

**WORTHINGTON CITY COUNCIL
REGULAR MEETING
DECEMBER 11, 2023**

The meeting was called to order at 5:30 p.m., in City Hall Council Chambers by Mayor Rick Von Holdt with the following Council Members present: Chad Cummings, Chris Kielblock, Larry Janssen, Amy Ernst. Alaina Kolpin (absent).

Staff present: Steve Robinson, City Administrator; Hyunmyeong Goo, Assistant City Engineer; Steve Schnieder, City Engineer; Todd Wietzema, Public Works Director; Matt Selof, Community Development Director; Troy Appel, Public Safety Director; Mindy Eggers, City Clerk.

Others Present: Sam Martin, The Globe; Ryan McGaughey, Radio Works; Lynette Thompson, Travis Winters, Bolton & Menk.

The Pledge of Allegiance was recited.

AGENDA APPROVED WITH ADDITIONS/CHANGES

The Mayor stated *H.1.1 Public Hearing 3rd and 4th Avenue Reconstruction* would be added to the agenda.

A motion was made by Council Member Kielblock, seconded by Council Member Cummings and unanimously carried to approve the agenda with the noted addition.

PUBLIC HEARING AND RESOLUTION NO. 2023-12-64 ORDERING IMPROVEMENT AND PREPARATION OF PLANS AND SPECIFICATIONS - 3RD AND 4TH AVENUE STREET RECONSTRUCTION

Pursuant to published notice, this was the time and date set for a public hearing on proposed assessments.

The motion was made by Council Member Keilblock, seconded by Council Member Ernst and unanimously carried to open the hearing.

Travis Winters, Bolton & Menk presented information regarding the proposed 3rd and 4th Avenue street reconstruction project. He explained the project objectives are as follows:

- Improve street surface conditions
- Reduce sewer inflow, infiltration, obstructions and increase capacity
- Increase water system flow capacity
- Replace deteriorating infrastructure
- Decrease maintenance and improve reliability
- Improve surface drainage conditions/reduce flooding

The proposed improvements are as follows:

- Street reconstruction; curb and gutter;
- Pedestrian bump-outs at intersections; colored concrete boulevards and crosswalks,
- Decorative street lighting and signposts
- Planter pots & baskets; benches and bike racks
- Building foundations reviewed and repaired
- Storm Sewer pipe, structures, mains, and catch basins and intakes
- Sanitary Sewer main and manholes
- Watermain pips, hydrants, valves and fittings
- Water and Sanitary Sewer Services to property lines

Mr. Winters noted additional private service replacement may be considered if necessary and agreed upon with property owner.

He said in February 2024 the approval of plans, specifications and authorization of bids will come forward. The bid opening will take place in March with construction starting in April. Third Avenue construction will take place in 2024 and Fourth Avenue in 2025. The assessment hearings will take place in October 2025 and will be certified in November of 2025.

The cost breakdown is as follows:

Street (concrete pavement)	\$2,697,590.00
Lighting	\$400,000.00
Storm Sewer	\$682,535.00
Sanitary Sewer	\$186,125.00
Sanitary Services	\$62,850.00
Water System	\$602,710.00
Steam Heat System Removal	<u>\$117,095.00</u>
Total Cost	\$4,748,905.00

The City's share includes all costs for the center 24-feet. The assessable share includes curb & gutter, remaining pavement area, driveways, and sidewalks. The rate is based on average fixed cost per foot of property frontage. The sanitary service improvements are 100% assessable to the benefitting properties within the project area.

Mayor Von Holdt asked if there was any testimony. None was received.

The motion was made by Council Member Cummings, seconded by Council Member Kielblock and unanimously carried to close the hearing.

A motion was made by Council Member Ernst, seconded by Council Member Janssen and unanimously carried to approve the following resolution:

RESOLUTION NO. 2023-12-64

A RESOLUTION ORDERING IMPROVEMENT AND PREPARATION OF PLANS AND SPECIFICATIONS

(Refer to Resolution File for complete copy of Resolution)

CONSENT AGENDA

A motion was made by Council Member Kielblock, seconded by Council Member Cummings and unanimously carried to approve the consent agenda as presented.

