

CITY OF EYOTA
CITY COUNCIL MINUTES
NOVEMBER 12, 2015

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

Note: Cornell did leave the meeting early: 8:50 p.m.

Members Absent: none

Staff Present: Engineers Daren Sikkink, WHKS & Co. and Craig Britton from Widseth, Smith, Nolting; Jerry Pike and Jeff Peck, Fire Department and Marlis Knowlton, Clerk/Treasurer

Call to Order: Mayor Clark called the meeting to order at 7:00 pm with the Pledge of Allegiance.

Approve Agenda: Motion was made by Cornell and seconded by Holst to approve the agenda as presented. Ayes (5), Nays (0). Motion carried.

Consent Agenda: Motion was made by Nelson and seconded by Schuchard to approve the consent agenda items 4.A and 4.F as presented. Ayes (5), Nays (0). Motion carried. See "Exhibit 4.B"

- 4.A. Minutes of the October 22, 2015 regular Council meeting
- 4.B. Resolution #2015-33 33 RESOLUTION EXPRESSING ACCEPTANCE OF, APPRECIATION FOR AND DESIGNATION OF DONATION RECEIVED to the Fire Department, equipment valued at \$3,222.43 from the Hiawatha Sno-Seekers.
- 4.C. CEDA: Community and Economic Development Associates 2016 Professional Services Contract, annual cost of \$33,272, for an average of one and one half days a week service.
- 4.D. Minnesota Design Team: enter in to the agreement to visit April 14-16, 2016 and authorize the first payment of \$2,500.
- 4.E. Tires: purchase Hankook replacement tires for the Ford public works pickup from Prestige Auto, cost of \$885.63.
- 4.F. Snow plow driver wages: approve paying contracted drivers \$15.00 per hour.

REPORTS:

Fire Department: Peck and Pike reported the new fire truck will be here soon, training will be held before it is put into service. The 2016 training schedule is being created now. Training hours per member: 2014 twenty two hours and 2015 is already twenty eight hours. A committee has been formed to establish a standard hiring procedure for applicants on a waiting list.

Extrication Equipment: It was assumed the new truck would come with extrication equipment, it will not. The equipment cost \$13,675.00. The Council agreed the equipment needs to be purchased now and discussed options to pay for it.

Motion was made by Holst and seconded by Schuchard to pay \$13,675 for the extrication equipment: half (\$6,837.50) from the donations received by the City equaling \$5,569.24, the remaining \$1,268.26 from donations received by the Relief Association; the other half of the equipment (\$6,837.50) will be paid equally (50/50) by the City and Eyota Township \$3,418.50 each. Discussion: the Township can make payments to the City if necessary because this was an unexpected expense. The \$3,418.75 City portion can be covered by budgeted training expenses that are reimbursed by a State grant program (MBFTE). Ayes (5), Nays (0). Motion carried.

The old truck will be sold. It has not been determined how it will be put up for sale; Council equipment representatives should discuss options.

Park Board: No meeting was held on November 11. It was mentioned the basketball court has been poured in Summerfield Park; the hoops will be installed in the spring.

Public Works – 514 South Avenue SE Driveway: Homeowner Steve Erickson requested status of the Council's decision to repair his driveway. Concrete bids have not been obtained. Effort will be made to continue to acquire bids. This may need to be delayed until spring.

Clerks Report: No report.

REGULAR AGENDA ITEMS:

Stone Garden Estates Final Plat Review: Engineers Daren Sikkink, WHKS & Co. (City Engineer) and Craig Britton from Widseth, Smith, Nolting (John Keefe's Engineer) were present to review and explain the Stone Garden Estates final plat submission and items of concern. The Planning Commission reviewed the submission at their October 29 meeting. The Commission recommended to the Council to approve the final plat with sidewalks to be required and with all the changes as recommended by WHKS in their comment letter. See "Exhibit 6.A.1"

The Engineer's comments were reviewed. There are a few reports that WHKS still needs to review in detail. These would not delay Keefe's plans to install the utilities and grade the area yet this fall. The Development Agreement should normally be finalized before construction begins. The majority of the Development Agreement has been updated; there are a few points that the Council discussed and gave opinion on how to continue to draft the final agreement. Items: install only one gas main in the street, grade for sidewalks but they do not need to be installed, City engineering fees of up to \$11,500 to be paid by the Developer and limited construction can be started. See "Exhibit 6.A.2"

Motion was made by Nelson and seconded by Holst to conditionally approve the final plat (to allow limited construction to begin) contingent on the remaining final plat issues being reviewed and approved by WHKS (review letter numbers 3, 22 and 23); the Development Agreement will be approved at a later date. Ayes (5), Nays (0). Motion carried.

