

**WORTHINGTON CITY COUNCIL
REGULAR MEETING, MARCH 14, 2016**

The meeting was called to order at 7:00 p.m. in City Hall Council Chambers by Mayor Mike Kuhle with the following Council Members present: Scott Nelson, Diane Graber, Larry Janssen, Rod Sankey. Honorary Council Member: Jason Gerdes. Council Members absent: Mike Harmon (excused).

Staff present: Steve Robinson, City Administrator; Troy Appel, Public Safety Director; Todd Wietzema, Public Works Director; Dwayne Haffield, Director of Engineering; Brad Chapulis, Director of Community/Economic Development; Janice Oberloh, City Clerk.

Others present: Julie Buntjer, Daily Globe; Chad Cummings, KWOA; Julie Foote, MVTV Wireless; Ken Moser, Gail Holinka, Kathy Craun, Cecilia Bofah, Leticia Rodriguez; Andy Johnson, Lon Lien, John Nordell; Jolene Kuhl.

The Pledge of Allegiance was recited.

HONORARY COUNCIL MEMBER

Mayor Kuhle welcomed Jason Gerdes as the Honorary Council Member for the months of February, March and April, 2016.

AGENDA APPROVED/CLOSED

Mayor Kuhle stated that Item E.6 *Community Garden Presentation* would be moved to first under the Administration Case Items to accommodate the presenter, and noted to the Clerk that the Proclamation for National Service Recognition Day would be moved to the March 28th meeting.

The motion was made by Council Member Nelson, seconded by Council Member Graber and unanimously carried to approve/close the agenda with the requested change.

CONSENT AGENDA APPROVED

The motion was made by Council Member Graber, seconded by Council Member Sankey and unanimously carried to approve the consent agenda as follows:

- City Council Minutes of Regular Meeting February 22, 2016; City Council / Nobles County Commission Minutes of Special Joint Meeting - Work Session February 23, 2016
- Minutes of Boards and Commissions - Water and Light Commission Minutes of Regular Meeting February 16, 2016; Park and Recreation Advisory Board Minutes of February 29, 2016; Housing and Redevelopment Authority Board Minutes of January 26, 2016; Convention and Visitors Board Minutes of January 27, 2016; Prairie Justice Center Joint Operations Committee Minutes of January 22, 2016; NEON Committee Minutes of February

- 11, 2016; Center for Active Living Committee Minutes of February 16, 2016; Planning Commission/Board of Appeals Minutes of March 8, 2016
- Council Committee Appointment addition to appoint Mike Kuhle to the Economic Development Revolving Loan Fund Committee meeting as required by the Committee By-Laws
 - Approved the 2016 Beach Nook Contract
 - Approved the Girls Softball Association Agreement for 2016
 - Bills payable and totaling \$582,132.24 be ordered paid

COMMUNITY GARDEN PRESENTATION

Cecilia Bofah, Statewide Health Improvement Program (SHIP), Nobles County Community Services-Public Health Department, and Lettie Rodriguez, presented information to Council on their community garden project. The garden will be located on County owned tax-forfeited property. While the program and location would be open to the community, they would be targeting EBD recipients. In response to a question concerning water supply for the garden, Ms. Bofah said they hoped that someone would donate a water tank, but otherwise participants would be told to bring their own water. The kickoff of the project will be April 27th in the Farmers Room at the Nobles County Government Center.

Council thanked Ms. Bofah for her presentation.

SPONSORSHIP APPROVED - 2016 WINDSURFING REGATTA AND MUSIC FESTIVAL

The motion was made by Council Member Nelson, seconded by Council Member Graber and unanimously carried to approve sponsorship of the 2016 Windsurfing Regatta and Music Festival in the amount of \$1,000.00, with a request that the Committee submit a follow up financial report.

SPONSORSHIP APPROVED - 2016 BIOSCIENCE CONFERENCE

The motion was made by Council Member Nelson, seconded by Council Member Graber and unanimously carried to approve City sponsorship at the \$2,500 level of the 2016 BioScience Conference with a request that a follow up financial report be received.

The funds will come from the carry-forward funds from previous EDA levies, and sponsorship at that level includes admission for six people.

