

CITY OF SAINT PETER, MINNESOTA
OFFICIAL PROCEEDINGS
MINUTES OF THE CITY COUNCIL MEETING
SEPTEMBER 26, 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, Brad DeVos, Emily Bruflat, Ben Ranft, Dustin Sharstrom, and Darrell Pettis. 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 Johnson, seconded by Ranft, to approve the agenda. With all in favor, the agenda was approved.

Approval of Minutes – A motion was made by Bruflat, seconded by Sharstrom, to approve the minutes of the September 12, 2022 regular City Council meeting. With all in favor, the minutes were approved. A complete copy of the minutes of the September 12, 2022 regular City Council meeting is contained in the City Administrator's book entitled Council Proceedings 20.

Visitors – City Administrator Prafke administered the Oath of Office to new Patrol Sergeant Joshua Klaseus and new Patrol Officers Peter Flim and Tyler Hokanson. Following the oath of office ceremony, Mayor Nowell recessed the meeting at 7:03 p.m. to allow the Officers to take photos with their family members.

The meeting reconvened at 7:08 p.m.

Consent Agenda – In motion by Pettis, seconded by Ranft, Resolution No. 2022-137 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. 2022-137 is contained in the City Administrator's book entitled Council Resolutions 24.

Final Acceptance: 2021 Clark Street Utility And Surface Improvements Project – Public Works Director Moulton recommended acceptance of the 2021 Clark Street Utility and Surface Improvements Project which had been completed as per the plans and specifications by R.A.W. Construction. Moulton indicated the final project cost of \$434,549.15 was approximately five percent (5%) below the contract price and requested authorization to make final payment to the contractor in the amount of \$4,939.49. Councilmember Pettis asked if there would be a final assessment hearing. Moulton reported that \$260,317 of the costs had been agreed to as part of the executed development agreement negating the need for a public hearing. Moulton also stated the remaining cost had been funded by the General Fund and utility fund budgets. In motion by Johnson, seconded by Bruflat, Resolution No. 2022-138 entitled "Resolution Accepting 2021 Clark Street Utility And Surface Improvements Project And Authorizing Final Payment To Contractor" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2022-138 is contained in the City Administrator's book entitled Council Resolutions 24.

2022 Preliminary Tax Levy/Payable 2023 – Finance Director Vogel presented the proposed 2022 preliminary tax levy, payable in 2023, in the total amount of \$3,825,973. Vogel reviewed the details of the proposed levy which would decrease the tax levy from 51.57 to 47.84; the impact on reserve levels; the proposed 2023 equipment certificate in the amount of \$660,000; and the Library and Community Center special revenue fund budgets. City Administrator Prafke reminded the public that the Council has discussed the proposed levy on numerous occasions and all of the information the Council had used to prepare a preliminary levy that prioritizes the way the Council wants to spend available resources, was available on the City's website.

In motion by Ranft, seconded by Pettis, Resolution No. 2022-139 entitled "Resolution Adopting Preliminary 2022 Tax Levy Collectible In 2023" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2022-139 is contained in the City Administrator's book entitled Council Resolutions 24.

Call For Public Hearing: Creation Of Tax Increment Financing District #1-25 – Shannon Sweeney from David Drown Associates, recommended a public hearing be scheduled to consider a request to create Tax Increment Financing District No. 1-25 to provide tax increments for construction of a multi-unit apartment complex being developed by APX Construction Group. Sweeney noted that if approved, the district is expected to generate

\$93,940 in new annual tax revenues, 90% of which would be eligible to be reimbursed to the developer for the next twelve years. Sweeney also pointed out that following the public hearing, a Tax Increment Financing plan with budget and a development agreement would be considered by the City Council. Finally, Sweeney reported that the Tax Increment Financing plan would include a requirement for twenty percent (20%) of the apartments in the development to be made available to renters with less than fifty percent (50%) of the area median income levels. In motion by DeVos, seconded by Bruflat, Resolution No. 2022-140 entitled "Resolution Calling Public Hearing On The Creation Of Tax Increment Financing District No. 1-25 Within Municipal Development District No. 1 And The Adoption Of A 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. 2022-140 is contained in the City Administrator's book entitled Council Resolutions 24.

MMUA Safety Contract Renewal – Public Works Director Moulton requested authorization for execution of a one-year renewal contract with the Minnesota Municipal Utilities Association for administration of the City's employee safety program. Moulton indicated that in the over twenty years the contract has been in place, the City has experienced a continually low insurance rating which has saved money. Moulton also noted that the annual cost (\$26,019 plus an additional \$3,750 for specialized Lineman training), was slightly less than in past years as MMUA had changed the cost formula. In motion by Johnson, seconded by Sharstrom, Resolution No. 2022-141 entitled "Resolution Authorizing Execution of Renewal Safety Contract With Minnesota Municipal Utilities Association (MMUA)" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2022-141 is contained in the City Administrator's book entitled Council Resolutions 24.

Distributed Energy Resource (DER) Policy and Formula – Public Works Director Moulton recommended approval of two resolutions that would adopt state-wide standards for connection of cogeneration and small power production facilities to municipal and private utility providers. Moulton indicated that while the City has had a policy in place since 2017, the Minnesota Public Utilities Commission was working to standardize the rules and better protect everyone involved. Moulton stated that if adopted, the policies and tariffs would go into effect on January 1, 2023 for all three of the City's main customer classes (commercial, industrial, and residential). In motion by Sharstrom, seconded by Ranft, Resolution No. 2022-142 entitled "Resolution Adopting The City of Saint Peter Rules Governing The Interconnection Of Cogeneration And Small Power Production Facilities" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2022-142 is contained in the City Administrator's book entitled Council Resolutions 24.

In motion by DeVos, seconded by Johnson, Resolution No. 2022-143 entitled "Resolution Approving Updated Cogeneration And Small Power Production Tariff For The City of Saint Peter" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2022-143 is contained in the City Administrator's book entitled Council Resolutions 24.

Temporary Liquor License Application – City Administrator Prafke reported nothing had been found in a background investigation for a temporary On-Sale Liquor license application submitted by St. Peter-Kasota Dollars For Scholars that would prohibit issuance of the license. In motion by Bruflat, seconded by Sharstrom, Resolution No. 2022-144 entitled "Resolution Approving Temporary On-Sale Liquor License Application" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2022-144 is contained in the City Administrator's book entitled Council Resolutions 24.

Reports

Mayor's Report – Mayor Nowell had no reports.

Annual REDA Meeting – Councilmember Johnson, who serves as Vice-Chair of the Regional Economic Development Alliance (REDA) on behalf of the City of Saint Peter, reported on the annual meeting that had been held at Gustavus. Johnson reported the meeting focused on business retention and talent development and had been well attended.

Joint City Council/School Board Meeting Schedule – City Administrator Prafke reminded the Council of the joint Committee of the Whole meeting between the City Council and School District #508 Board members scheduled for October 5th at 5:30 p.m.

Councilmember DeVos thanked all those who volunteer for the City Council's advisory boards and commissions.

There being no further business, a motion was made by Johnson, seconded by Bruflat, to adjourn. With all in favor, the motion carried and the meeting adjourned at 7:50 p.m.

Shanon A. Nowell
Mayor

ATTEST:

Todd Prafke
City Administrator