

LAKEFIELD CITY COUNCIL MINUTES

June 9, 2020

ADOPTED

CALL THE COUNCIL MEETING TO ORDER at 7:00 p.m.

The council and those present shared a moment of silence in honor of Dave Schlottach, past mayor who passed away today.

Council Present: Brian Rossow, Nathan Hall, Bruce Bakalyar, Brent Pavelko, Andrea Monson

Council Via Go To Meeting: Justin Lessman-Media, Brenda Parsley-CDS CPA

Council Absent:

Others Present at Hall: Kelly Rasche-Clerk, Lance Frerichs-Street, Richard Doescher, Kristie Frerichs-Liquor, Ellen Hanson-Pool Board, Brad Nestegard, Mike Chepa, Anthony Almodovar,

Agenda Approval – Motion to approve the agenda, with addition, made by **Hall/Pavelko**, voice vote, all yes, motion carried.

Minutes Approval – Motion to approve the minutes of May 18, 2020, meeting made by **Bakalyar/Hall**, voice vote, all yes, motion carried.

Accounts Payable – Motion to approve the payments and the investment and transfer activity, in the amount of \$111,159.62 made by **Pavelko/Monson**, voice vote, all yes, motion carried.

R.O. Project Pay Request Magney Construction – Motion to approve Pay Request 3 in the amount of \$592,642.63 made by **Hall/Pavelko**, all yes, motion carried.

2019 AUDIT PRESENTATION – The city is in good financial standing in 2019. Motion to accept the 2019 audit as presented made by **Monson/Bakalyar**, all yes, motion carried.

DEPARTMENT REPORTS

1. **Street Department**
2. **Liquor Store**
3. **Finance** – State Auditor’s report is due the end of June. Can be submitted now that the audit has been reviewed.
4. **Police Department**

AGENDA ITEMS:

1. **2020 Season Lakefield Aquatic Center Discussion** -- Rasche update the council on the status at the pool. Currently waiting for the contractor to get the necessary materials for repair of the tile lines in the pool floor. Rasche and Frerichs are in contact often to keep inquiring on the timeline of the project. Rasche and pool manager Megan John have discussed an operations plan that includes hours of operation and sanitation plans. A meeting is being coordinated with the pool board to review the plans and discuss other items including season pass costs and swimming lessons. No action needed at this time.
2. **Sealcoat quotes review** – Quote inquiries were sent to five potential contractors, two provided quotes. They were Allied Blacktop Company with a total quote of \$72,956.00 and Pearson Bros. Inc with a total quote of \$58,603.00. S.E.H. reviewed the quotes and feel the low is a fair price. The streets included in the project are the newly constructed of the 2016 and 2018 Street Projects including parts of Bush, Broadway, Pleasant, Sioux, Hunter, Fourth Ave N, Reid and Walters. Motion to approve the sealcoat quote of Pearson Bros Inc in the amount of \$58,603.00 made by **Bakalyar/Hall**, all yes, motion carried. The project could be completed June 22 – July 1.
3. **Fire Department Turnout gear price quote update** – The grant for the turnout gear has been approved from USDA Rural Development, \$24,000. An updated cost from Heiman Fire Equipment for 23 firemen is \$73,013.50 (\$2,174.50 per man) Motion to approve the purchase of turnout gear in the amount of \$73,013.50 made by **Monson/Pavelko**, all yes, motion carried.
4. **Police Department**
 - a. **Brad Nestegard to Full Time Status** – Brad is covering the hours that Chief Konechne was filling before his resignation, he is working 40 hours. The personnel committee discussed his

hourly rate of pay and possible benefits for him during the time he is working in a full-time position. The recommendation of a pay increase is temporary until the position of chief has been filled in some form. Motion to move Brad to \$24.12 per hour, effective June 6, 2020, until the position of chief of the department is filled in some form he will be given 16 hours of personal time to use before Dec 31, 2020 and eligible for full time holiday benefit made by **Monson/Bakalyar**, all yes, motion carried. Mayor Rossow shared his appreciation of Brad's willingness to step in with Chief Konechne's relatively short end of career in Lakefield, using most of his final time as vacation.