CRAILSHEIM BRIDGE SCULPTURE PROJECT APPROVED

Steve Robinson, City Administrator, said the 30 day comment period for the Crailsheim Bridge Sculpture project had now ended. Estimated cost of the enhanced project with the compass is

\$28,500, with estimated cost of just the Bridge portion of \$10,500. A \$20,000 grant had been awarded for the project, which requires that, no matter what the scope of the project is, the City is responsible for the first \$9,500. The City would be the fiscal agent for the grant. The project was now before Council for approval to proceed, and to determine the scope of the project and its location.

The motion was made by Council Member Graber and seconded by Council Member Sankey to put that motion on the floor to approve it.

Council consensus was to concur with the Public Arts Commission and place the sculpture in Chautauqua Park. Mayor Kuhle asked if there was anyone in attendance who wished to speak regarding the project. The following were received:

Lon Lien - Chautauqua Park - would like to see plaques added for former exchange students.
John Nordell- Chautauqua Park - not in favor of the compass addition - would it even fit on the rise there? In addition to the story of the relationship, he would like to see an explanation of the bridge added.

Council Member Nelson asked if the motion was for Chautauqua Park - Council Member Graber responded yes. The motion was unanimously carried.

HIGH SCHOOL GOLF TEAM USE OF PRAIRIE VIEW DRIVING RANGE TABLED

Steve Robinson, City Administrator, said City Staff was approached by the coaching staff of the Worthington High School Golf Team for permission to use the driving range and practice green for chipping practice at Prairie View, should a second facility be needed, and which is not yet confirmed. Practice would start about March 20th and continue for six to eight weeks. The City staff would perform limited work with maintenance limited to mowing of the hitting area and occasional mowing of the range. The clubhouse would not be accessible. The City would provide range balls and a cart and ball picker, and Prairie View would remain closed to all other persons and golf activities. The school district has offered to pay \$500 for the season to cover expenses.

Discussion was held in regard to who would run the equipment, enforcement and insurance issues, and the Council decision to close the course. Mr. Robinson said the school district actually withdrew their request as they thought the facility at Great Life could accommodate them, but he brought it forward in case more kids signed up and they needed the location.

Following discussion, the motion was made by Council Member Sankey, seconded by Council Member Janssen and unanimously carried to table this item until negotiations between Great Life and the School are ironed out along with the liability insurance issue.

NOMINATING COMMITTEE RECOMMENDATIONS FOR COMMITTEE APPOINTMENTS / REAPPOINTMENTS APPROVED

The Nominating Committee met on March 4, 2016 and were making the following recommendations for Committee appointments/reappointments:

Planning Commission -

Appoint Thi Sinavone to replace Chad Nixon for a three year term, term to expire March 31, 2019. Mr. Nixon is not eligible to serve another term.

* Appoint Ryan Weber to replace Kelly Meyer for a three year term, term to expire March 31, 2019. Mr. Meyer is not eligible to serve another term.

Appoint Amy Ernst to replace Ethan Bates, who resigned and will not serve a second term - term to expire March 31, 2019

Public Arts Commission -

Appoint Brenda Hurlbut to fill the unexpired term of Soom Chandaswang, term to expire October 31, 2017. Ms Chandaswang resigned her term.

Appoint Pamela Lowry to fill the unexpired term of Alice Hoffman, term to expire October 31, 2018. Ms. Hoffman resigned her term.

Water and Light Commission -

*Appoint Lyle Ten Haken to replace Randy Thompson for a three year term, term to expire March 31, 2019. Mr. Thompson is not eligible to serve another term.

It was noted that Ryan Weber and Lyle Ten Haken currently serve on City Committees. Neither City Code or the City Charter address dual service, however, past practice has been to not allow service on more than one committee at a time to avoid potential conflicts. Council Member Nelson said that limiting members to one committee only makes it harder to find good qualified people. Council Members Janssen and Sankey disagreed, noting committee membership should remain as is, only one committee.

Following discussion, the motion was made by Council Member Nelson to approve these appointments.

Council Member Sankey said he did not believe anyone should serve on more than one committee at a time, although he did not have anything against those recommended to serve. In response to a question from Council Member Graber, Mr. Robinson said the protocol after these appointments would be that the two would resign their terms on their current committees and replacements would be found.

