

**WORTHINGTON CITY COUNCIL  
REGULAR MEETING, MAY 11, 2020**

The meeting was called to order at 7:00 p.m. via conference call by Mayor Mike Kuhle with the following Council Members present: Chad Cummings, Amy Ernst, Alan Oberloh, Larry Janssen, Mike Harmon.

Staff present: Participating via conference call, Steve Robinson, City Administrator; Jason Brisson, Assistant City Administrator/ Economic Development Director; Todd Wietzema, Director of Public Works; Dwayne Haffield, Director of Engineering; Jeremiah Cromie, City Planner; Mindy Eggers, City Clerk.

Others present: Participating via conference call, Justine Wettschreck, Radio Works, Ryan McGaughey, Chris Kielblock, John Landgaard, Rodney Obermoller.

The Pledge of Allegiance was recited.

**AGENDA CLOSED / APPROVED**

Mayor Kuhle noted an addition to the agenda under Administration *F. 2. Resolution in Support of Local Businesses*. A motion was made by Council Member Cummings, seconded by Council Member Ernst and unanimously carried to approve the agenda with the addition of *F.2. Resolution of Support of Local Businesses* by roll call vote: Ayes: Cummings, Ernst, Janssen, Harmon, Oberloh. Nays: None.

**PUBLIC HEARING AND RESOLUTION NO. 2020-05-20 ADOPTED ORDERING IMPROVEMENT OF PLANS AND SPECIFICATIONS, RESOLUTION NO. 2020-05-21 ADOPTED ORDERING IMPROVEMENT, RESOLUTION NO. 2020-05-22 ADOPTED RELATING TO FINANCING OF CERTAIN PUBLIC IMPROVEMENT BY THE CITY OF WORTHINGTON; ESTABLISHING COMPLIANCE WITH REIMBURSEMENT BOND REGULATIONS UNDER THE INTERNAL REVENUE CODE**

Pursuant to published notice this was the time and date for a public hearing on the Wagner Addition Street and Water Improvements.

The motion was made by Council Member Ernst, seconded by Council Member Janssen and unanimously carried to open the hearing by roll call vote: Ayes: Cummings, Ernst, Janssen, Harmon, Oberloh. Nays: None.

Dwayne Haffield, Director of Engineering, stated that the Wagner Addition Street and Water Improvements are proposed in the project feasibility report. Below is a summary of the improvement costs and total estimated assessments for the projects:

**STREET SURFACING**

City share for non-assessable costs	\$0.00
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City share of assessable costs	\$0.00
Total city share	\$0.00
Assessments receivable	\$61,000.00
TOTAL COST	\$61,000.00

The estimated assessment rate is \$63.147/ft

#### WATER DISTRIBUTION

Hydrant Costs	\$3,000.00
Trunk Assessments	\$5,555.63
Due to Trunk	\$2,555.63

Mayor Kuhle asked if there was anyone who wished to present testimony. None was received.

The motion was made by Council Member Oberloh, seconded by Council Member Cummings and unanimously carried to close the hearing with a roll call vote: Ayes: Cummings, Ernst, Janssen, Harmon, Oberloh. Nays: None.

The motion was made by Council Member Cummings, seconded by Council Member Ernst and unanimously carried to adopt the following resolutions Ordering Improvement and Preparation of Plans and Specifications, Ordering Improvement for water distribution and Relating to Financing of Certain Public Improvement by the City of Worthington; Establishing Compliance with Reimbursement Bond Regulations under the Internal Revenue Code by a roll call vote: Ayes: Cummings, Ernst, Harmon, Janssen, Oberloh. Nays: None.

#### RESOLUTION NO. 2020-05-20

#### A RESOLUTION ORDERING IMPROVEMENT AND PREPARATION OF PLANS AND SPECIFICATIONS

(Refer to Resolution File for complete copy of Resolution)

#### RESOLUTION NO. 2020-05-21

#### A RESOLUTION ORDERING IMPROVEMENT

(Refer to Resolution File for complete copy of Resolution)

#### RESOLUTION NO. 2020-05-22

**A RESOLUTION TO FINANCING OF CERTAIN PUBLIC IMPROVEMENT BY THE CITY OF WORTHINGTON; ESTABLISHING COMPLIANCE WITH REIMBURSEMENT BOND REGULATIONS UNDER THE INTERNAL REVENUE CODE**

(Refer to Resolution File for complete copy of Resolution)

**CONSENT AGENDA APPROVED**

The motion was made by Council Member Oberloh, seconded by Council Member Harmon and unanimously carried to approve the consent agenda as presented by roll call vote: Ayes: Cummings, Ernst, Janssen, Harmon, Oberloh. Nays: None.

