



**CITY OF BLUE EARTH MINUTES
CITY COUNCIL MEETING
Monday, February 6, 2023, at 5:03 P.M.**

The Blue Earth City Council convened on Monday, February 6, 2023 at 5:00 p.m. at the Blue Earth City Council Chambers.

CALL TO ORDER

Mayor Scholtes called the meeting to order at 5:03 P.M.

ROLL CALL

Councilmembers Huisman, Hanna, Ristau, McNerney, Drew, Walter, and Honorary Councilmember Davis Present.

Staff: City Engineer, Wes Brown; City Attorney, David Frundt; City Administrator, Mary Kennedy.

DETERMINATION OF A QUORUM

Quorum present

PLEDGE OF ALLEGIANCE

Mayor Scholtes led the Pledge of Allegiance

CHANGES TO AGENDA

10.5 Staff online training.

MEETING OPEN TO THE PUBLIC

Fiona Green, Faribault County Register, and Gene Murphy.

APPROVAL OF MINUTES

Minutes from the Work Session and the Council Meeting of Tuesday, January 17, 2023.

Motion by Huisman, second by Ristau to approve the Minutes from the Council Meeting of Tuesday, January 17, 2023. The motion was passed unanimously.

CONSENT AGENDA

Blue Earth Area Chamber of Commerce Consumption and Display Permit

Administration Conference Travel Request

Fire Department Travel Request

Motion by Hanna, second by Walter to approve the Consent Agenda. The motion was passed unanimously.

CORRESPONDENCE

Senior Center February 2023 Newsletter

PUBLIC HEARING

No Public Hearings

REPORTS FROM STAFF

City Engineer

Project Updates

Brown indicated that the Street Committee reviewed details of the 2023 project with the recommendation of a design change that includes Moore, Galbraith, Ramsey, 3rd & 1st, indicating that there is concern of sidewalk grades and driveway elevations on the east side of Moore Street, where one residence has a retaining wall which interferes with the project. The Street Committee recommended the elimination of the two blocks of sidewalk on the east side of north Moore Street.

Motion by Hanna, second by Walter to approve the elimination of the two blocks of sidewalk on the east side of north Moore Street. The motion was passed unanimously.

Trees

Brown addressed tree replacement on street projects, and the current issues with Emerald Ash Borer. Brown advised there are DNR programs with grant applications due at the end of February, recommending submitting a grant application for the 2023 Preparing for EAB program, which assists communities through GIS mapping and preparing an inventory of trees within the city and adopting a master plan for tree replacements on street projects. This grant would require a 25% match from the city. Brown advised the estimated cost around \$20,000.00, with the match required of \$5,000.

Motion by Ristau, second by Walter to approve Bolton & Menk to complete the grant application for the MN DNR 2023 Preparing for EAB Program. The motion was passed unanimously.

Next, Brown discussed the topic of tree replacements during street projects, recommending not having the same type of species designated to every property. Brown reviewed the current process with the Council and recommended adopting an idea similar the City of Algona's city tree program and permit application process, which was shared at the meeting.

The Council directed staff to obtain additional and provide a draft proposal at the next council meeting.

City Attorney Frundt

Ordinance for the Conveyance of Real Property Owned by the City of Blue Earth

Frundt addressed the amended deed description and the first reading of the ordinance and calling for the hearing on February 21st for the Conveyance of Real Property Owned by the City of Blue Earth to Blue Earth Light & Water, site located at the West Industrial Park.

Motion by Ristau, second by Hanna to approve the first reading of the ordinance and calling for the hearing on February 21st for the Conveyance of Real Property Owned by the City of Blue Earth to Blue Earth Light & Water, site located at the West Industrial Park. The motion was passed unanimously.

Huisman inquired if there was a scheduled workforce to clean up the property on 607 East 6th Street. Kennedy advised that this would require a hired service, adding that it would be monitored by Holland.

Monthly Senior Center Report

No discussion

REPORTS FROM BOARDS AND COMMISSIONS

Library Board Minutes Meeting 2.13.23

Economic Development Authority Meeting 2.9.23

Faribault County Fitness Center Board Minutes 4.12.22

Housing and Redevelopment Authority Meeting 2.13.23

Rural Entrepreneurial Venture Subcommittee Meeting 2.9.23

Parks and Recreation Subcommittee Meeting 2.15.23

Senior Center Meeting 2.14.23

Blue Earth Airport Advisory Commission Minutes 10.4.22

Charter Commission Meeting 2.16.23

Motion by Huisman, second by Walters to approve the reports from the Consent Agenda. The motion was passed unanimously.

