

**WORTHINGTON CITY COUNCIL
REGULAR MEETING, JULY 11, 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, Mike Harmon, Rod Sankey. Honorary Council Member: Clyde Hoffman.

Staff present: Steve Robinson, City Administrator; Dwayne Haffield, Director of Engineering; Mindy Eggers, Assistant City Clerk.

Others present: Julie Buntjer, Daily Globe; Brad Meester, Nick Raymo, Darlene Macklin, Ryan McGaughey, Todd Hagen, Ehlers & Associates.

The Pledge of Allegiance was recited.

Mayor Kuhle requested a moment of silence for the fallen police officers in Dallas, TX.

HONORARY COUNCIL MEMBER

Mayor Kuhle welcomed Clyde Hoffman as the Honorary Council Member for May, June and July, 2016.

AGENDA CLOSED/APPROVED

The motion was made by Council Member Graber, seconded by Council Member Harmon and unanimously carried to approve/close the agenda as presented.

CONSENT AGENDA APPROVED

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

- City Council Minutes of Regular Meeting June 27, 2016
- Minutes of Boards and Commissions - Convention & Visitors Bureau Board of Directors Minutes of May 24, 2016; Housing & Redevelopment Authority Board Minutes of May 31, 2016; Safe Roads Coalition Minutes of June 29, 2016; Worthington Economic Development Authority Minutes of June 27, 2016
- Applications to Block Street/Sidewalk - Worthington Area Chamber of Commerce Retail Committee
- Bills payable and totaling \$1,549,846.13 be ordered paid

ORDINANCE NO. 1098 ADOPTED AMENDING TITLE XV OF THE CITY CODE OF THE CITY OF WORTHINGTON, NOBLES COUNTY, MINNESOTA

Pursuant to published notice, this was the time and date set for the third reading of a proposed

ordinance amending Ordinance 1095. The amendment corrects an error in the legal description of the property, which is as follows:

A petition for annexation under Minnesota Statutes Section 414.033, Subdivision 2, Clause 3 has been filed with the governing body of the City of Worthington, Minnesota by the sole owner of the land contained in said petition, requesting that the following described land be annexed to the City of Worthington, Minnesota, to-wit:

That part of the Northeast Quarter of Section 34, Township 102 North, Range 40 West, lying Northwest of the right-of-way of the Chicago, St. Paul, Minneapolis and Omaha Railway Company, EXCEPT a tract beginning at the North Quarter Corner of said Section 34; thence Easterly along the North line of said Section 34, a distance of 115.00 feet; thence Southwesterly, a distance of 119.60 feet, more or less, to a point on the West line of the Northeast Quarter of said Section 34 distant 33.00 feet South of the North Quarter corner of said Section 34, a distance of 33.00 feet to the point of beginning.

ALSO EXCEPTING

That part of the Northwest Quarter of the Northeast Quarter of Section 34, Township 102 North, Range 40 West, Nobles County, Minnesota described as follows:

Commencing at the North Quarter corner of said Section 34; thence on an assumed bearing of North 85 degrees 31 minutes 44 seconds East, along the north line of said section, a distance of 231.00 feet to an iron monument, said iron monument being the point of beginning of the tract to be described; thence South 0 degrees 54 minutes 01 seconds East a distance of 212.00 feet to an iron monument; thence North 85 degrees 31 minutes 44 seconds East a distance of 132.00 feet to an iron monument; thence North 50 degrees 08 minutes 05 seconds East a distance of 74.45 feet to an iron monument; thence North 0 degrees 54 minutes 01 West a distance of 168.79 feet to an iron monument located on the north line of said section; thence South 85 degrees 31 minutes 44 seconds West, a distance of 190.00 feet to the point of beginning.

