

**WORTHINGTON CITY COUNCIL
REGULAR MEETING, APRIL 12, 2021**

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: Chad Cummings, Chris Kielblock, Amy Ernst, Larry Janssen and Alaina Kolpin.

Staff present: Steve Robinson, City Administrator; Todd Wietzema, Public Works Director; Jason Brisson, Assistant City Administrator/Director of Economic Development; Troy Appel, Public Safety Director; Nate Grimmus, Police Captain; Jeff Faragher, Acting Engineer; Mindy Eggers, City Clerk.

Others present: Ryan McGaughey, The Globe; Jeffrey Flynn, Flynn Law Office; Pat Shorter, Assistant Fire Chief; Joann Bartosh, Ace of SW MN, (R.S.V.P.).

The Pledge of Allegiance was recited.

INTRODUCTIONS AND OPENING REMARKS

Mayor Kuhle welcomed Alaina Kolpin as the new City Council Member for Ward 2. Ms. Kolpin thanked everyone for being appointed and the opportunity to serve the residents of the City of Worthington.

AGENDA APPROVED WITH ADDITIONS/CHANGES

Mayor Kuhle stated the following additions would be added to the agenda. Consent Agenda Items D. 1. *Special City Council Minutes of April 9, 2021*, Item D.3. *Administration, Amended City Council Committee Assignments*, Item D.3. *Public Works, Additional Private Dock Application, 200 Lake Street, Dave & Gail Holinka*, and Item D.5. *Additional Bills Payable*.

A motion was made by Council Member Ernst, seconded by Council Member Kolpin and unanimously carried to approve the agenda with the noted changes and additions.

CONSENT AGENDA APPROVED

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

- City Council Minutes of Regular Meeting of March 22, 2021
- Special City Council Minutes of March 17, 2021
- Special City Council Minutes of April 9, 2021
- Water & Light Commission Minutes of April 5, 2021
- Water & Light Commission Minutes of March 22, 2021
- Park & Recreation Advisory Board Minutes of March 18, 2021
- Economic Development Authority Minutes of March 23, 2021

- Housing & Redevelopment Authority Minutes of February 24, 2021
- Memorial Auditorium Advisory Board Minutes of March 2, 2021
- Memorial Auditorium Advisory Board Minutes of February 2, 2021
- Memorial Auditorium Advisory Board Minutes of January 6, 2021
- Memorial Auditorium Advisory Board Minutes of November 5, 2020
- Memorial Auditorium Advisory Board Minutes of October 6, 2020
- Memorial Auditorium Advisory Board Minutes of September 1, 2020
- Memorial Auditorium Advisory Board Minutes of July 8, 2020
- Memorial Auditorium Advisory Board Minutes of June 3, 2020
- Memorial Auditorium Advisory Board Minutes of May 5, 2020
- Memorial Auditorium Advisory Board Minutes of April 7, 2020
- Memorial Auditorium Advisory Board Minutes of March 3, 2020
- Memorial Auditorium Advisory Board Minutes of January 7,
- Exemption from Gambling Permit - King Turkey Day, Inc.
- Application to Block Streets - Worthington International Festival Cultural Awareness Organization
- 2021 Private Dock Applications
- Municipal Liquor Store Income Statement for the Period of January 1, 2021 through February 28, 2021
- Bills payable and totaling \$3,262,967.08 be ordered paid

ACE OF SW MN (R.S.V.P.) PRESENTATION - JOANN BARTOSH

Joann Bartosh, representing ACE of SW MN (R.S.V.P.), said she wanted to thank Council for the National Service Day proclamation and for recognizing the volunteers. Ms. Bartosh provided information on the number of volunteers who worked through her organization and the number of hours they contributed in 2020 even with the pandemic. She said the volunteers made thousands of masks for the healthcare facilities, JBS and area daycares. The total number of registered A.C.E. volunteers in Nobles County was 342, who volunteered a total of 31,553 hours. The National value of a volunteer is \$27.20 per hour so that multiplied by 31,553 hours is \$848,241.60. Ms. Bartosh said this is an invaluable service for the community and the community could not function without volunteers. Ms. Bartosh stated that National Volunteer Week is April 18-24th. Mayor Kuhle highlighted parts of the proclamation honoring National Service Recognition Day and thanked Ms. Bartosh and all of the volunteers for their service.

RECOGNITION GIVEN TO ASSISTANT CHIEF PAT SHORTER FOR RECEIVING CERTIFICATION IN FIRE SERVICE LEADERSHIP DEVELOPMENT TRAINING

Steve Robinson, City Administrator, said the Leadership Development Training program sponsored by the Minnesota Board of Firefighter Training and Education is a 44-hour course that provides fire

service leaders with training in the areas of Leadership, Human Resources, Financial Management, and Marketing. Mr. Shorter attended the classes over four weekends in January, February and March.