OLD BUSINESS

Draft Contract for Kenneling Services

Frundt reviewed the Kenneling Services Agreement with the Council, noting that when this draft was created the Joint Animal Control Board was in place.

Hanna questioned notifications to the Administrator from the Humane Society and if she had received those notifications advising of animals. Kennedy indicated that she has not obtained any information or notifications in the past. Frundt advised that once an animal is received the notification process would be placed upon the Police Department or Animal Control Officer. Frundt advised that it is a draft agreement. Kennedy questioned what fee schedule the Council would recommend. Scholtes recommended the fees be adjusted to \$30.00 per day for the first 5 days for both cats and dogs, and then \$20.00 per day for the next 10 days.

Motion by Huisman, second by Drew to do \$30.00 for the first 5 days on dogs and cats, and then \$20.00 per day for the next 10 days. The motion was passed unanimously.

Tennis Courts

Scholtes brought forth the tennis courts with any further questions not answered during the work session, recommending the City & School Facilities Joint Powers Board discuss the financial status of the school, possibly going back to them with a modified cost split.

NEW BUSINESS

2023 Part Time Wages – Winter Positions

Kennedy indicated that there are times Holland needs to hire additional drivers to remove snow during a major weather event and the need to create a competitive wage scale in order to remain competitive and retain staff.

Motion by McNerney, second by Drew to approve wage increase for part time winter snowplow drivers and road grader operators. The motion was passed unanimously.

Resolution 23-03 Reimbursement Resolution.

Kennedy reviewed Resolution 23-03 Reimbursement; this resolution allows Holland to purchase equipment as described in the resolution prior to the funding being secured through the street improvement bond. This equipment was budgeted for in the 2023 CAPX plan.

Motion by Hanna, second by Walters to approve Resolution 23-03 Reimbursement Resolution. The motion was passed unanimously.

602 E 7th Street Complaint

Kennedy advised that a complaint has been received for 602 East 7th Street, suggesting that the property is very noticeable when driving by with vehicles and debris stacking up once again, as well as failure to remove snow from sidewalks. Kennedy advises that notices have been sent with no response to the request. Kennedy noted that Public Works completed the snow removal. Kennedy reviewed the vehicle situations with 4 vehicles not being registered, 5 have registration without being displayed. Kennedy implied that it is now up to Council direction.

Huisman recommended proceeding the legal route and turning it over to the city attorney.

Fruendt inquired on process and direction of the Council, indicating it can be processed criminally or civilly.

Hanna recommended proceeding criminally.

Motion by Huisman, second by Drew to proceed with criminal prosecution of 602 East 7th Street. The motion was passed unanimously.

Airport Fuel Pump Replacement

Kennedy, reviewed the conditions of the existing fuel pump failure, and noted the quote for the repair is included in the packet and consists of replacement and labor. The Airport Committee recommended approval.

Motion by Drew, second by Walter to approve the Airport fuel pump replacement. The motion was passed unanimously.

Online Training for City Office Staff

Kennedy brought forth a virtual training opportunity for front office staff, on Customer Service Skills for Government Employees, which will cost \$175.00

Motion by Huisman, second by Ristau to approve the online training for front office staff. The motion was passed unanimously.

TRANSFER OF FUNDS AND OTHER BUDGETORY MATTERS

Investment Schedule

No discussion

PAYMENT OF CLAIMS AND APPROVAL OF CLAIMS AND APPROPRIATIONS

Consideration of Payment of the Bills

No discussion

Motion by Huisman, second by Walter to pay the bills. The motion passed unanimously.

CITY ADMINISTRATORS REPORT

Payroll Summary

No discussion

Administrator Report

Kennedy added that she would be away from the office on Tuesday, February 7th for the MNSU Urban and Regional Studies Institute Career Day.

NEXT WORKSESSION ITEMS

Work Session 2/21/23 Boards & Committees, Roles, and Responsibilities.

ADJOURN

Motion by Huisman, second by Hanna to adjourn the meeting at 6:15 pm. The motion was approved unanimously.