- City Council Minutes of Regular Meeting of April 27, 2020
- Water & Light Commission Minutes of May 4, 2020
- Economic Development Authority Minutes of April 27, 2020
- Water & Light Commission Minutes of April 20, 2020
- Housing & Redevelopment Authority Minutes of March 19, 2020
- Bills payable and totaling \$1,325,225.46 be ordered paid

**PERMISSION OF LOCAL CHURCHES TO HOLD WORSHIP SERVICES**

Steve Robinson explained some pastors from local churches are requesting permission from City Council to hold worship services. Churches would be required to establish guidelines including distancing, attendance limit, wearing of masks and other measures intended to enhance the safety of parishioners. He said late this afternoon he was contacted by the Ministerial Association and requesting more time to discuss the item with local pastors.

**RESOLUTION NO. 2020-05-23 ADOPTED IN SUPPORT OF LOCAL BUSINESS**

Council Member Cummings stated that he has been contacted by local business owners asking what the City could do to help them. Mr. Cummings said many businesses are struggling and may not be able to open again. Steve Robinson, City Administrator, stated the proposed Resolution urges Governor Tim Walz to lift the Stay at Home Order to allow the re-opening of restaurants, hair salons, small retailers and other places of public accommodation and any other business that was required to close as a result of the Executive Orders. The resolution also requests those that are sick, have vulnerable immune systems or other underlying health conditions to continue to stay at home and follow public health and safety protocols.

Mayor Kuhle stated it is a great resolution.

Council Member Janssen asked when it would go into effect. He stated that we have a Governor and we should listen to him.

Council Member Cummings said that this was not an action it is a simple request asking the Governor to re-open the state. The Senate voted on a similar resolution today.

Council Member Oberloh stated that he would like to see it taken a step further and allow businesses in the community to re-open on May 18, 2020 with the guidelines similar to what the Senate voted on today.

Council Member Cummings stated that he is not opposed at all to allowing businesses the option to re-open on Monday, May 18, 2020 and have safety measures in place.

Council Member Oberloh stated that he would propose having a Special Meeting on Friday, May 15, 2020, at 4:00 p.m. to approve a resolution lifting the stay at home order and allow businesses to re-open if the Governor does not do it before. Staff will schedule the meeting.

A motion was made by Council Member Cummings, seconded by Council Member Harmon to adopt the following resolution by a roll call vote. Ayes: Cummings, Harmon, Ernst, Oberloh. Nays: Janssen. Motion passed.

**PHASE ONE SALES TAX - SLATER AND LUDLOW PARKING LOT PLANS APPROVAL AND AUTHORIZATION TO ADVERTISE FOR BIDS APPROVED**

Todd Wietzema, Public Work Director, stated one of the approved uses of this new sales tax, was for Park Improvements. The construction on Phase One Park Improvements has started, these include; a new shelter at Centennial Park, bathroom and shelter at Slater Park, and a new restroom and storage facility at Buss Field. Mr. Wietzema said the second set of park improvement projects are ready to be started. These projects include a new parking lot and sidewalks at Slater Park, along with new parking and sidewalks at Ludlow Park. Layre Mick of Midwest Engineering, has finalized our plans and the construction documents for these projects and we are now ready to advertise for bids. These plans have been reviewed and endorsed by the Park and Recreation Advisory Board.

He said the proposed bidding schedule, if approved by council, would be as follows:

- May 13, 2020 – Advertisement for Bids
- June 4, 2020 - Bid Opening
- June 8, 2020 – Council consideration of awarding contract

A motion was made by Council Member Harmon, seconded by Council Member Janssen and unanimously carried to approve the Slater and Ludlow Park plans and authorize advertisement for bids by a roll call vote. Ayes: Harmon, Cummings, Ernst, Oberloh, Janssen. Nays: None.