- Worthington City Council, Nobles County Commissioners, School District 518 Board of Directors Special Joint Meeting Minutes of November 29, 2023
- Regular City Council Meeting Minutes of November 27, 2023
- Park and Recreation Advisory Board Meeting Minutes of November 29, 2023
- Okabena-Ocheda Watershed District Board Meeting Minutes of December 16, 2022
- 2024 Off-Sale Beer and Dance License Renewals
- Bills Payable Totaling \$1,416,383.55

RESOLUTION NO. 2023-12-65 ADOPTED APPROVING 2023 TAX LEVIES COLLECTIBLE IN 2024 AND THE WORTHINGTON HOUSING AND REDEVELOPMENT AUTHORITY 2023 TAX LEVY COLLECTIBLE IN 2024

Steve Robinson, City Administrator, said a proposed property tax levy of \$7,739,156 for 2024 (a 18.00% increase over 2023) was approved on September 11, 2023. Staff is proposing to approve the final levy in the amount of \$7,256,629 (a 10.64% increase over 2023). He explained the levy includes a General Purpose Tax Levy of \$6,219,484 and Special Tax Levies of \$1,037,145. The Special Tax Levy includes Economic Development Tax abatements of \$51,000.

Mr. Robinson stated the City Council would take public comment at this time on the proposed levies.

No comments were received.

The motion was made by Council Member Cummings, seconded by Council Member Ernst and unanimously carried to adopt the following resolution:

RESOLUTION NO. 2023-12-65

RESOLUTION APPROVING 2023 TAX LEVIES COLLECTIBLE IN 2024

(Refer to Resolution File for complete copy of Resolution)

**WORTHINGTON HOUSING AND REDEVELOPMENT AUTHORITY RESOLUTION
APPROVING THE 2023 TAX LEVY COLLECTIBLE IN 2024**

BE IT RESOLVED, by the City Council of Worthington and the Housing and Redevelopment

Authority of the City of Worthington, County of Nobles, State of Minnesota, that the following sum of money be levied for the current year, collectible in 2024, upon the taxable property in said City of Worthington, Minnesota for the following Purposes:

SPECIAL TAX LEVY	CERTIFIED LEVY 2023/2024
HOUSING AND REDEVELOPMENT AUTHORITY TAX LEVY (Minnesota Statute 469-033, subdivision 6)	
Special Tax for Operations	\$186,000.00
NET CERTIFIED LEVY	\$186,000.00

**RESOLUTION NO. 2023-12-66 APPROVING THE 2024 CITY OF WORTHINGTON FUND
BUDGETS**

Staff presented the proposed separate City Fund Budgets for Council approval.

The motion was made by Council Member Kielblock, seconded by Council Member Janssen and unanimously carried to adopt the following resolution approving the 2024 City of Worthington Fund Budgets:

RESOLUTION NO. 2023-12-66

A RESOLUTION FOR THE APPROVAL OF THE 2024 FUND BUDGETS FOR THE CITY OF
WORTHINGTON, MINNESOTA

(Refer to Resolution File for complete copy of Resolution)

**THIRD READING PROPOSED ORDINANCE - STORM WATER UTILITY RATES
APPROVED**

Worthington City Council
Regular Meeting, December 11, 2023
Page 5

Steve Robinson, City Administrator, said pursuant to published notice this is the time and date set for the third reading of a proposed ordinance relating to Storm Water Utility Rates.

A complete copy of the ordinance was provided in your November 13, 2023 Council Agenda.

A motion was made by Council Member Ernst, seconded by Council Member Kielblock and unanimously carried to give a third reading and subsequently adopt the proposed ordinance.

