

CITY OF SAINT PETER, MINNESOTA
OFFICIAL PROCEEDINGS
MINUTES OF THE CITY COUNCIL MEETING
OCTOBER 11, 2021

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 Zieman called the meeting to order at 7:00 p.m. The following members were present: Councilmembers Ed Johnson, Shanon Nowell, Keri Johnson, Brad DeVos, Emily DeVos and Mayor Chuck Zieman. Absent was Councilmember Stephan Grams. 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 Nowell, seconded by Bruflat, to approve the agenda. With all in favor, the agenda was approved.

Approval of Minutes – A motion was made by Johnson (E), seconded by Johnson (K), to approve the minutes of the September 13, 2021 regular City Council meeting. With all in favor, the minutes were approved. A complete copy of the minutes of the September 13, 2021 regular City Council meeting is contained in the City Administrator's book entitled Council Proceedings 20.

Mayor Zieman noted there were no minutes from the September 27, 2021 regular meeting as the meeting was cancelled due to lack of a quorum.

Consent Agenda – In motion by Nowell, seconded by Johnson (E), Resolution No. 2021-135 entitled "Resolution Approving Consent Agenda" was introduced. Councilmember Johnson (K) thanked staff for their work to ensure equity among the wages of current Police Officers after the hiring of a new Officer at a lateral transfer wage. Councilmember DeVos asked for additional information regarding the differences between the existing Cartegraph software and the upgraded software being purchased.

Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2021-135 is contained in the City Administrator's book entitled Council Resolutions 23.

MMUA Safety Contract Extension – Public Works Director Moulton reviewed the services provided by the Minnesota Municipal Utilities Association (MMUA) safety program and recommended the contract be extended for an additional year at a cost of \$27,043.84 and an additional \$3,000 for specialized Lineman training. Moulton noted that in the last twenty-three years the safety program has been in place, the program has resulted in reduced accidents and worker's compensation claims. Moulton noted the MMUA Safety Coordinator serves as a resource for employees. In motion by Johnson (K), seconded by Bruflat, Resolution No. 2021-136 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. 2021-136 is contained in the City Administrator's book entitled Council Resolutions 23.

City Assistance Request: Trails Association Haunted Hayride – City Administrator Prafke recommended approval of a request submitted by the Nicollet County Trails Association for City assistance for their annual haunted hayride fundraising event that would take place in Riverside Park on two weekends (October 21-23, 2021 and October 29-30, 2021). Prafke recommended approval of the request and noted that the hayrides would operate until midnight each evening which was one hour later than past years. Councilmember Bruflat praised the group for their diligence in planning for ways to accommodate customers with accessibility challenges and for development of COVID protection plans. In motion by Nowell, seconded by DeVos, Resolution No. 2021-137 entitled "Resolution Approving Request For City Assistance For Nicollet County Trails Association Haunted Hayrides" was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2021-137 is contained in the City Administrator's book entitled Council Resolutions 23.

Assessment Process Initiation – Unpaid Utility Charges – Finance Director Vogel requested initiation of the process for assessment of unpaid utility charges and noted two actions were required to do so – directing preparation of the assessment rolls and calling for a public hearing. Vogel also reviewed the total amount of charges to be assessed, the charges which are not allowed to be assessed and the City's policy for writing off charges under certain conditions. In

motion by Johnson (E), seconded by Nowell, Resolution No. 2021-138 entitled “Resolution Declaring Unpaid Charges For Municipal Utilities To Be Assessed And Ordering Preparation Of Proposed Assessment” was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2021-138 is contained in the City Administrator’s book entitled Council Resolutions 23.

In motion by Bruflat, seconded by Johnson (K), Resolution No. 2021-139 entitled “Resolution Calling For A Public Hearing Declaring Unpaid Charges For Municipal Utilities To Be Assessed” was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2021-139 is contained in the City Administrator’s book entitled Council Resolutions 23.

Assessment Process Initiation – Unpaid Miscellaneous Charges – Finance Director Vogel requested initiation of the process for assessment of unpaid miscellaneous charges which included some sidewalk, curb, and gutter improvements for which all but one property owner had signed waivers of assessments, and miscellaneous charges for lawn mowing and snow removal. Vogel also noted the very large miscellaneous charges for demolition of the King Pins bowling alley which had been destroyed by fire. In motion by Johnson (K), seconded by Nowell, Resolution No. 2021-140 entitled “Resolution Declaring Unpaid Charges To Be Assessed And Ordering Preparation Of Proposed Assessment Of Unpaid Miscellaneous Charges” was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2021-140 is contained in the City Administrator’s book entitled Council Resolutions 23.

In motion by Nowell, seconded by Bruflat, Resolution No. 2021-141 entitled “Resolution Calling For Public Hearing On Assessment Of Miscellaneous Charges” was introduced. Upon roll call, with all in favor, the Resolution was declared passed and adopted. A complete copy of Resolution No. 2021-141 is contained in the City Administrator’s book entitled Council Resolutions 23.

Closed Session – Threatened Litigation – Mayor Zieman recommended the Council adjourn to closed session to discuss threatened litigation as authorized under the attorney-client privilege exemption in State Statutes. In motion by Nowell, seconded by DeVos, Resolution No. 2021-142 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. 2021-142 is contained in the City Administrator’s book entitled Council Resolutions 23.

The Council adjourned to closed session at 7:26 p.m.

The Council returned to open session at 7:50 p.m.

Settlement Agreement Authorization – Mayor Zieman announced the Council would not be taking action related to the threatened litigation.

Reports

Mayor’s Report – Mayor Zieman thanked the Fire Department members who assisted with the recent open house events related to the sales tax ballot question. City Administrator Prafke reported approximately fifty people attended the open houses and noted that additional information on the sales tax question will continue to be provided through the Hot Sheet and the City’s social media outlets.

August 30, 2021 Goal Session Report – City Administrator Prafke directed Councilmember attention to the written report on discussion at the August 30, 2021 goal session.

Absentee Voting Underway – City Administrator Prafke reported absentee voting for the November 2, 2021 general election was underway and would continue through the end of the day November 1st.

North Lift Station Demolition – Public Works Director Moulton reported staff would begin demolition of the North Lift Station at the intersection of Highway 169/Union Street. Moulton indicated the facility, which was used to pump wastewater to the former treatment ponds on the east side of the Minnesota River, had not been used since 2004 when the new wastewater treatment plant became operational.

Finance Committee Meeting – City Administrator Prafke reported the City Council’s Finance Committee had met earlier in the day to review the proposed 2022-2023 legal services contract

submitted by Brandt Law Office and that action on the proposed contract would come before the Council at the next regular meeting.

There being no further business, a motion was made by Johnson (K), seconded by Johnson (E), to adjourn. With all in favor, the motion carried and the meeting adjourned at 7:57 p.m.

Charles Zieman
Mayor

ATTEST:

Todd Prafke
City Administrator