Council Member Sankey said he would second the motion for the appointments but they would have to resign their current committees. Council Member Nelson said his motion was to approve as presented, and allow the two appointments to serve on both committees. Council Member Sankey said that was not in the motion. Mayor Kuhle agreed saying that it would need to be added. Council Member Sankey said he would not second the motion if it was added.

Council Member Nelson said Mr. Thompson was serving on the HRA and the Water and Light Commission and nobody had a problem with that. Council Member Janssen pointed out that Mr. Thompson was not appointed to serve on that board but served as the Executive Director of the HRA. Council Member Nelson stated he felt the scenario of serving on more than one committee was already established. Mayor Kuhle said they needed to act on Council Member Nelson's motion. Council Member Sankey said he seconded that motion. Mr. Robinson asked to clarify that Council Member Nelson's motion was to approve the appointments without resigning. Council Member Nelson said that's what his motion actually was. Council Member Sankey said he would second the motion. Council Member Graber stated to Council Member Sankey that he did not second that motion. By request, the Clerk clarified that Council Member Nelson's motion did not make them resign. Council Member Sankey said he would not second that. Council Member Graber said she would second the motion, with the following Council Members voting in favor of the motion: Nelson, Graber; and the following Council Members voting against the same: Janssen, Sankey. The vote was declared a tie. Mayor Kuhle then voted in favor of the motion. Motion carried.

FIRE AGREEMENT BETWEEN CITY OF WORTHINGTON AND WORTHINGTON TOWNSHIP APPROVED

Troy Appel, Public Safety Director, presented a renewed fire agreement between the City of Worthington and Worthington Township for a three-year term ending December 31, 2018 negotiated at the following rates:

2016	\$11,137
2017	\$11,471
2018	\$11,815

Payments will be made in equal installments to the City on or before July 1st and December 1st of each year.

The motion was made by Council Member Sankey, seconded by Council Member Janssen and unanimously carried to approve the Fire Agreement between the City of Worthington and Worthington Township as presented.

UPDATED POSITION GUIDELINES APPROVED - PUBLIC SAFETY DEPARTMENT

Troy Appel, Public Safety Director, presented updated position guidelines for three special assignment detective positions in the Public Safety Department - Detective, Drug and General Investigator, and School Resource Officer. The current assignments are set to expire soon, prompting a review of the guidelines. Chief Appel said assignment details, job requirements, and other minor details were added, removed, or adjusted within the position guidelines for clarification and consistency.

The motion was made by Council Member Graber, seconded by Council Member Janssen and unanimously carried to approve the updated position guidelines as presented.

AGREEMENT APPROVED FOR WIRELESS INTERNET SERVICES AT OLSON PARK

Todd Wietzema, Public Works Director, stated that the Park and Recreation Advisory Board has reviewed and approved a proposal by MVTV Wireless to provide a Wireless Internet Hotspot Service for the Olson Park Campground that would allow the users of the Campground to receive internet services on their mobile devices. Julie Foote from MVTV Wireless also answered Council questions. All equipment, service and collection of any fees would be the responsibility of MVTV Wireless. The City's responsibility would be limited to providing electric service to the mobile hotspot.

The motion was made by Council Member Graber, seconded by Council Member Sankey and unanimously carried to approve the agreement with MVTV Wireless for Internet service at Olson Park, and to authorize installation of the Wireless Internet equipment.

YMCA SUMMER PROGRAM FEES APPROVED

Andy Johnson and CJ Nelson, Worthington Area YMCA, presented the proposed Summer Program fees for Council consideration. The schedule includes the YMCA's Fun and Adventure Day Camp and the Summer Sports Programs. Mr. Johnson said the Day Camp will now be a 14 week program from its previous 6 weeks, resulting in the biggest change in fees. Fees will also be on a monthly basis instead of weekly, and are proposed as follows:

<u>Day Camp</u>	<u>2016 Proposed</u>	<u>July</u>	<u>August</u>	<u>Actual Cost</u>
	<u>June</u>			
9 to 3 M-F	\$198.00	\$198.00	\$198.00	\$378.00
9 to 12 MWF	\$ 77.00	\$ 77.00	\$ 77.00	\$112.00
9 to 12 M-F	\$121.00	\$121.00	\$121.00	\$189.00
12 to 3 M-F	\$121.00	\$121.00	\$121.00	\$189.00
Early Drop	\$ 45.00	\$ 45.00	\$ 45.00	\$ 63.00
Late Pick Up	\$ 45.00	\$ 45.00	\$ 45.00	\$ 63.00

<u>Summer Sports Fees</u>	<u>2016 Proposed</u>
Softball League	\$54/44
Track	\$44/34
Tennis	\$44/34
Volleyball Camp	\$60/50
Basketball Camp	\$60/50

Fees were also presented for 6 days and a 1 or 2 week option if needed.