**APPROVED BEACH NOOK TRAIL CHANGE ORDER**

Todd Wietzema explained Duininck Inc., our contractor for the Trails and Utilities portion of the Beach Nook, has proposed a change order for the project. This proposed change order would change paving material on 315 feet of bike trail from bituminous to concrete. The proposed cost of this change would be \$10,000.00. Mr. Wietzema stated the reason they are proposing this change, is because of some unfavorable soil conditions in the trail area. Staff also feels that we also get a longer life expectancy and a better overall project with concrete instead of bituminous. The change order will increase our contact price from \$194,721.45 to 204,721.45.

Council Member Oberloh stated that he isn't happy that the work is already done and Council is being asked to approve the change order after the fact. Mr. Wietzema stated that due to time constraints of getting the project done so the Beach Nook can open was a factor in staff moving forward with the change order before bringing it to Council. Council Member Ernst stated that bituminous does not hold up as well as concrete and feels it's the best for the project. Council Member Oberloh stated that he respected Council Member Ernst's opinion on bituminous versus concrete but does not approve of an employee approving something before Council. Council Member Ernst stated something should not be voted against because an employee authorized the work before Council approved it. Council Member Cummings said he somewhat agrees but Council answers to the taxpayers.

A motion was made by Council Member Ernst, seconded by Council Member Janssen and unanimously carried to approve the Beach Nook Trail Change Order by a roll call vote. Ayes: Harmon, Cummings, Ernst, Janssen, Oberloh. Nays: None.

#### **PHASE ONE PARK SHELTER CHANGE ORDERS APPROVED**

Todd Wietzema, Public Works Director, stated the City entered into a contract with Van Grouw Construction, to construct our Phase One Park sales tax projects. These projects include a new Centennial Park shelter house, Slater Park restroom and shelter, and a new restroom at Buss Field Soccer Complex. Van Grouw Construction has proposed a first set of change orders for these projects. They are as follows:

1.) Add 2' of foam to foundation walls at Buss Field:	Add	\$1,140.00
2.) Add electrical heater at Buss Field mechanical room:	Add	\$2,393.00
3.) Change from 4" to 6" concrete floor at Centennial:	Add	\$2,400.00
4.) Change 5 GFI 240 volt outlets:	Add	\$4,770.00
5.) Change bathroom partition types: Deduct		\$-4,250.00

**Total change amount:** Add **\$6,453.00**

Mr. Wietzema explained with our current contract sum at \$1,125,000. Adding these change orders will increase our current contract amount to \$1,131,453. The original architects estimate for this project was \$1,625,000.

Council Member Oberloh asked if the work was already completed on this change order as well. Mr. Wietzema responded no. Council Member Oberloh asked why the cement work was specked at 4 inches and not 6. Mr. Wietzema said because of concerns about soil conditions. Council Member Oberloh asked the reasoning for heating the mechanical room at Buss Field. Mr. Wietzema explained that there are a set of pumps that lift the pump sewage out of the sewer and this way they will not have to be removed in the winter.

A motion was made by Council Member Oberloh, seconded by Council Member Ernst and unanimously carried to approve the phase one park shelter change by a roll call vote: Ayes: Harmon, Cummings, Ernst, Janssen, Oberloh. Nays: None.

**APPROVED REVIEW OF DRAFT ADA TRANSITION PLAN FOR PUBLIC RIGHTS-OF-WAY**

Dwayne Haffield, Director of Engineering, stated the Americans with Disabilities Act (ADA), enacted on July 26, 1990, is a civil rights law prohibiting discrimination against individuals on the basis of disability. Title II of ADA provides that, "...no qualified individual with a disability shall, by reason of such disability, be excluded from participation in or be denied the benefits of the services, programs, or activities of a public entity, or be subjected to discrimination by any such entity". Mr. Haffield said as a provider of public services and programs, cities must comply with the requirements established pursuant to the Act, specifically as it applies to local public services and transportation. The initial transition plan was to have been completed by cities with more than 50 employees in 1992. While the removal of barriers in street rights-of-way such as curbs at crosswalks was undertaken early, more specific requirements for addressing accessibility in rights-of-way has evolved since that time. Particularly, the contemporary Public Right of Way Accessibility Guidelines (PROWAG) were published in 2011 and amended in 2013. These guidelines represent the best methods or practices for meeting the ADA but are not rules at this time. The Federal Highway Administration (FHWA) is working on ensuring that the requirements and expectations of the ADA law are being met on local transportation systems by ensuring ADA Transition Plans are being developed by local agencies. While withholding of FHWA funding may be an additional incentive, maintaining compliance with the ADA remains the primary purpose in development of the updated ADA Transition Plan for Rights-of-Way.

