

CITY OF EYOTA  
CITY COUNCIL MINUTES  
JANUARY 28, 2016

Members Present: Tyrel Clark, Bryan Cornell, Tony Nelson, Ray Schuchard and Kurt Holst

Members Absent: none

Staff Present: Community Officers Pagel and Johnson and Marlis Knowlton, Clerk/Treasurer

**Call to Order:** Mayor Clark called the meeting to order at 7:02 p.m. with the Pledge of Allegiance.

**Recognitions:** Both Iris Neumann and Nancy Eichman were presented plaques in recognition of their service. Iris was an employee from September 2006 through December 2014. Nancy was recognized for twenty five years of service August 1989 through 2014. Thank you to both ladies.

**Approve Agenda:** Motion was made by Nelson and seconded by Schuchard to approve the agenda with the addition of item 6.F pay equity and 6.G selling the mower. Ayes 5, Nays 0. Motion carried.

**Consent Agenda:** Motion was made by Nelson and seconded by Holst to approve the consent agenda items 4.A through 4.C. as presented. Ayes 4, Nays 0. Mayor Clark had momentarily left the Council chambers and did not vote on the consent agenda. Motion carried.

4.A. Minutes of the January 14, 2016 regular Council meeting

4.B. RESOLUTION #2016-07 RESOLUTION EXPRESSING ACCEPTANCE OF, APPRECIATION FOR AND DESIGNATION OF DONATIONS RECEIVED, accepting and acknowledging \$1,200 total donations from numerous parties and designates the funds to the Fire Department Fund for the purchase of future equipment to be determined at a later date.

4.B. LMCIT Safety and Loss Control Workshop, April 26 in Rochester, authorized Marlis Knowlton and Brad Boice to attend; \$40 total registration and travel expenses.

**REPORTS:**

**Community Officer:** Deputy Pagel reported calls have been about the same. Deputy Pagel will now be going on patrol. Deputy Pagel introduced the new Community Officer Deputy Dan Johnson.

**DESCASD Sewer Board:** Schuchard reported on the normal first meeting of the year procedures including appointing officers: Chairman Bill Spitzer, Vice Chair Wayne Getz and Secretary/Treasurer Angela Ihrke. Tony Nelson was appointed to the Board, replacing Tyrel Clark. Other business: continuing investigating possible bond purchases, additional security camera purchases put on hold and still getting more quotes for heating and air conditioner replacements.

**Planning Commission:** Knowlton reported the Commission has the dance ordinance completed. Council instructed it be sent to the City Attorney for review before it is presented to the Council along with the application form and actual permit document.

The Commission continues to work on updating the nuisance ordinance. In house training was discussed but the Commission agreed their priority is to continue working on updating ordinances in preparation for codification.

**Economic Development Authority (EDA):** Clark reported Arbor Gardens financials, yearend profits are less than budgeted predictions due to a couple factors; including establishing a memory care unit and implementation of a new billing system. There are a couple rooms turning over that need new carpet. Motion was made by Holst and seconded by Nelson to approve up to \$2,500 to be paid out of the Arbor Gardens enterprise fund for re-carpeting two rooms. Ayes 5, Nays 0. Motion carried.

Some years ago it was established Arbor Gardens would pay the City \$4,000 monthly to go into their enterprise fund; to move excess cash from the checking account and to have funds available for future capital improvements. Arbor Gardens has logged that monthly payment as a debt which has accrued to \$84,000.

Motion was made by Nelson and seconded by Schuchard to allow removing or eliminating the \$84,000 amount due to the City. Ayes 5, Nays 0. Motion carried.

Motion was made by Holst and seconded by Schuchard to waive the \$4,000 payment for the next three months (January – March 2016) and reevaluate the financial situation in March and decide how contributions will be made in the future. Ayes 5, Nays 0. Motion carried.

Cornell reported the EDA financial information. John Keefe's lots in Stone Garden Estates will be for sale \$47,000 to \$55,000; it was noted that Rochester lots sell for \$70,000 to \$80,000. The Minnesota Design Team is coming to Eyota in April and plans are being made; project Chair Connie Meiners made arrangements to use the School for part of the visit which is appreciated.

Clark recapped on a business meeting held earlier today. Business owners were presented information on: Knox boxes for their buildings, the MN Design Team visit, mass mailing program through the Post Office and the Downtown Business Incentive Program.

Motion was made by Nelson and seconded by Holst to approve extending Burt's Meat and Poultry Downtown Business Incentive Program application for an additional six months. Ayes 5, Nays 0. Motion carried.

Motion was made by Nelson and seconded by Holst to approve extending Jem's Confections Downtown Business Incentive Program application for an additional six months. Ayes 5, Nays 0. Motion carried.

