

## Owatonna City Council Minutes

The Owatonna City Council met in regular session on Tuesday, June 18, 2019 at 7:00 p.m. in Council Chambers. Council President Schultz called the meeting to order and welcomed everyone in attendance. Attending were Council Members Raney, Voss, Okerberg, Svenby, Burbank, Dotson and Schultz; Mayor Kuntz; City Attorney Walbran; Community Development Director/Interim Park Director Klecker; City Administrator Busse and Administrative Specialist Clawson.

Following the Pledge of Allegiance, Council Member Raney made a motion to add to the agenda, Council to set the date and time for a public hearing to consider proposed amendments to the City's Tobacco Ordinance. Council Member Burbank seconded the motion to add this item to the agenda and all members voted aye in approval. Council Member Svenby made a motion to approve the agenda with this added item, Council Member Okerberg seconded the motion, all members voted aye in approval.

Mayor Kuntz made proclamation for Pollinator Week from June 19<sup>th</sup> – 25<sup>th</sup>, 2019. Council approved Resolution 16-19 on March 5, 2019 to be a Pollinator Friendly City to increase a pollinator friendly environment.

Council President Schultz explained Council Members review the Consent Agenda Items prior to the meeting for approval in one motion. Consent Agenda Items for approval include:

- Minutes - City Council Meeting – June 4, 2019.
- Minutes - Airport Commission Meeting – May 19, 2019.
- Minutes - Park & Rec Board Meeting – June 10, 2019.
- Minutes - Human Rights Commission Meeting – May 14, 2019.
- Event Permit –Just One More Street Dance.
- Event Permit – Crazy Days Parade.
- Event Permit – LTO Lawn Party – Sharon Stark Forever Fund.
- Exempt Permit – Eagles Ladies Auxiliary #1791 – Pull-tabs at SCFF.
- Renew Annual Permits to Conduct Lawful Gambling:
  - American Legion Post 77
  - Elks Lodge 1395
  - Fraternal Order of Eagles
  - Knights of Columbus
  - Owatonna Wrestling Association
  - Owatonna Youth Hockey Association
  - Steele County Snowmobile Trail Association
  - VFW Post #3723
- Temporary Liquor Permit – Knights of Columbus in the Arts Center – July 24, 2019.
- Department Reports – Building & Inspection Report - May 2019.
- Memorandum of Understanding – Franchise Associates, LLC.

Council Member Burbank made a motion to approve the Consent Agenda Items; Council Member Voss seconded the motion; all members voted aye in approval.

Vice-President Raney recapped expenses for the period; bills presented for payment total \$749,777.04. Council Member Okerberg made a motion to approve payment of these bills; Council Member Svenby seconded the motion. All members voted aye for approval.

Community Development Director Klecker presented Proposed Ordinance 19-3, a request to vacate a portion of a utility easement located in the middle of the parcel addressed 1205 Park Drive. This request was received from Bob Seykora, on behalf of RFS Partners. The easement was originally platted in 1967 with the center of the easement as the property line between two parcels. The parcels have been joined

and the easement is no longer needed. Vacating this easement will allow for construction of a larger building on this parcel. The Planning Commission held a public hearing on this request and received no objections and recommend Council approval. Council Member Dotson made a motion to approve the first reading of Proposed Ordinance 19-3 and Council Member Burbank seconded the motion. With a roll call vote voting aye were Burbank, Raney, Svenby, Voss, Okerberg, Dotson and Schultz; voting nay were none, motion was approved. The second reading of Proposed Ordinance 19-3 will be heard during the July 2<sup>nd</sup> Council Meeting.

Community Development Director Klecker requested approval of Resolution 44-19, to approve Conditional Use No. C-1418. Request was received from Scott Deml to construct a 6,160 square foot accessory structure at 134 26<sup>th</sup> Street NW. City Code permits an accessory structure to 50% of the size of the primary structure and requires larger buildings acquire a conditional use permit. The applicant is proposing to combine two lots to allow for this accessory structure to be constructed. The Planning Commission held a public hearing and recommend approval with these conditions:

- a) The proposed structure shall be constructed to have a compatible appearance with the primary structure on the property.
- b) The use of the building shall remain accessory to the principal use in front commercial building.
- c) A separate use shall not be permitted to occupy the accessory structure without a commercial PUD being granted by the City Council.
- d) Office space shall not be permitted in this structure without a commercial PUD being granted by the City Council.
- e) The lots shall be combined prior to issuing a building permit for this request.

Council Member Raney made a motion to approve Resolution 44-19 approving Conditional Use No. C-1418 as recommended by the Planning Commission. Council Member Voss seconded the motion; all members voted aye in approval.