RESOLUTION NO. 2023-12-67 ADOPTED DESIGNATING POLLING PLACES FOR ELECTION PRECINCTS WITHIN THE CITY OF WORTHINGTON

Mr. Robinson said the Minnesota Statute requires that the City Council designate polling places for each precinct. The polling places for the 2024 Presidential nominating election, the primary election and the 2024 general election will be as follows:

- Ward 1 - Precinct 1 - Lakeside Church (First Baptist Church) - 1000 Linda Lane
- Ward 1 - Precinct 2 - Lakeside Church (First Baptist Church) - 1000 Linda Lane
- Ward 1 - Precinct 3 - Lakeside Church (First Baptist Church) - 1000 Linda Lane
- Ward 1 - Precinct 4 - American Reformed Church - 1720 N. Burlington
- Ward 1 - Precinct 5 - American Reformed Church - 1720 N. Burlington
- Ward 2 - Precinct 1 - YMCA - 1501 Collegeway
- Ward 2 - Precinct 2 - Nobles County Public Works - 960 Diagonal Road
- Ward 2 - Precinct 3 - Nobles County Public Works - 960 Diagonal Road
- Ward 2 - Precinct 4 - Solid Rock Church - 1730 Diagonal Road
- Ward 2 - Precinct 5 - Solid Rock Church - 1730 Diagonal Road

Mr. Robinson noted that while these are the precincts for the Presidential Primary Election in March, the Nobles County Engineer has declined to allow the City to have the August Primary Election and the November General Election at the Nobles County Public Works building. Staff will start to secure a new polling precinct location.

A motion was made by Council Member Ernst, seconded by Council Member Kielblock and unanimously carried to adopt the following resolution:

RESOLUTION NO. 2023-12-67

RESOLUTION TO DELEGATE POLLING PLACES FOR ELECTION PRECINCTS WITHIN THE CITY OF WORTHINGTON

(Refer to Resolution File for complete copy of Resolution)

NEW ON-SALE BEER LICENSE - PANDA HOUSE APPROVED

An application for an On-Sale Beer license was submitted by Panda House, 913 Fourth Avenue. As

Worthington City Council
Regular Meeting, December 11, 2023
Page 6

of January 1, 2024 the new owner of Panda House will be Qiu Zhongren. The license period will be January through December, 2024.

The motion was made by Council Member Ernst, seconded by Council Member Janssen and unanimously carried to approve the New On-Sale Beer License for Panda House.

NOMINATING COMMITTEE RECOMMENDATIONS FOR COMMITTEE APPOINTMENTS/REAPPOINTMENTS APPROVED

The Nominating Committee made the following recommendations for committee appointments/reappointments:

Cross Cultural Advisory Committee	Appoint Abebe Abetew to fill the unexpired term of Paul Summers, term to expire December 31, 2024
	Re-appoint Scott Barber to a second three-year term, term to expire December 31, 2026
	Re-appoint Edgar Sanchez to a first three-year term, term to expire December 31, 2026

The motion was made by Council Member Ernst, seconded by Council Member Cummings and unanimously carried to approve the Nominating Committee recommendations for Committee Appointments/Reappointments.

APPROVED POLICIES AND PROCEDURES FOR FEDERAL AWARDS ADMINISTRATION

Mr. Robinson said periodically the City will apply for and receive federal grants. The city has a Grant Application and Management Policy, which is a general grant policy. Currently the City does not have anything specifically for federal grants. The auditors recommended the formal policy regarding the Policies and Procedures for the Federal Awards Administration to address Single Audit purposes, which occur when the city would received \$750,000 in federal grants in any particular year.

A motion was made by Council Member Ernst, seconded by Council Member Cummings and unanimously carried to approve the Policies and Procedures for Federal Awards Administration.