- b. Police Chief Position Information** – Monson shared the status of the search for police chief. The advisory board has met several times. The application period closes on June 15th. They also met with Jackson County Sheriff to discuss options to utilize the county in the short term and the long term. Current department members are doing the work necessary. CLEO (Chief Law Enforcement Officer) is a long-term option for a relationship with Jackson County and the City of Lakefield Police Department. The council discussed pros and cons to a CLEO arrangement. Applications will be reviewed, interviews completed before a decision of a CLEO agreement would be explored. The council is preferable to hiring a chief vs. a CLEO agreement. No action needed at this time. The advisory board will continue to meet and present their recommendation when it is ready.
- 5. Public Comment Letter for MPCA Wastewater Permit Renewal consideration** – The comments letter was reviewed by Flaherty and Hood Attorney Daniel Marx as well as S.E.H. engineer Karen Cavett. The comment period ends June 15, 2020. Motion to approve the letter with suggested modifications recommended by Cavett and Marx concerning 7Q10 for signature and submission to the MPCA made by **Pavelko/Monson**, all yes, motion carried.
- 6. Ordinance Amendment 111.38 Outside Consumption; Special Permit; Requirements** – Due to the COVID 19 requirements for customers only in outside seating a review of the ordinance was done. The edits to this ordinance allows outdoor liquor sales with the requirements incorporated from the MN Alcohol and Gambling Authority. Motion to approve the amended ordinance and direct staff to publish as required made by **Monson/Bakalyar**, all yes motion carried.
- 7. Liquor License Fee Refund Request** – Bowler's Inn is requesting a reimbursement of a portion of their liquor licensing fee for 2020. They were forced to carry out only with no liquor sales in March. With continued limitations of operations by the Governor, they completed the sale of their property early. Staff recommends a consideration of a refund of \$450 of their \$600 fee. The council did not take action at this time. They want to consider the request.
- 8. City Hall Wooden Chairs Excess Property Declaration Consideration** – Staff obtained 10 stackable chairs for council seating area at no cost. These chairs can replace the wooden chairs that are difficult to clean around and heavy to move. Motion to declare all the wooden chairs as excess property made by **Rossow/Hall**, Yes: Rossow, Pavelko, Hall, Monson No: Bakalyar, motion carried.
- 9. Approve Final Sale of Brush and Concrete lots to Hussong Mfg (Industrial Park Area)** – Motion to approve the sale of the Brush and Concrete lots to Hussong Mfg in the amount of \$1 and the continued sale of crushed concrete from the stock pile until June 1, 2021 made by **Bakalyar/Hall**, all yes, motion carried.
- 10. David Drown Association Continuing Disclosure Report Agreement** – Motion to approve the agreement made by **Bakalyar/Monson**, all yes, motion carried.
- 11. Consider Purchase of Electrostatic Sprayers of Parks and Pool** – Staff requests the purchase of two handheld electrostatic sprayers to assist with the disinfection at the parks and the swimming pool. Cost is \$1,100 each. These costs are expected to be reimbursable with the funds to be allocated to the city for COVID 19 expenses. The amount of the allocation to Lakefield has not yet been decided by state officials. The council directed Rasche to inquire with other department heads. Motion to approve the purchase of sprayers for departments as Department Heads request made by **Monson/Hall**, all yes, motion carried. Considerations are parks, pool, multipurpose center, library, fire hall, ambulance.
- 12. Multi Purpose Center --** Motion to open the multi-purpose for public use made by **Bakalyar/Hall**, all yes, motion carried.

OLD BUSINESS

OTHER BUSINESS

1. **Continuation of Go To Meeting?** – The council discussed the need to continue with the virtual meeting option for council meetings. They would like the public to attend the meetings, feel they will share their thoughts more if present in person. Monson likes the flexibility for the community to participate in the meeting process. Almodovar inquired on the recording of the meetings. Currently they are only live streamed, not recorded. Recording is an option. This could be an official record on the information that may not get recorded in the written minutes. Motion to discontinue the virtual option for council meetings unless someone on the agenda requires a virtual option made by **Pavelko/Hall**, allowing staff to make the decision of a need for virtualization. The vote is Yes: Monson, Bakalyar, Hall, Pavelko No: Rossow, motion carried.
2. **Community Mosquito Spraying** – The council discussed spraying the community. During 2019 the community supported the spraying. The council wishes staff to begin spraying in 2020. Staff will decide the schedule for spraying.
3. **Resume regular liquor store hours consideration** – Mayor Rossow suggested returning to a 9:00 p.m. closing Monday thru Saturday. The hours were reduced for additional cleaning at 8:00 p.m. Motion to set regular hours to Monday thru Saturday 10:00 to 9:00 and Sunday 11:00 to 3:00 made by **Hall/Bakalyar**, all yes, motion carried.
4. **Hwy 86 Project**
 - a. **Public Open House Virtual Meeting June 24 at 5:00 p.m.** – MNDOT will be holding an informational meeting for the public on June 24th for the 2022 Hwy 86 reconstruction project. The meeting will be held virtually (Go to Meeting platform), staff will allow residents that do not want to use the virtual option a centralized Lakefield location to participate. The location will be based on the number of public that want to attend in person. Residents will be asked to register for an in-person seat to meet the social distancing guidelines. Council is welcome to attend, but MNDOT will share similar information and information based on public comments at the July 6th workshop.
 - b. **Council Workshop July 6th at 5:00 p.m.** – Motion to hold a council workshop in city hall on July 6 at 5:00 p.m. made by **Rossow/Bakalyar**, all yes, motion carried.

INFORMATIONAL ITEMS

1. **Other Board and Committee Reports**
 - i. **Historical Society** has received three bids for a new building. The bids are only for the construction of a building, funding for interior will be found after the building is constructed. The building will be connected to the existing structures.
2. **Water Department**
 - i. **Water loss** – The water plant is losing several millions of gallons of water. If any residents see water in a place it should not be or if you are aware of a vacant property, please check that property.
 - ii. **Black marks on main street** – the council asked the street department to see if they can find something that may work to remove those marks. Frerichs will look into.
 - iii. **Water Conservation week of June 15th** – The Reverse Osmosis system installation project is moving along according to schedule. The project is at a point that requires limitations of water storage the week of June 15th. Residents are asked to conserve water as much as possible that week.

ANNOUNCEMENTS

1. **Next council meeting Monday, June 22, 2020 at 7:00 p.m. in City Hall.**

Motion to close the meeting at 9:00 p.m., made by **Bakalyar/Hall**, all yes, motion carried.

Attest:

Kelly R. Rasche, Clerk

Brian Rossow, Mayor