Motion was made by Nelson and seconded by Schuchard to approve reimbursing John Erickson of Eyota Antiques for half of his new business sign through the Downtown Business Incentive Program for \$608.75. Ayes 5, Nays 0. Motion carried.

Motion was made by Schuchard and seconded by Holst to approve paying \$525 out of the EDA's advertising budgeted funds for the Rochester Area Builder's business spot light on Higgins Cabinetry. Ayes 5, Nays 0. Motion carried.

Motion was made by Nelson and seconded by Holst to approve to spend up to \$400 out of the EDA's advertising budgeted funds for mailers only, not banners, to promote the Minnesota Design Team visit. Ayes 5, Nays 0. Motion carried.

**Clerks Report:** Knowlton reported the last payment has been received from the Department of Natural Resources from the grant for the West Side Connection Trail along Highway 42 (Second Street to Carolann Street) total grant \$104,451.48. Initial grant application was submitted in 2012; the final project details should be completed in 2016.

Knowlton also reported Senator Carla Nelson is tentatively scheduling a town hall meeting on February 25; possibly at the School.

### **REGULAR AGENDA ITEMS:**

**Brewery Proposal:** Brett Lincoln presented his proposal to build a brewery in the southeast corner of the Second Street Wetlands parcel (on Second Street SW, west of the Eyota Manor apartments). The EDA recommended to go forward investigating the parcel and building subsidy programs. State Statute requires the Planning Commission to first review any land purchases or sales to make sure they are consistent with the City's Comprehensive Plan. Council Consensus: send this to the Planning Commission and have them review the proposal.

**Coalition of Greater Minnesota Cities:** The Coalition of Greater Minnesota Cities sent a request to consider passing a resolution in favor of a \$45.5 million LGA (local government aid) increase. Although the Council agreed more LGA would be beneficial, they would rather see the payments be consistent and stable. The Council chose not to pass the resolution and also chose not to become a member of the Coalition.

**City Hall Façade Improvements:** Knowlton informed the Council the new City Hall sign is scheduled to be installed on Monday, over the top of the existing stone bank sign. The Council requested if it does not cost over \$500 ask the installer to put the sign above or below the stone Farmers State Bank sign; preserving it as historical. Lighting proposals were reviewed, a motion was made but then rescinded; lighting decisions will be delayed until the sign position is confirmed.

Two bids were received to replace the outside bulletin boards. Motion was made by Nelson and seconded by Cornell to approve purchasing two boards from Alphabet Signs for \$735.00. Ayes 5, Nays 0. Motion carried.

**Utility Billing Clerk:** Deputy and Utility Billing Clerk Nancy Eichman will be retiring March 31. Her job description needs to be reviewed and revised if necessary. The personnel Council representatives will meet with staff and discuss. Plan to advertise the position February 8 – 19 and make a recommendation to hire by the 25. Motion was made by Nelson and seconded by Schuchard to authorize Clark and Cornell to update the job description and post the job opening. Ayes 5, Nays 0. Motion carried.

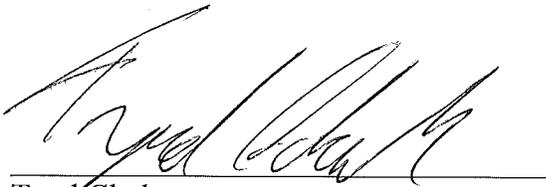
**Accounts Payable:** Motion was made by Nelson and seconded by Schuchard to approve the accounts payable as presented for a total payable amount of \$343,017.41. Ayes 5, Nays 0. Motion carried. See "Exhibit 6.E"

**Pay Equity Reporting:** Motion was made by Cornell and seconded by Nelson to approve the presented required 2016 pay equity report for submission. Ayes 5, Nays 0. Motion carried.

**Mower Sale:** An offer has been received to purchase the 1998 TORO Groundmaster 325D 4WD with cab, deck and broom for \$5,000. It was advertised for \$6,000 or best offer. Motion was made by Schuchard and seconded by Nelson to approve selling the mower for \$5,000; a cashier's check will be required. Ayes 5, Nays 0. Motion carried.

**Other Business:** Schuchard and Nelson reported the Sewer District has a new attorney that is also the attorney for the City of St. Charles; they are all very pleased with the service. Council requested Knowlton schedule an interview with him.

**Adjourn:** Motion was made by Nelson and seconded by Holst to adjourn the meeting. Ayes 5, Nays 0. Motion carried. The meeting was declared adjourned at 8:35 p.m.



Tyrel Clark  
Mayor



Marlis Knowlton  
Clerk/Treasurer