RESOLUTIONS NO. 2023-12-68, 2023-12-69, 2023-12-70 ADOPTED APPROVING TRANSFER RESOLUTIONS

Mr. Robinson said anytime the city needs to do a transfer that is not budgeted, a transfer resolution

is required. The following three resolutions need approval for the following transfers:
A resolution approving a transfer from the general fund to the WRH fund for the use of American Rescue Plan Act (ARPA) money. During 2021 and 2022 the City of Worthington received \$1,431,488.03 in ARPA money. During 2023 it was decided to use \$106,583.39 of this money to offset the costs on the Cecilee extension development to make the lots more affordable for purchase. The ARPA money is located in the general fund and a resolution is needed to move the money from the general fund to the WRH fund.

A motion was made by Council Member Cummings, seconded by Council Member Janssen and unanimously carried to approve the following resolution:

RESOLUTION NO. 2023-12-68

A RESOLUTION APPROVING A TRANSFER FROM GENERAL FUND TO THE WRH FUND

(Refer to Resolution File for complete copy of Resolution)

Since the City funded the project ahead of bonding for the project, the Aquatic Center fund was running a cash deficit and needed additional cash for expenditures. On August 31, 2022, the city created an interfund loan payable from the Aquatic Center fund to the sales tax fund in the amount of \$1,600,000. At the November 13, 2023 council meeting the council approved the sale of bonds with a par value of \$4,925,000, well under the total construction cost of the Aquatic Center project. It has since been decided to restructure the \$1,600,000 interfund loan and treat it as a transfer instead due to the total cost of the project in relation to the bond proceeds. Council action is requested on the resolution to move the money from the sales tax fund to the Aquatic Center fund.

The motion was made by Council Member Ernst, seconded by Council Member Kielblock and unanimously carried to adopt the following resolution:

RESOLUTION NO. 2023-12-69

A RESOLUTION APPROVING TRANSFER FROM SALES TAX FUND TO AQUATIC CENTER FUND

(Refer to Resolution File for complete copy of Resolution)

WRH fund fronted the costs on this project totaling \$612,985.71 and it was decided to pay back the WRH fund as lots were sold. Three lots in the Cecilee extension development were sold on May 26, 2023 and August 24, 2023 in the amount of \$121,603.52. Council action is requested on the resolution to move the money from the economic development authority fund to the WRH fund.

The motion was made by Council Member Cummings, seconded by Council Member Ernst and unanimously carried to approve the following resolution:

RESOLUTION NO. 2023-12-70

A RESOLUTION APPROVING TRANSFER FROM ECONOMIC DEVELOPMENT
AUTHORITY FUND TO WRH FUND

(Refer to Resolution File for complete copy of Resolution)

**PROFESSIONAL SERVICES AGREEMENT; INDEPENDENT INVESTMENT ADVISORY
APPROVED**

Mr. Robinson said staff manages cash and investment funds to ensure liquid funds are available to meet operational obligations and maximize the yield on invested reserve Worthington funds. Reserve funds are generally invested in either shorter term certificates of deposit or in Treasury Bonds that have maturity terms ranging from one year up to five years. Staff has been in discussions with representatives of the Investment and Treasury Management group of Ehlers Public Finance Advisors to engage them to provide independent investment advisory services. Ehlers services will include seeking the best short-and long-term investments based on the current portfolio and the City's investment objectives. Ehlers investment advisory fees are based on assets under management with no additional compensation or commission. The annualized rate for less than \$5 million under management is 0.250%. The advisory fee decreases to a minimum of 0.125% when assets under management exceeds \$25 million.

The City has \$4,971,830 in Treasury Bonds maturing in December.

A motion was made by Council Member Cummings, seconded by Council Member Ernst and unanimously carried to engage Ehlers to provide investment advisory services for the funds noted above.

**ADOPTION OF LEGISLATIVE MANDATED EARNED SICK AND SAFE TIME POLICY
APPROVED**

Mr. Robinson said the Minnesota Legislature passed the omnibus jobs and economic development bill that included Senate File No. 3035, Earned Sick and Safe Time. The bill was signed into law by Governor Tim Walz on May 24, 2023 becoming effective on January 1, 2024. This legislation necessitates amending City policy regarding Leaves of Absences.