The motion was made by Council Member Nelson, seconded by Council Member Graber and unanimously carried to approve the 2016 YMCA Summer Program Fees as proposed.

RESOLUTION NO. 3651 ADOPTED RECEIVING REPORT AND CALLING FOR HEARING ON PROPOSED IMPROVEMENTS - DARLING DRIVE, HAGGE STREET, SCHAAP DRIVE

Dwayne Haffield, Director of Engineering, stated that Shady Lane was not a part of this project as was included in the agenda.

An improvement to reconstruct the following streets was considered at an improvement hearing and ordered on May 26, 2015:

Darling Drive	186 feet east of the center line of North Burlington Avenue to Grand Avenue extended
Hagge Street	Tower Street to Diagonal Road
Schaap Drive	1 st Avenue Southwest to 1 st Avenue Southwest

The single bid received on the project was considered and rejected by Council on July 13, 2015. A revised feasibility report has been received and presented that proposes a modification to reduce

costs while improving durability, and includes a concrete pavement alternative. Preliminary assessment rolls were also provided to Council. Staff was requesting that Council accept the report and order a hearing on the proposed improvements to be held at 7:00 p.m. on March 28, 2016 at the regular City Council meeting.

The motion was made by Council Member Janssen, seconded by Council Member Nelson and unanimously carried to adopt the following resolution receiving the report and calling for a public hearing to be held at 7:00 p.m. on March 28, 2016 at the regular City Council meeting:

RESOLUTION NO. 3651

RECEIVING REPORT AND CALLING FOR HEARING ON PROPOSED IMPROVEMENTS

(Refer to Resolution File for complete copy of Resolution)

AUTHORIZATION FOR WORK ORDER FOR DESIGN, CONSTRUCTION AND CLOSEOUT SERVICES FOR TAXIWAY C MAINTENANCE PROJECT

With the last of the major airfield reconstruction or extension projects in the Airport Capital Improvements Budget underway and scheduled to be completed this year, Dwayne Haffield, Director of Engineering, said the priority has shifted to preventative and corrective maintenance. The 2016 Airport CIP includes almost \$19,000 for local share of a Taxiway C corrective maintenance project. The budget only reflects 90% federal funding for the project, but we also have the 5% state match. The project includes necessary crack sealing and repair, and seal coating of that portion of the Taxiway not included in the current Taxiway C extension project. Estimated cost of the project is \$166,021, with project financing as follows:

Federal Share	\$149,419
State Share	\$ 8,301
Local Share	<u>\$ 8,301</u>
TOTAL PROJECT	\$166,021

Staff has requested that the City's current airport consultant, Bolton and Menk, prepare a work order for design, construction and closeout services for the Taxiway maintenance project. Fees for the work order are at a not to exceed basis of \$35,000.

The motion was made by Council Member Sankey, seconded by Council Member Janssen and unanimously carried to authorize the work order with Bolton and Menk for design, construction and closeout services for the taxiway C maintenance project at not to exceed fees of \$35,000.

PRELIMINARY PLAT APPROVED - DAVIS ADDITION

Brad Chapulis, Director of Community/Economic Development, reported that Larry Davis was seeking preliminary plat approval for a 6-lot residential subdivision to be known as Davis Addition. The proposed subdivision is located on Darling Drive approximately 430 feet east of Burlington Avenue on a 1.52 acre tract of land Mr. Davis is purchasing from the American Reformed Church. The Planning Commission considered the preliminary plat at its March 8, 2016 meeting, and after holding a public hearing, voted unanimously to recommend Council approval of the preliminary plat of Davis Addition subject to the following conditions:

1. The applicant finalizes the acquisition of the subject property prior to the submittal of the final plat.
2. The plat be revised to include the following easements: a 10' easement along the west property line of all 6 lots and an 8' easement along the north property line of Lot 4, Block 1.