Interim Park Director Klecker requested approval of the 2019 Deer Management Proposal. This will be like the archery hunt used last year to cull the deer population within the City Limits. Possible parks available for archers are Cashman Park, Hamman Park, Kaplan's Woods, Leo Rudolph Nature Reserve, Manthey Park, Kriesel Park, Kaplan's Woods Parkway, Maple Creek Parkway and the North Straight River Park Area. The Parks and Recreation Department will administer, manage and monitor the archery hunt. A non-refundable application fee of \$12 is assessed to the applicants to offset costs associated with the archery hunt. There will be two sessions offered between November 2 and December 20, 2019. Only antlerless deer may be taken, the bag limit is 5 deer per hunter, once a hunter harvests one antlerless deer, they may earn-a-buck. Council Member Dotson made a motion for approval, Council Member Okerberg seconded the motion. Council Member Raney asked addition of Mineral Springs Park to the list of site options offered, this park has densely wooded areas for deer. Council Member Okerberg requested consideration of increasing the application fee, this could provide for the volunteer assistance received in administering the proficiency test. Council Member Svenby suggested action be tabled to the next meeting for further consideration. Council Member Dotson rescinded his motion to approve the 2019 Deer Proposal, Council Member Okerberg rescinded his second to this motion. Council Member Svenby made motion to table action on the 2019 Deer Proposal, Council Member Voss seconded the motion; all members voted aye in approval.

Interim Park Director Klecker requested approval of the Proposal received from MEI Total Elevator Solutions (MEI) to replace the elevator controls in the elevator of the City's Administration Building.

This repair was requested in the 2016 CIP and now scheduled in the current 2019 CIP; however, the repair parts are obsolete and now require replacement. Three quotes were received, MEI currently provides elevator service and inspections of the City's elevators and submitted the low quote of \$48,986. Council Member Dotson made a motion to approve the proposal to replace the Administration Building Elevator Controls from MEI, Council Member Svenby seconded the motion, all members voted aye in approval.

During Staff Comments, Community Development Director Klecker said staff has been working to implement Streetscape and looking at the City's needs as they begin preparing their department's 2020 Budget Request. Recent wet weather has resulted in low attendances at the golf course, water park and beach so hoping there will be some 80+ degree temperatures to bring out more people.

During Public Comments, Brad Meier, President/CEO Owatonna Chamber said earlier today he sent messages to the Mayor and Council Members regarding preparation of the 2020 Budget. The Chamber wants to be engaged as the City works through preparing the 2020 Budget with hopes the growth rate remains close to the current levy allowing lower taxes. The Chamber partners with the City through the EDA, Tourism and Main Street Programs and ask the City to continue considering all expenditures for accountability during the budget preparation process and hope the Chamber will be included in this process going forward.

Roger Wacek, 646 E Vine Street, suggested transforming the two Stormwater Retention Ponds by the Library into Pollinator Rain Gardens and then requested inclusion of a Pollinator Garden in the construction plans of the new soccer complex. He has frequently requested the City use no herbicide on City lawns and reduce the mowing frequency to increase flowering habitat. He purchased his home in 1975 and has not used any herbicide or fertilizer on the lawn, he believes his lawn is green, lush and diverse with lots of flowering plants to feed the pollinators. During May 2014, he installed a rain garden on the boulevard in front of his home by utilizing the City's Rain Garden Cost Share Program and he encourages everyone consider adding a rain garden to their property and contact Brad Rademacher, Water Quality Specialist to consider this funding opportunity. Wacek then invited everyone to drive by his property to see his lawn and rain garden.

During Council Comments: Council Members Raney commented he appreciates the OCC Public Policy and anticipating budget request will include funds needed to implement the Street Scape Plan for vitalization of the downtown area. During the earlier Study Session, the Park Plan was reviewed for potential enhancements over the next 8-10 years. The recent state approved increase in LGA Funds will not cover these improvements so anticipating good discussions during the budget preparation process. He then thanked City Staff and volunteers that helped during recent events such as the softball tournament, the band festival, park and pavilion clean-up; he has heard a lot of good comments and saw great participation.

Mayor Kuntz commented he would read the City's Mission, a suggestion he heard during a recent conference. "The Mayor and City Council shall represent the people of Owatonna by making decisions which ensure quality public services for all who live and work in the community."

Council President Schultz commented he recently attended the National Main Street Program in Washington. The meeting included a tract for elected officials which he attended. He is passionate about the Main Street Program as enhancement of the downtown area is vital in recruiting and retaining

businesses. He believes this program helps in many ways and willing to meet and discuss this program with anyone.

At 7:33 p.m., Council Member Raney made a motion to adjourn, Council Member Svenby seconded the motion and the meeting adjourned.

Dated: June 21, 2019

Respectfully submitted,  
Jeanette Clawson, Administrative Specialist