Mr. Haffield stated staff is seeking Council's comments and input on the draft report, and requesting approval to post the report and advertise for solicitation of public comments. The comment period is proposed to end June 1, 2020 with Council's final approval tentatively scheduled for June 8, 2020.

A motion was made by Council Member Oberloh, seconded by Council Member Cummings and unanimously approved to post the report and advertise for public comments by roll call vote: Ayes: Cummings, Ernst, Janssen, Harmon, Oberloh. Nays: None.

**RECEIVE REPORT AND ORDER HEARING FOR GLENWOOD HEIGHTS 2<sup>nd</sup>  
ADDITION PUBLIC IMPROVEMENTS APPROVED**

Dwayne Haffield, Director of Engineering, stated the City and Worthington Public Utilities (WPU) are advancing the development of residential subdivision west of Glenwood Heights. The first phase of that subdivision includes 28 lots and 10 outlots. The 28 lots includes 6 R2 lots, which may be paired up for townhome development, and 22 R1 lots. The 10 outlots include one that will remain in City ownership for storm water management (J), and 8 (A-H) that will be conveyed to abutting property owners. The remaining outlot (I) is that part of the property to be held for further subdivision.

Mr. Haffield explained the City and WPU are acting as the developer of the subdivision and is, with certain exceptions, responsible for providing public infrastructure needed to support the lots being created. As with most subdivisions, one or more of the public improvements qualifies to be completed as an assessable public improvement. These are improvements that needed to be installed at a greater depth and/or of a larger size to service properties outside the planned development. Street surfacing is also allowed to be completed as an assessable public improvement and furnishing fire hydrants is a water trunk fund obligation. New subdivisions are often subject to additional assessments for trunk sewer and water improvements previously completed.

He said in the case of the proposed Glenwood Heights 2nd Addition the storm water improvements will accommodate flows from upstream of the subdivision and therefore qualify to be completed as an assessable improvement. It is also proposed that surfacing be accomplished as an assessable improvement. All of the lots will be subject to additional assessments for prior trunk sewer and water improvements. Fire hydrants to be provided for from the water trunk fund are also required. While it is typical for the assessable public improvements to be petitioned for by the owner, the necessary assessable improvements are proposed to be Council initiated.

The motion was made by Council Member Oberloh, seconded by Council Member Ernst and unanimously carried to adopt the following resolutions Ordering Preparation of Feasibility Report on Proposed Improvement, Receiving Report and Calling for a Hearing on Proposed Improvement, Ordering Preparation Feasibility Report on Proposed Improvement, Receiving Report and Calling for Hearing on Proposed Improvement by roll call vote: Ayes: Cummings, Ernst, Janssen, Harmon, Oberloh. Nays: None.

RESOLUTION NO. 2020-05-24

A RESOLUTION ORDERING PREPARATION OF FEASIBILITY REPORT ON PROPOSED IMPROVEMENT

(Refer to Resolution File for complete copy of Resolution)

RESOLUTION NO. 2020-05-25

A RESOLUTION RECEIVING REPORT AND CALLING FOR HEARING ON PROPOSED IMPROVEMENT

(Refer to Resolution File for complete copy of Resolution)

RESOLUTION NO. 2020-05-26

A RESOLUTION ORDERING PREPARATION OF FEASIBILITY REPORT ON PROPOSED IMPROVEMENT

(Refer to Resolution File for complete copy of Resolution)

RESOLUTION NO. 2020-05-27

A RESOLUTION RECEIVING REPORT AND CALLING FOR HEARING ON PROPOSED IMPROVEMENT

(Refer to Resolution File for complete copy of Resolution)

**CONDITIONAL USE PERMIT APPROVED - 1207 AND 1209 SOUTH SHORE DRIVE COMPLEX - RODNEY OBERMOLLER**

Rodney Obermoller has submitted a request for a conditional use permit for the construction of a two-unit 1,654 square foot duplex with two 672 square foot attached garages at 1207 and 1209 South Shore Drive currently owned by V & O properties. The property is zoned 'R-1' – Single Family Detached. Two-family dwellings are permitted in the 'R-1' district through issuance of a conditional use permit. The legal description of the subject property under consideration is as follows:

Lots 4, 5, 10, 15, 16, and 17, Block 17, Ludlow Acres, City of Worthington, Nobles County, Minnesota.