A motion was made by Council Member Ernst, seconded by Council Member Cummings and unanimously carried to approve the Earned Sick and Safe Leave policy.

**LAW ENFORCEMENT CENTER AMENDED LEASE AND OPERATIONS AGREEMENT
APPROVED**

Mr. Robinson said the Law Enforcement Center Joint Powers Committee reviewed the lease and recommends amending changes to the City's rent and Capital Reimbursement payments. Annual rent

shall be one dollar (\$1.00), due and payable on or about January 1 of each year.

Capital Reimbursement annual payments of \$197,500.00 from the City to Nobles County shall be due and payable on or about January 1 of each year. Beginning January 1, 2025 and thereafter, the remaining balance will be amortized annually by the County incorporating a simple interest value equal to one of the following indexes established on July 1 of the previous year:

- "Minnesota Association of Governments Investing for Counties - Current 7-Day Yield". 5.45% interest as of December 1, 2023.
- "Applicable Federal Rates Annual - Long Term". 5.03% as of December 1, 2023.

For comparison purposes, as of December 1, 2023, the Federal Prime Rate is 8.50% and 12 month and Treasury Bills are 5.29%.

The City's current principal balance for capital improvements at the Prairie Justice Center is \$1,196,269.52.

Mr. Robinson said Council needs to select either the Minnesota Association of Governments Investing for Counties Current 7-day yield or the Applicable Federal Rate, Annual Long Term as the index to set the annual simple interest rate.

The motion was made by Council Member Cummings, seconded by Council Member Ernst and unanimously carried to approve the "Applicable Federal Rates Annual - Long Term". 5.03% as of December 1, 2023.

APPROVED DEPUTY CHIEF POSITION GUIDELINES AND SALARY GRADE

Troy Appel, Public Safety Director, said administration is requesting the reinstatement of the Deputy Chief position within the police department. He explained the Deputy Chief position would replace the Captain position and better represents the responsibilities of the individual that serves as the second in command of the Worthington Police Department. The Deputy Chief is an Exempt Grade 7 (E-7) in accordance with the City Compensation Administration Plan.

A motion was made by Council Member Ernst, seconded by Council Member Kielblock and unanimously carried to approve the Deputy Chief Position Guidelines within the City's Position Classification Plan.

YMCA 2024 SUMMER YOUTH RECREATION PROGRAMS AGREEMENT APPROVED

Todd Wietzema, Public Works Director, said the City of Worthington contracts with the Worthington Area YMCA to promote, manage, and operate the City's summer youth recreation programs for its residents. He said the Park Advisory Board unanimously approved to enter into

an agreement with the YMCA for 2024.

Commencing on January 1, 2024 and terminating on December 31, 2024, the management fee paid by the City to the YMCA for 2024 will be \$64,500.00 which is a 5% increase over 2023.

A motion was made by Council Member Ernst, seconded by Council Member Cummings and unanimously carried to approve the 2024 YMCA agreement.

WATER WORLD 2024 FEES APPROVED

Mr. Wietzema said the City contracts with the Worthington Area YMCA to promote, manage and operate the City's Water World Aquatic Center. The fees charged for use of this facility are recommended to staff by the YMCA and will be annually set by the Worthington City Council.

At the November 29, 2023 Park Advisory Board meeting it was unanimously approved to increase the fees by 3% for all season passes and rental rates for certain functions.

The motion was made by Council Member Kielblock, seconded by Council Member Cummings and unanimously carried to approve the 2024 Water World Fees.

