

**CITY OF SAINT PETER, MINNESOTA**  
**OFFICIAL PROCEEDINGS**  
**MINUTES OF THE CITY COUNCIL MEETING**  
**JUNE 13, 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, Emily Bruflat, Brad DeVos and 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 Bruflat, seconded by DeVos, to approve the agenda. With all in favor, the agenda was approved.

**Approval of Minutes** – A motion was made by Johnson, seconded by Sharstrom, to approve the minutes of the May 23, 2022 regular City Council meeting with a typo correction. With all in favor, the minutes were approved as corrected. A complete copy of the minutes of the May 23, 2022 regular City Council meeting is contained in the City Administrator's book entitled Council Proceedings 20.

**Public Hearing – Registered Land Survey #79** – Mayor Nowell opened the public hearing on acceptance of Registered Land Survey #79 at 7:03 p.m. City Administrator Prafke reported the Planning and Zoning Commission was recommending approval of the Registered Land Survey that would split one parcel north of the residence at 1125 Lloyd Lane into two distinct lots. There being no further speakers, the hearing was declared closed at 7:04 p.m.

**Public Hearing – Certificate of Survey** – Mayor Nowell opened the public hearing on acceptance of a Certificate of Survey that would redraw the interior lot line between the properties at 215 and 221 North Minnesota Avenue at 7:04 p.m. City Administrator Prafke provided a brief review of the request submitted by Robert and Victoria Vogel, the owners of both properties. There being no further speakers, the hearing was declared closed at 7:05 p.m.

**Consent Agenda** – In motion by Ranft, seconded by Bruflat, Resolution No. 2022-91 entitled "Resolution Approving Consent Agenda" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2022-91 is contained in the City Administrator's book entitled Council Resolutions 24.

**Community Spirit Park Restrooms/Concession Building Project Final Acceptance** – Public Works Director Moulton requested formal acceptance of the Community Spirit Park Concession and Restroom Buildings Project which was completed by Salonek Construction as per the plans and specifications. Moulton indicated the total cost of the project (\$513,975.95) would be split between the City (\$187,552.58) and School District #508 (\$326,423.37). In motion by Johnson, seconded by Pettis, Resolution No. 2022-92 entitled "Resolution Accepting Community Spirit Park Concessions And Restroom Buildings Project And Authorizing Final Payment To Salonek Construction" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2022-92 is contained in the City Administrator's book entitled Council Resolutions 24.

**Registered Land Survey #79 Acceptance** – City Administrator Prafke recommended acceptance of Registered Land Survey #79 as submitted by Jamie and Cindy Putz that would divide their property at 1125 Lloyd Lane into two separate parcels. Prafke noted the Planning and Zoning Commission was recommending approval and further noted that the smaller of the two parcels created by the survey would not be a buildable lot under current City Code regulations. In motion by Pettis, seconded by Ranft, Resolution No. 2022-93 entitled "Resolution Accepting Registered Land Survey No. 79 Submitted By Jamie And Cindy Putz (1125 Lloyd Lane) To Allow For Relocation Of Interior Property Line Within Lot 1, Block 1, Standard Subdivision" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2022-93 is contained in the City Administrator's book entitled Council Resolutions 24.

**Certificate of Survey – 215/221 North Minnesota Avenue** – City Administrator Prafke relayed the Planning and Zoning Commission recommendation for acceptance of a Certificate of Survey submitted by Robert and Victoria Vogel that would allow for relocation of the interior lot line between their properties at 215 and 221 North Minnesota Avenue. Prafke noted that the resulting parcels would both continue to be conforming lots as outlined in the City Code. In

response to a question by Councilmember Pettis, Prafke reported there would not be an easement between the two parcels.

Councilmember Johnson asked whether City staff was able to assist property owners who wished to change lot lines and Prafke noted that in most instances a surveyor or other expert in the field was required to prepare the documents necessary. Prafke reminded the Council that subdivision of lots requires Council action.

In motion by Bruflat, seconded by Johnson, Resolution No. 2022-94 entitled "Resolution Accepting Certificate Of Survey Submitted By Robert And Victoria Vogel To Allow For Relocation Of Interior Property Line Between 215 North Minnesota Avenue And 221 North Minnesota Avenue" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2022-94 is contained in the City Administrator's book entitled Council Resolutions 24.