The motion was made by Council Member Graber, seconded by Council Member Nelson and unanimously carried to approve the preliminary plat of Davis Addition, subject to the conditions set forth by the Planning Commission.

RESOLUTION NO. 3652 ADOPTED CALLING FOR PUBLIC HEARING ON PROPOSED ESTABLISHMENT OF TAX INCREMENT FINANCING DISTRICT NO. 17 - GRAND TERRACE APARTMENTS

In May of 2015, Council considered and approved a resolution of support for the Grand Terrace Apartments, which included a commitment of financial support towards the project through pledges of Tax Increment Financing (TIF) and a \$300,000 deferred loan. Brad Chapulis, Director of Community/Economic Development, said the Southwest Minnesota Housing Partnership is looking to finalize its finances for the project before June 30, 2016 and was requesting the City to proceed with the creation of a housing TIF District. To formally consider the creation of TIF District No. 17, Council needed to set a date and time for a public hearing to take place. Staff was recommending the hearing be set for 7:00 p.m. on Monday, May 9, 2016 at the regular City Council Meeting.

The motion was made by Council Member Sankey, seconded by Council Member Janssen and unanimously carried to adopt the following resolution calling for a public hearing on the proposed establishment of Tax Increment Financing District No. 17 at 7:00 p.m. on May 9, 2016 at the regularly scheduled Council meeting:

RESOLUTION NO. 3652

RESOLUTION CALLING FOR A PUBLIC HEARING BY THE CITY COUNCIL ON THE PROPOSED MODIFICATION OF THE REDEVELOPMENT PLAN FOR REDEVELOPMENT PROJECT NO. 5 AND THE PROPOSED ESTABLISHMENT OF TAX INCREMENT FINANCING DISTRICT NO. 17 THEREIN AND THE PROPOSED ADOPTION OF A TAX INCREMENT FINANCING PLAN THEREFOR

(Refer to Resolution File for complete copy of Resolution)

COUNCIL COMMITTEE REPORTS

Mayor Kuhle - Joined the Mayors Transportation Caucus to support transportation in the area. Thought it might be a good time now for the Police Department to present information on safety issues regarding walkers and bikers. He and Steve attended the Lewis and Clark ceremony in Luverne today. He will be attending the CGMC Legislative Action Day on Wednesday. Reminded Council that performance evaluation forms for the Administrator had been sent out by the Clerk and were due to the City Attorney by March 25th.

Council Member Nelson - Attended Park and Rec Committee - talked about the 8 - 10 slip marina. Attended HRA - still looking at options to replace the boiler in the Atrium. Also attended a Prairie Justice Center meeting.

Council Member Graber - Provided a reminder of the Spomer Classic Tour event Thursday night. March 10th attended the Public Arts Commission meeting - next meeting is April 14th. February 9th attended the Employee Advisory Committee meeting. On February 24th Crailsheim student interviews were conducted. February 26th she was at the middle school. March 9th the Memorial Auditorium Advisory Board met. She also attended the Special Council work session. The Buffalo Regional Transit met on February 24th, and the Planning Commission also met.

Council Member Janssen - Attended the Joint City/County Facility meeting.

Council Member Sankey - Attended the Joint City/County work session. Had a NEON subcommittee meeting on the 29th. Did the caucus meeting with the Civil Air Patrol Cadets. Participated in the Blandin webinar on the 10th.

CITY ADMINISTRATOR'S REPORT

Steve Robinson, City Administrator, reported that Canine Trials were hosted in town over the weekend - Thor placed second. Will be in St. Paul later this week to talk with a sales tax expert about sales tax extension. We will be holding police officer interviews tomorrow to replace the officer who left to go with the State Patrol. He and Brad met about 10 days ago regarding the Art Place grant - 7 cities have been identified as potential recipients or partners, they plan on narrowing that down by the end of the month.

ADJOURNMENT

The motion was made by Council Member Sankey, seconded by Council Member Graber and unanimously carried to adjourn the meeting at 8:37 p.m.

Janice Oberloh MCMC
City Clerk