The motion was made by Council Member Nelson, seconded by Council Member Graber and unanimously carried to give a third reading to, and subsequently adopt the following amended ordinance:

ORDINANCE NO. 1098

AN ORDINANCE TO AMEND TITLE XV OF THE CITY CODE OF THE CITY OF WORTHINGTON, NOBLES COUNTY, MINNESOTA

(Refer to Ordinance File for complete copy of Ordinance)

RESOLUTION NO. 3677 ADOPTED AUTHORIZING THE SALE OF \$3,475,000 GENERAL OBLIGATION BONDS, SERIES 2016A

The motion was made by Council Member Nelson, seconded by Council Member Graber, and unanimously carried to adopt the following resolution authorizing the sale of \$3,475,000 General Obligation Bond, Series 2016A:

RESOLUTION NO. 3677

RESOLUTION PROVIDING FOR THE SALE OF \$3,475,000 GENERAL OBLIGATION PERMANENT IMPROVEMENT REVOLVING FUND BONDS, SERIES 2016A

(Refer to Resolution File for complete copy of Resolution)

RESOLUTION NO. 3678 ADOPTED APPOINTING ELECTION JUDGES AND DESIGNATE POLLING PLACES FOR 2016 PRIMARY ELECTION

The motion was made by Council Member Sankey, seconded by Council Member Harmon, and unanimously carried to adopt the following resolution appointing election judges and their designated polling precincts for the 2016 primary election:

RESOLUTION NO. 3678

A RESOLUTION APPOINTING ELECTION JUDGES AND ALTERNATES FOR THE AUGUST 9, 2016 PRIMARY ELECTION

(Refer to Resolution File for complete copy of Resolution)

WORTHINGTON CONCIERGE PROGRAM APPROVED

Steve Robinson, City Administrator stated that the Worthington Area Chamber of Commerce has initiated a Concierge program as a tool to acquaint families that are considering moving to Worthington with the city and all it has to offer. Its mission is to attract, develop, and sustain community residents and their families — connecting prospective residents with information and personalized services designed to link them with community opportunities. Representatives are in attendance from the Chamber of Commerce to address any questions Council may have.

Ryan McGaughey, Chamber of Commerce Concierge committee member stated that this program has been a great way to get new residents that have relocated to Worthington involved in the

community. McGaughey explained that currently Genny McCuen has been working with new residents in helping them get acquainted in the community through networking. Nick Raymo stated that the committee wants to maximize this program through advertising to connect with prospective residents that are locating to Worthington in hopes that they stay and become involved in our community.

McGaughey explained that at this time the estimated annual budget for the program is \$10,000.00. The Chamber is asking the City to be a one quarter partner at \$1250.00 for the remainder of this year and is asking for the full amount of \$2500.00 be considered for 2017. McGaughey noted the committee will also be contacting the Water & Light Commission and WREDC for additional financial support.

A motion was made by Council Member Graber, seconded by Council Member Janssen and unanimously carried to approve the requested amount of \$1250.00 for the remainder of 2016 with the funds coming from the operating budget and also propose the amount of \$2500.00 for 2017 to be considered during the budget process.

APPROVED CONTRACT AWARD FOR NORTH INDUSTRIAL/COMMERCIAL PARK PHASE 2 SEWER AND WATER EXTENSIONS

Dwayne Haffield, Director of Engineering stated that staff is recommending that the North Industrial/Commercial Park Phase 2 Sewer and Water Extensions contract be awarded to GM Contracting with the bid of \$274,019.83.

A motion was made by Council Member Nelson, seconded by Council Member Sankey and unanimously approved to award the North Industrial/Commercial Park Phase 2 Sewer and Water Extensions contract to GM Contracting with the low bid of \$274,019.83.

APPROVED AUTHORIZATION OF CONTRACT FOR CD 12 FLOOD MITIGATION PROJECT

Dwayne Haffield, Director of Engineering explained at its June 13, 2016 meeting, Council authorized execution of the Minnesota Department of Public Safety Grant Agreement and approved of the consultant procurement process for the CD 12 Flood Mitigation Project. Mr. Haffield noted that sixteen firms received the RFP. Selection of the firm was completed by a committee consisting of the County Engineer and City Engineer based on the firm's proposal and predetermined ranking criteria. Two proposals were received on or before the deadline of June 15, 2016. The selection committee reviewed the proposals and both members ranked the firm of Advanced Engineering and Environmental Services, Inc. (AE2S) higher than the co-proposing firms of Banner and Respec. The proposed fees are as follows:

	<u>AE2S</u>	<u>Banner/Respec</u>
Phase 1	\$380,413.72	\$413,915.00
Phase 2	<u>\$214,435.44</u>	<u>\$196,270.00</u>
Total	\$594,849.16	\$610,185.00

Mr. Haffield explained that proposed phase 1 fees are within the budget for the Phase 1 grant, however, costs associated with individual budget categories differs from that in the grant award. A grant budget amendment will need to be requested. Phase 2 fees are based on the project scope to date and the firm's current fee schedule. Final fees will be established based on the project as defined in the Phase 1 activities and the fee schedule applicable at that time. Mr. Haffield noted that Phase 1 gets us to design, seventy-five percent of the cost will come from the grant and the remaining twenty-five percent will come from the storm sewer utility fund reserve.