APPROVED 2024 PARK USER FEES AND CAMPGROUND RATES

Mr. Wietzema said the Park and Recreation Advisory Board has reviewed and proposed no change to the 2024 Park Fees. The following changes will be made to the 2024 Olson Park Campground fees:

<u>Olson Park</u>	<u>2023 Fees</u>	<u>Proposed 2024 Fees</u>
Sites 1 – 12 (Bay electric)	\$33.00	\$35.00
Sites 13 – 63 (Electric)	\$28.00	\$30.00
Sites 64 -68 (Non-Electric)	\$22.00	\$23.00
Weekly	\$195.00	\$200.00
Monthly	\$500.00	\$700.00

Mr. Wietzema noted we are right in line with other area campgrounds and we have quite a few monthly rentals and even with the increase the rate is very reasonable.

A motion was made by Council Member Kielblock, seconded by Council Member Janssen and unanimously carried to approve the 2024 Olson Campground rates and the 2024 Park User fees.

RESOLUTION NOS. 2023-12-71, 2023-12-72 AND 2023-12-73 ADOPTED ACCEPTING A DONATION OF PERSONAL PROPERTY

Mr. Wietzema said the Park and Recreation Advisory Committee has received four requests to place benches in city parks and along city trails. The request are as follows:

- Krista Terrones to place a bench in Chautauqua Park and a bench in Cherry Point Park in memory of Leo and Mary Ollendick.
- Nic and Kara Kramer to place a bench along the County 35 Trail in memory of Emmitt Adrian Gonzalez.
- Enrique Olivares to place a bench on the dock at Ludlow Park in memory of Nick Olivares.

The donations meet all the requirements as set forth in the Park Donation policy adopted by City Council.

The motion was made by Council Member Ernst, seconded by Council Member Kielblock and unanimously carried to approve the following resolutions:

RESOLUTION NO. 2023-12-71

A RESOLUTION ACCEPTING A DONATION OF PERSONAL PROPERTY

(Refer to Resolution File for complete copy of Resolution)

RESOLUTION NO. 2023-12-72

A RESOLUTION ACCEPTING A DONATION OF PERSONAL PROPERTY

(Refer to Resolution File for complete copy of Resolution)

RESOLUTION NO. 2023-12-73

A RESOLUTION ACCEPTING A DONATION OF PERSONAL PROPERTY

(Refer to Resolution File for complete copy of Resolution)

SALE OF PARCEL 31-1103-500, USED FOR STORMWATER DRAINAGE IMPROVEMENTS IN CHERRY POINT NEIGHBORHOOD APPROVED

Steve Schnieder, City Engineer, said parcel number 31-1103-500 was purchased in July 2023 for the improvement of the stormwater drainage system in the Cherry Point neighbourhood. A stormwater utility easement was established on the property because the lot is narrow, and the utility easement restricts development of the lot. The city is responsible for the future maintenance of the lot.

Since the City has no future use for the property and is required to maintain the lot in perpetuity and the property owner that sold the property was not interested in retaining ownership of the parcel with the utility easement has left the adjacent property owner interested in purchasing the lot. Sale of remnant property to adjacent landowners is permissible and has been done in the past.

Mr. Schnieder explained the City Attorney was consulted during the purchase of the lot regarding the future sale to the adjacent landowner. Due to the size of the lot and the new utility easement which limits the development of the lot, the value of the property is significantly limited. City Policy provides for a directed sale: "Property which does not conform to zoning requirements in regard to size, area or street frontage may be sold to owners of abutting properties without a public sale.... Council shall establish the manner the property is to be distributed to abutting owners, sale price and any other terms or conditions found appropriate." According to the City Attorney, the fees for the sale of property, if sold for over \$600 in value, will require a significantly higher cost for a formal closing. It is the recommendation of the City Attorney that the value be set at \$600 and have the buyer cover the fees associated with the sale and the recording of the deed. The property owner is agreeable to the price and payment of the associated closing cost fees estimated to be around \$400.

Mr. Schnieder said staff recommends that a portion of Lot 23, Block 1, Cherry Point Park, parcel number 31-1103-500 be declared surplus property and sold to Scott and Lori Junker, the adjacent property owners.