The Leadership Development Training course provides fire service leaders with the knowledge and skill sets to be successful within their departments. Mr. Shorter said that the classes focused on different topics each session that ranged from Mental Health, HR, Marketing, and Finance. He felt that it was very valuable information and hopes there are others in the department that consider it.

APPROVED BALLFIELD MAINTENANCE AGREEMENT WITH MN WEST

Todd Wietzema, Public Works Director, stated the City of Worthington and MN West have proposed a maintenance agreement that would have Public Works staff do the annual maintenance on the athletic fields located on the MN West Worthington campus. The fields included would be the baseball, softball, and football practice fields. The maintenance duties staff would be responsible for include mowing, dragging, lining, fertilizing, aerating, and general cleanup. One additional seasonal employee would need to be hired. MN West would pay the City for these services at the amount of \$9,900.00.

Council Member Cummings asked if the City would then be responsible for the new irrigation system that MN West installed. Mr. Wietzema stated that City staff will be trained on the system but the City would not incur any costs associated with the system.

A motion was made by Council Member Ernst, seconded by Council Member Janssen and unanimously carried to approve the Ballfield Maintenance Agreement with MN West.

APPROVE PROFESSIONAL SERVICES WORK ORDER TO UPDATE THE WORTHINGTON MUNICIPAL AIRPORT MASTER PLAN

Mr. Wietzema said the approval of the master services agreement on May 13, 2019 opened a consultant selection process as required by the Federal Aviation Administration (FAA). The master services agreement establishes the terms and conditions that are common to all airport projects undertaken by the firm. Work Orders address the scope of services and any other specific terms relating to specific projects.

The most recent major planning study for the Worthington Municipal Airport was completed in 2003 and BMI is proposing a Work Order No. 4 to update our Airport Master Plan. Since that time the airport has made numerous improvements and the FAA has revised their planning policies. Mr. Wietzema said staff would like to complete a Master Plan and Airport Layout Plan update to reflect current facilities, airport usage and evaluate the future needs of the Worthington Municipal Airport.

The areas of emphasis for this Master Plan update are as follows:

- Aviation Forecasting
- Runway Length Evaluation
- Building Area Development
- Implementation and Funding Plan
- Airport Layout Plan
- Airport Property Inventory Map

Mr. Wietzema said under the Covid Relief Act, if this proposed Master Plan update is completed in 2021 the FAA would cover 100% of the cost. The City will still have to use our normal federal entitlement funds to cover 90%, but the 10% City share will be covered by Covid relief funds.

A motion was made by Council Member Janssen, seconded by Council Member Kielblock and unanimously carried to approve the Professional Services Work Order to update the Worthington Municipal Airport Master Plan.

APPROVED A CONTRACT FOR INDEPENDENT FEE EVALUATION

Mr. Wietzema said the City airport consultants Bolton and Menk, are proposing a professional services work order for completion of an updated Airport Master Plan. The proposed fee is \$415,000.00. Under the FAA rules it is required that an Independent Fee Evaluation needs to be done by another engineering firm.

Staff received a proposal from Sambatek Inc. to do the Independent Fee Evaluation. The fee proposed for this evaluation is \$3,000.00. The fee is eligible for FAA funding.

A motion was made by Council Member Cummings, seconded by Council Member Janssen and unanimously carried to approve the proposal submitted by Sambatek.

NORTH CRALSHEIM ROAD WATER EXTENSION BID AWARDED AND PROJECT RECOMMENDATION APPROVED

Jeff Faragher, Acting Engineer, said that bids were received on March 24, 2021 for the Intermediate School Water Extension. A total of six bids were received with Larson Crane Service, Inc. submitting the lowest bid at \$164,749.00, which is \$16,741.00 below the Engineer's estimate.

Mr. Faragher said Council approved a proposal at its June 7, 2020 meeting, from the consulting firm of Bolton and Menk for engineering services to develop a feasibility report and prepare plans and specifications for the North Crailsheim Road Water Extension project. At the time, it was presented that construction services were not included in the proposal and may be completed by staff or by Bolton and Menk depending on staff work load at the time of the project and the specific scope of the project developed.

Mr. Faragher explained at this time it is staff's intention to provide most, but not all, of the construction phase services. It is desired that Bolton and Menk provide the construction staking, which should include adequate land surveying oversight and those resident project representative services as needed. The availability of staff to provide other construction phase services is subject to the specific timing of this project and other obligations of staff. To ensure necessary services available, staff has requested a proposal from Bolton and Menk to provide construction phase services as needed. The estimated fees is \$18,000 if full services are needed and are proposed on an hourly basis. Other services may be requested as needed to ensure the project is properly administered.

