded by General Fund reserves. According to Moulton, the new truck would replace a 1994 tandem axel truck that would be declared surplus upon receipt of the new vehicle. In motion by Pettis, seconded by Johnson, Resolution No. 2022-58 entitled "Resolution Authorizing 2022 Equipment Certificate Purchase – 2023 Western Star Tandem Truck With Attachments" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2022-58 is contained in the City Administrator's book entitled Council Resolutions 24.

Closed Sessions: Union Contract Negotiations – City Administrator Prafke requested closed sessions, as authorized under State Statute, to discuss union contract negotiations with International Union of Operating Engineers Local 70 (Parks) and Law Enforcement Labor Services Local #242 (Communications Technicians). In motion by Bruflat, seconded by DeVos, Resolution No. 2022-59 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. 2022-59 is contained in the City Administrator's book entitled Council Resolutions 24.

The Council adjourned to closed session at 7:55 p.m. to discuss Parks Union contract negotiations. Parks discussions ended at 8:01 p.m.

The Council began the closed session on Communications Technician contract negotiations at 8:02 p.m. Communications Technician discussions ended at 8:19 p.m.

The City Council returned to open session at 8:21 p.m.

Parks Union Contract 2022-2023 – City Administrator Prafke recommended execution of the 2022-2023 contract with the International Union of Operating Engineers Local 70 (Parks) which would be retroactive to January 1, 2022; include a three percent (3%) wage increase across the

board in each year of the contract and in 2022 an additional \$1.00 per hour increase across the board; and modifications to call back language and small technical (i.e. typo) changes. In motion by Johnson, seconded by Ranft, Resolution No. 2022-60 entitled "Resolution Approving Contract By And Between The City of Saint Peter And International Union of Operating Engineers Local 70 (Parks) For Calendar Years 2022 And 2023" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2022-60 is contained in the City Administrator's book entitled Council Resolutions 24.

Communications Technician Union Contract 2022-2023 – City Administrator Prafke recommended execution of a 2022-2023 contract with Law Enforcement Labor Services Local #242 (Communications Technicians) which provided for a three percent wage increase and an additional one dollar (\$1.00) per hour for all members in each year of the contract. Prafke noted the contract also includes some modifications to health insurance provisions and "fair share" based on changes in legislation. In motion by DeVos, seconded by Bruflat, Resolution No. 2022-61 entitled "Resolution Approving Contract By And Between The City Of Saint Peter And Law Enforcement Labor Services Local #242 (Communication Technicians) For Calendar Years 2022 And 2023" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2022-61 is contained in the City Administrator's book entitled Council Resolutions 24.

Reports

"Arbor Day" Proclamation – Mayor Nowell proclaimed April 29, 2022 as "Arbor Day" in the community and encouraged residents to participate in tree planting activities.

Mayor's Report – Mayor Nowell reported the shelter donated by the St. Peter Mason's was going up in Minnesota Square Park.

Councilmember Johnson expressed appreciation for the bathrooms being open in Minnesota Square Park. Public Works Director Moulton noted that in light of the still cold weather conditions, staff was in the process of trying to open restroom facilities in some parks and using heaters overnight to keep pipes from freezing. City Administrator Prafke reminded Councilmembers that the official opening date for parks is not until May 1st so there were no guarantees the bathrooms would remain open for us.

Sales Tax Update – City Administrator Prafke reported the Department of Revenue had notified the City that letters to retailers, informing them of the need to start collecting the local sales tax would be going out at the end of the month.

Fire Station Project Bid Opening – City Administrator Prafke noted Fire Station Project bids would be received on April 14th and opened publicly in the Governors' Room of the Community Center beginning at 3:00 p.m. with a virtual option for watching the bid opening also available.

Councilmember DeVos reported he and Mayor Nowell had attended a ReCharge Mankato event where participants were able to drive electric vehicles. DeVos encouraged the City to provide for instructions on how to install electric vehicle chargers in private garages and noted that the City's efforts to construct electric vehicle chargers in addition to the Tesla chargers located at Hy-Vee had received positive feedback from the group.

There being no further business, a motion was made by Ranft, seconded by DeVos to adjourn. With all in favor, the motion carried and the meeting adjourned at 8:33 p.m.

Shanon A. Nowell
Mayor

ATTEST:

Todd Prafke
City Administrator