A motion was made by Council Member Ernst, seconded by Council Member Kielblock and unanimously carried to approve the sale of parcel 31-1103-500 to Scott and Lori Junker.

RESOLUTION NO. 2023-12-74 ADOPTED AMENDING PERMIT FEES FOR SIGNS AS SPECIFIED IN CITY CODE TITLE XV, CHAPTER 153

Matt Selof, Community Development Director, said City Code Chapter 153 regulates signage within the City of Worthington. Any sign regulated by this chapter also requires the issuance of a permit to ensure compliance. Section 32 states that this fee is set by resolution of the City Council. These fees cover staff time to review applications, inspections, and any other expense incurred by the City related to the issuance of sign permits.

Current fees are set as follows:

- \$5 per sign face for any sign under 50 square feet.
- \$10 per sign face for any sign over 50 square feet.

Mr. Selof explained these fees no longer adequately cover the costs associated with review and inspection of signs. As such, Staff is proposing to amend the standard fee to \$30 per sign and \$100 per sign for an off-premise (billboard) sign. This would be a flat per sign fee regardless of the number of sign faces (i.e. double-sided signs) or size of the sign.

The proposed fees will be comparable to other cities. Current sign permit fees for six other cities were included in the packet.

St. Peter MN	\$50 for a sign 100 square feet or less. \$10.00 for each additional 25 square feet or portion thereof after 100 square feet.
New Ulm, MN	\$50
Alexandria, MN	Sliding Scale based on Square footage. \$15 - \$25+
Monticello, MN	Fee based on value of sign. \$50 for the first \$1,000, \$10 for each additional \$1,000.
Marshall, MN	Valuation based (same scale as their building permits). Minimum of \$22.00.
Fergus Falls, MN	Review - \$30. Footing Inspection \$50 per sign. Billboards \$100 per sign. Temporary Signs \$50 per year.

A motion was made by Council Member Cummings, seconded by Council Member Kielblock and unanimously carried to pass the following resolution:

RESOLUTION NO. 2023-12-74

A RESOLUTION AMENDING PERMIT FEES FOR SIGNS AS SPECIFIED IN CITY CODE TITLE XV, CHAPTER 153

(Refer to Resolution File for complete copy of Resolution)

ACCEPTANCE OF 2024 BUILDING OFFICIAL TRAINING GRANT APPROVED

Mr. Selof said the City of Worthington has been awarded a grant of up to \$65,000 from the Minnesota Department of Labor and Industry as part of the 2024 Building Official Training Grant. This grant program assists municipalities with the training and education of new building officials. Eligible expenses include wages, benefits, and training/education.

Staff intends to use this grant to help fund wages for another position in 2024.

Mr. Selof explained Worthington faces many unique challenges in enforcement of the State Building Code and an additional staff member would greatly help. No position description has been created yet and any new position will be subject to Council approval. The term of the grant is from January 1, 2024 to December 31, 2024.

The motion was made by Council Member Ernst, seconded by Council Member Janssen and

unanimously carried to approve the 2024 Building Official Training Grant.

COUNCIL COMMITTEE REPORTS

Mayor Von Holdt - No report.

Council Member Janssen - No report.

Council Member Ernst - The CCAC is working on a Cultural Competency training for City Council and Department heads for January 11th or February 8th from 2:00 p.m. to 5:00 p.m. or 3:00 p.m. to 6:00 p.m.

Council Member Kielblock - No report.

Council Member Kolpin - No report.

Council Member Cummings - Attended a Park & Recreation Advisory Board meeting

CITY ADMINISTRATOR REPORT

Mr. Robinson said a Special City Council meeting will be held on Wednesday, December 20, 2023 concerning the Ice Arena. He also noted If there is no business to be brought forward for the second Council Meeting in December it would be cancelled.

ADJOURNMENT

The motion was made by Council Member Kielblock, seconded by Council Member Cummings and unanimously carried to adjourn the meeting at 6:42 p.m.

Mindy L. Eggers, MCMC
City Clerk