**River's Edge Hospital Equipment Purchase – Bariatric Table** – Hospital CEO Paula Meskan presented the Hospital Commission request for purchase of a bariatric surgical table to replace a table for which parts are no longer available. Meskan requested the purchase from Steris in the amount of \$54,392.92 with funding from Hospital funds. In motion by Pettis, seconded by Sharstrom, Resolution No. 2022-95 entitled "Resolution Approving Purchase Of Steris 5095 Bariatric Surgical Table For River's Edge Hospital And Clinic" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2022-95 is contained in the City Administrator's book entitled Council Resolutions 24.

**Minnesota Department of Transportation (MnDOT) Maintenance Partnership Agreement** – Public Works Director Moulton requested authorization for execution of a renewal five-year maintenance partnership agreement with MnDOT. Moulton noted the agreement benefited the City by outlining mutual aid assistance, allowing each entity to utilize staff more efficiently, and to work cooperatively on projects. Moulton noted that the agreement would authorize City Engineer Jeff Domras to negotiate work orders on behalf of the City of Saint Peter. In motion by Ranft, seconded by Sharstrom, Resolution No. 2022-96 entitled "Resolution Authorizing Execution Of A Minnesota Department Of Transportation Master Partnership Contract For 2022-2027" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2022-96 is contained in the City Administrator's book entitled Council Resolutions 24.

**ADA Grant Program Awards** – City Administrator Prafke presented the Economic Development Authority recommendation for funding of five applications for the 2022 Central Business District And Commercial District Accessibility Improvement Loans. Prafke noted the awards total \$8,855 more than the authorized budget for the program, but the ad hoc committee that reviewed the applications using a high/mid/low priority ranking and were requesting additional funding from revolving loan fund principal to fund the fifth application.

As a review of the program, Prafke reported the "loan" can be forgiven at the rate of one-fifteenth each year as long as the improvement is maintained.

Councilmember Pettis questioned if enough funds were available to allow for additional funding and if a mortgage on the property was required of the recipients. Prafke noted the \$2.1 million revolving loan fund had sufficient funding available and promissory notes would be required and recorded at Nicollet County.

Prafke also noted that St. Peter may be the only community offering these types of accessibility grants and when an application is funded, it is not only good for the business, but good for those in the community with accessibility challenges.

In motion by Bruflat, seconded by DeVos, Resolution No. 2022-97 entitled "Resolution Awarding 2022 Central Business District And Commercial District Accessibility Improvement Loans" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2022-97 is contained in the City Administrator's book entitled Council Resolutions 24.

## **Reports**

**Mayor's Report** – Mayor Nowell congratulated and thanked those responsible for another successful BluesFest in Minnesota Square Park and noted the park looked beautiful for the event. Nowell also stated that the accessibility enhancement projects in the park received many positive comments.

**Goal Session Review** – City Administrator Prafke provided a review of discussion at the June 6, 2022 City Council goal session highlighting the SMMPA presentation, solar development, property cleanup, enterprise fund reserve policies, capital plan funding, comprehensive plan updates, housing, North Industrial Park and organizational health. Prafke noted the Council recessed for a period of time during the goal session to attend the summer celebration in Gorman Park. Councilmember DeVos stated he noted the changing demographics of the community in the crowd at the summer celebration.

Councilmember Johnson extended her appreciation for the Police Department and, more specifically, to Officer Hughes who organized the Casting With A Cop event at the Mill Pond. Johnson also encouraged the public to attend the upcoming Juneteenth event at the High School.

City Administrator Prafke reminded Councilmembers the June 20<sup>th</sup> workshop will take place at River's Edge Hospital and feature a Hospital update presentation by CEO Meskan as well as a tour of the Hospital.

There being no further business, a motion was made by Ranft, seconded by Johnson, to adjourn. With all in favor, the motion carried and the meeting adjourned at 7:39 p.m.

---

Shanon A. Nowell  
Mayor

ATTEST:

---

Todd Prafke  
City Administrator