Jeremiah Cromie, City Planner explained a conditional use permit was obtained in July of 2018 allowing for the construction of two duplexes including the one under consideration here. In that original approved conditional use permit, the dimensions of the garages on the southern duplex were 24 feet by 24 feet. The applicant would like to increase the size of the garages to 24 feet by 28 feet.

The Planning Commission considered the conditional use permit at its May 5, 2020 meeting. After holding a public hearing, the Commission voted unanimously to recommend the City Council approve the conditional use permit subject to the following conditions:

1. The applicant received a variance for a 1% increase above the maximum 35% impervious coverage for the lot;
2. The property is developed in accordance with the submitted site plan in Exhibit 1B; and
3. The subject property maintain compliance with all applicable local, state, and federal requirements.

A motion was made by Council Member Janssen, seconded by Council Member Cummings and unanimously carried to approve the Conditional Use Permit for the property located at 1207 and 1209 South Shore Drive by roll call vote: Ayes: Cummings, Ernst, Janssen, Harmon, Oberloh. Nays: None.

**APPROVED CONDITIONAL USE PERMIT - 1220 OSLO STREET - VIDEO SCOREBOARD (ISD518)**

Independent School District 518 (ISD 518) has submitted a request for a conditional use permit for property they own at 1220 Oslo Street (a.k.a. "Trojan Field") to place an approximate 905 square foot video scoreboard on the property. Any scoreboard containing a video display or exceeding 500 square feet requires a conditional use permit to allow construction and operation while meeting certain restrictions. The legal description of the property under consideration is as follows:

Lots 10 through 17, Block 2; Lots 1 through 16, Block 3; Lots 4 through 10, Block 4; Street Lots B, C, and E, and Street Lot D except the north 155 feet thereof; Alley Lot B; and Alley Lot C except the north 155 feet thereof; all in Auditor's Plat of Chermak Sub-Division;

AND

Lots 5 through 14; Street Lot A abutting Lots 5 through 14; and Street Lot C; all in Roos' Subdivision;

AND

The south one-half of:

That part of the alleys and 13th Street in and abutting Block 4, Auditor's Plat of Chermak's Sub-Division, City of Worthington, Nobles County, Minnesota described as follows:

That part of Alley Lot A lying between Lots 1 through 3 and Lot 4, in said Block 4,

Together with,

That part of Alley Lot C described as beginning at the southeast corner of Lot 3 in said Block 4; thence east along an easterly projection of the south line of said Lot 3 a distance of 20.00

feet to the east line of Alley Lot C; thence south along the east line of said Alley Lot C a distance of 18.00 feet to an easterly projection of the north line of Lot 4 in said Block 4; thence west along said easterly projection a distance of 20.00 feet to the northeast corner of said Lot 4; thence north to the point of beginning,

Together with,

That part of Alley Lot A and 13th Street described as beginning at the southwest corner of Lot 1 in said Block 4; thence west along a westerly projection of the south line of said Lot 1 a distance of 23.00 feet; thence south and parallel with a projection of the west line of said Lot 1 a distance of 18.00 feet to a westerly projection of the north line of Lot 4 in said Block 4; thence east along said westerly projection a distance of 23.00 feet to the northwest corner of said Lot 4; thence north to the point of beginning.

EXCEPT

That part of Lots 10 through 17, Block 2 and Street Lot "D", described as commencing at the northwest corner of Lot 4, Block 4; thence west along a westerly projection of the north line of said Lot 4 a distance of 23.00 feet to the point of beginning; thence west to the northeast corner of Lot 17, Block 2; thence continuing west along the north line of Lots 10 through 17, Block 2 to the northwest corner of said Lot 10; thence south and perpendicular to the north line of Lot 10, Block 2 a distance of 7.50 feet; thence east and parallel with the north line of Lots 10 through 17, Block 2 to the east line of said Lot 17; thence continuing east along a projection of the last described line a distance of 47 feet; thence north and perpendicular to the last described line a distance of 7.50 feet, more or less, to the point of beginning.