A motion was made by Council Member Sankey, seconded by Council Member Janssen and unanimously approved to authorize execution of a contract with Advanced Engineering and Environmental Services, Inc. Subject to the City Attorney's approval of the form of contract.

COUNCIL COMMITTEE REPORTS

Mayor Kuhle - KSFY-TV broadcasted the 5:00 & 6:00 p.m. news on Thursday, July 7th from Spomer Classics and Chautauqua Park, they showcased Worthington very well.

Council Member Nelson - attended the HRA Meeting on June 27th, NAC Co. is in the process of removing the boiler in the Atrium should be completely out by end of July early August and by September 1st the new system should be completed.

Council Member Graber - attended a Public Arts Commission meeting on July 7th, Lisa Graphenten was in attendance to explain the Art Place Grant; attended the Memorial Auditorium Board meeting on July 6th, the Nobles County Art Center will be hanging art in the auditorium to showcase local artists, new seating and security needs were also discussed; the Friends of the Auditorium Board are coordinating shows for the upcoming year. Children's movies are now being shown on the weekends; attended a college housing meeting on July 8th at Great Life, very good meeting; attended a Chamber of Commerce Board of Directors meeting on June 29th, still gathering signatures for Sunday Liquor Question to be on the ballot for the General Election; on July 12th the Farm to Table event will be held in conjunction with the Farmer's Market; attended the open house at the new Local Harvest, really nice, serves lunch daily and features food from the Beach House Restaurant in Sibley, IA.

Honorary Council Member Hoffman - has been attending the City band concerts on Wednesdays, they do an amazing job.

Council Member Janssen - nothing to report.

Council Member Harmon - attended the Water and Light Commission meeting today, received the Annual Report, approved advertising for bids for the Beltline and Parker Sanitary lift station rehabilitation projects, heard update on Lewis & Clark, the well levels are up 4ft. 11 inches and

are 14 foot above the same time last year; attended the CAL meeting on July 11th, the committee is currently three people short on the board, Marcy LaVelle, Nancy Hoftsee, and Clair Williams have been suggested to fill the vacancies, election of new officers will take place after the vacancies are filled, the air conditioner pipe continues to leak in the ceiling in the hallway at the Center, three companies have looked and cannot find anything wrong; three individuals will be interviewed next week to fill the manager position.

Council Member Sankey - attended the Heron Lake Watershed Advisory Board meeting on June 28th; and gave an update, is questioning the lack of representation by the City, would like staff to look into it; also attended the Heron Lake Watershed Board meeting that same evening and gave a recap.

CITY ADMINISTRATOR'S REPORT

Steve Robinson, City Administrator, stated he will be attending the CGMC Conference in Austin, MN next week; talked to Marty Seifert from the CGMC and will be coordinating a time for him to give an update at a future council meeting; met with Terry Gaalswyk, President of MN West, will also coordinate a time for him to give an update on the college at a future council meeting; reminded Council of the Special Work Session meeting on Wednesday at 4:00 p.m.; met with Tom Johnson and Mark Shepherd concerning some items on the Law Enforcement Center Lease Agreement; the Public Works Department has done an amazing job on getting the pickle ball courts ready for use and they are being used daily.

Mayor Kuhle reminded Council to be thinking about the Annual Leadership Award that will be given out again this year. Steve Robinson, City Administrator will send information to the Department Heads on the award.

ADJOURNMENT

The motion was made by Council Member Sankey, seconded by Council Member Janssen and unanimously carried to adjourn the meeting at 8:07 p.m.

Mindy L. Eggers, MCMC
Assistant City Clerk