Mr. Faragher noted that Engineering fees are part of the total project to be initially financed with bond proceeds. Debt service is recovered with special assessments and tax levy.

A motion was made by Council Member Cummings, seconded by Council Member Janssen and unanimously carried to award the Intermediate School Water Extension bid to Larson Crane Service in the amount of \$164,749.00.

A motion was made by Council Member Janssen, seconded by Council Member Kolpin and unanimously carried to award the construction phase services needed to Bolton & Menk on an hourly basis or \$18,000 if full services are needed.

RESOLUTION NO. 2021-04-23 ADOPTED TO VACATE A PORTION OF EASEMENT IN THE NORTHWEST QUARTER OF SECTION 14-102-40

Mr. Faragher explained pipe and electric lines were constructed within the right-of-way of the Rock Island Railroad in numerous locations during the time that railroad was active within and near Worthington. The utilities were constructed in the railroad right-of-way by licence or permit. At the time the railroad ceased operation and began to liquidate its right-of-way, the licences or permits were converted to easements. The easements for all the utilities were granted in two documents. The original easements are Document No. 222998 for wires, strung separately or contained in a cable or conduit and Document No. 222999 for underground pipeline purposes which were granted from the former Chicago Pacific Company to the City in 1984.

The two easements are the subject of the proposed vacations. Location of the proposed vacations is an electric line that ran along the railroad just outside Worthington north of Interstate 90 near Rowe Avenue. The specific property involved is the former railroad right-of-way lying in the Northwest Quarter of Section 14, Township 102 North, Range 40 West. A utility locate was conducted to verify that there were no utilities within the proposed vacation area. An electric system formerly within the easement was relocated further west in the Paul Avenue right of way.

A motion was made by Council Member Cummings, seconded by Council Member Kielblock and

unanimously carried to adopt the following resolution:

RESOLUTION NO. 2021-04-23

A RESOLUTION VACATING A PORTION OF EASEMENTS IN THE NORTHWEST QUARTER OF SECTION 14-102-40

(Refer to Resolution File for complete copy of Resolution)

COUNCIL COMMITTEE REPORTS

Mayor Kuhle - Attended a SRDC meeting last Thursday, there will be \$600 million dollars in Coronavirus funding available.

Council Member Janssen - No report.

Council Member Ernst - Welcomed Alain Kolpin as the new Council Member in Ward 2.

Council Member Kielblock - Attended an HRA meeting, they approved a large expenditure to replace the windows at the Atrium on floors 5,6 and 7 with the completion date of September.

Council Member Kolpin - No report.

Council Member Cummings - Staff is working on the lease agreements with MNSCU and the City of Worthington that will need to be amended to incorporate the new aquatic center.

CITY ADMINISTRATOR'S REPORT

Steve Robinson, City Administrator, stated he and Jason Brisson met with the County and discussed possibly another collaboration when the new COVID Relief funding is received. The County will be receiving \$4.19 million dollars and the City will be receiving \$1.49 million dollars. The first allocation should be received by June 10th and the second one year later.

CLOSED SESSION UNDER MINN. STAT. 13D.05, SUBD. (3) (d) - SECURITY BRIEFING

Mayor Kuhle stated that Council would be going into closed session under Minn. Stat. § 13D.05, Subd. 3 (d) - Security Briefing.

Those present were: Mayor Mike Kuhle, Mindy Eggers, Larry Janssen, Amy Ernst, Chris Kielblock, Jason Brisson, Alaina Kolpin, Chad Cummings, Steve Robinson, Troy Appel, Nate Grimmus and Jeffrey Flynn.

The motion was made by Council Member Janssen, seconded by Council Member Kielblock and unanimously carried to close the meeting at 7:40 p.m.

The motion was made by Council Member Ernst, seconded by Council Member Cummings and unanimously carried to re-open the meeting at 7:59 p.m.

A motion was made by Council Member Cummings, seconded by Council member Kielblock and unanimously carried to authorize the execution of the agreement and adopt the following resolution:

RESOLUTION NO. 2021-04-24

A RESOLUTION AUTHORIZING EXECUTION OF AGREEMENT

(Refer to Resolution File for complete copy of Resolution)

ADJOURNMENT

The motion was made by Council Member Janssen, seconded by Council Member Kolpin and unanimously carried to adjourn the meeting at 8:01 p.m.

Mindy L. Eggers, MCMC
City Clerk