Council Consensus: Keefe can begin initial grading and installing utilities.

2015 Street & Utility Improvement Project Pay Request #4: Motion was made by Nelson and seconded by Holst to approve the 2015 Street & Utility Improvements Project pay request #4, payable to Elcor Construction, \$173,961.35. Clark, Cornell, Nelson and Holst voted in favor. Schuchard abstained; his wife is an Elcor employee. Ayes (4), Nays (0), Abstained (1). Motion carried. See “Exhibit 6.B”

City Engineer Sikkink did explain the sod being laid now will not be accepted until it grows. If it doesn't grow in the spring it will be the subcontractor's responsibility to replace it. The parking lot across from the Fire Hall will be blacktopped next year.

2016 Street & Utility Improvements Project Planning: City Engineer Sikkink reviewed the plan for scheduling the street and utility improvements in the original platted areas of Eyota; main objective is to replace aging and undersized water service mains. The 2016 project area will be west of Center Avenue, from South Front Street SW to the alley between Third and Fourth Street SW. This project area is phase two of three phases. See “Exhibit 6.C.1”

The street and utility improvement project is meant to address the following deficient items: inadequate sized (4”) watermains, old watermain pipes, long water services from the watermains in the street to the serviced building, poor storm water drainage, narrow streets, on street parking and sidewalks. The same standards from the 2015 project will be used to plan the 2016 project; for instance thirty two foot wide streets, curbs will be a standard stand up curb B-6-24, storm sewers will be installed were feasible, and twenty five percent assessments charged per parcel.

Procedures

The first assessment hearing is for the Council to receive public comment about the project. They will then decide to proceed with the project. Construction bids will be requested, those bids determine the cost of the project and assessments will be calculated. Another hearing will be held to receive public comments on the assessments. The Council will then decide to award the bid and start construction.

The 2015 feasibility study is still current, excluding the cost estimates. The 2016 project cost is now estimated to be \$1,187,000. Some of the increase is due to adding the sections of Franklin and Lafayette from Third Street to the alley between Third and Fourth Street. There are a couple parcels that still need to have the water service located to determine if they will be included in this project. It was noted the fire hydrant on the corner of the bank (NE corner of 2/Lafayette) needs to be replaced and water service to it changed. A few parcels will receive new water service only (no street/curb) and will be assessed accordingly. Council requested the size of the lots to determine which will be charged for two parcel assessments. Council also requested what the assessments were on the Second Street SW street project back in the 1980's.

**** Bryan Cornell left the meeting at 8:50 p.m. ****

Proposed and scheduled: the first public hearing Wednesday, December 9, 7:00 p.m. at the Eyota Volunteer Ambulance Service facility.

Motion was made by Nelson and seconded by Schuchard to move RESOLUTION #2015-34 RESOLUTION RECEIVING PRELIMINARY REPORT AND CALLING PUBLIC HEARING ON 2016 STREET & UTILITY IMPROVEMENTS, approving the feasibility report, calling for the public hearing to be December 9, 2015 and authorizing the Clerk to publish and mail the hearing notices. Ayes (4), Nays (0). Motion carried. See "Exhibit 6.C.2"

Motion was made by Nelson and seconded by Holst to approve the 2016 project schedule and feasibility report. Ayes (4), Nays (0). Motion carried.

Council requested the Professional Service Agreement with WHKS be put on the next agenda. Mayor Clark briefly explained the City can still afford to do this 2016 project despite the increased cost.

Second Street Wetlands Study Update: City Engineer Sikkink explained the preliminary concept plans to create wetlands, possible earned wetland credits and possibly a limited area for development in the Second Street Wetlands parcel. Council gave Sikkink some feedback and direction to continue and complete the plan. The completed plan is tentatively scheduled to be presented in December.

Employee Health Insurance Renewal: The employee health insurance coverage renews January 1, 2016. The current Blue Cross Blue Shield policy is available and has minimal changes: premiums will be slightly lower (1.9%) and the deductible and out of pocket expenses will be slightly higher. Motion was made by Nelson and seconded by Schuchard to approve renewing the current Blue Cross Blue Shield health insurance policy covering the employees for 2016. Ayes (4), Nays (0). Motion carried.

Accounts Payable: Motion was made by Nelson and seconded by Schuchard to approve the accounts payable in the amount of \$233,754.01 Ayes (4), Nays (0). Motion carried. See "Exhibit 6.F"

Other Business: none

Adjourn: Motion was made by Nelson and seconded by Schuchard to adjourn the meeting. Ayes (4), Nays (0). Motion carried. The meeting was declared adjourned at 9:20 p.m.



Tyrel Clark
Mayor



Marlis Knowlton
Clerk/Treasurer