AND ALSO

Lot 11, except the north 137 feet thereof, Block 4, Auditor's Plat of Chermak Sub-Division; all within the City of Worthington.

The Planning Commission considered the conditional use permit at its May 5, 2020 meeting. After holding a public hearing, the Commission voted unanimously to recommend the City Council approve the conditional use permit subject to the following conditions:

1. The scoreboard is constructed where it is shown on the site plan in Exhibit 2A;
2. The scoreboard does not exceed 45 feet in total height including supports;
3. The applicant plants and maintain trees as shown in Exhibit 2D within one year of approval;
4. The scoreboard and property comply with all applicable local, state, and federal requirements.

A motion was made by Council Member Cummings, seconded by Council Member Janssen and unanimously carried to approve the conditional use permit for the property located at 1220 Oslo by roll call vote: Ayes: Cummings, Ernst, Janssen, Harmon, Oberloh. Nays: None.

### **PROPOSED EDA REFORMS APPROVED**

Jason Brisson, Assistant City Administrator/Director of Economic Development said at the January 22, 2020 City Council meeting, City staff brought forward some proposed Economic Development Authority (EDA) reforms aimed at encouraging additional economic development in the City, creating a workplan for the City's Director of Economic Development, and setting up a more nimble process to sell the residential lots to be created by the City and WPU's joint housing development. After discussion and further research, City staff has refined those proposed reforms and would like Council's feedback before moving forward. The proposed reforms are as follows:

- Increasing the EDA from five to seven members. The EDA will be comprised of the Mayor, the five sitting City Council members, and a representative of the Public Utilities Commission
- An Authority member resigns their seat if they lose an election or otherwise no longer serve in their Mayoral, Council, or Commission capacity
- The Mayor will serve as the permanent EDA Chair
- The Vice President and Treasurer positions will be elected by the Authority
- The City Clerk will serve as the Authority Secretary
- The City Finance Director will serve as the permanent Assistant Treasurer
- The EDA will establish a standing meeting time and date that permits adequate time for discussion
- The EDA will take over the role of the Revolving Loan Fund (RLF) Committee in considering City RLF applications
- The Authority will be staffed by the Assistant City Administrator/Director of Economic Development, City Administrator, and General Manager of Public Utilities. Meeting attendance will not be mandatory for the City Administrator or the General Manager of Public Utilities
- The City Council will transfer all EDA powers to the EDA with the exceptions that the EDA cannot establish a tax increment financing (TIF) district without approval of the City Council and the sale of all bonds or obligations issued by EDA must be approved by the City Council before issuance per Minnesota State Statute

Mr. Brisson said staff would also like to establish the preferred date and time for the regular EDA meetings.

Council Member Cummings asked if the chairman will be a voting member, Mr. Brisson replied that the EDA will be made up of seven voting members so the chair would be included in that. Council discussed dates and came to the determination they would prefer having the meeting on the off

Council meeting weeks which would be the third Tuesday of the month.

Mr. Brisson stated if Council is supportive of the proposal, staff will set a public hearing to adopt a resolution accepting the proposed changes. The EDA would then need to meet to adopt a set of bylaws for the Authority.

A motion was made by Council Member Oberloh, seconded by Council Member Cummings and unanimously carried to approve the proposed EDA reforms by roll call vote: Ayes: Cummings, Ernst, Janssen, Harmon, Oberloh. Nays: None.

### **HOUSING DEVELOPMENT MEMORANDUM OF UNDERSTANDING (COMMUNITY ASSET DEVELOPMENT GROUP) APPROVED**

Jason Brisson, Assistant City Administrator/Director of Economic Development, stated that staff has been working with the Community Asset Development Group (CADG) on developing a multifamily housing project in the City of Worthington south of an easterly extension of Darling drive and north of a westerly extension of Cecilee Street.

City staff has worked with CADG to develop the MOU based on the developer's original proposal and the discussion from the April 22, 2020 City Council meeting. The City Attorney has reviewed the proposed MOU and provided a set of comments that were addressed in the final draft.

Council Member Alan Oberloh said he would like the MOU to note that the City will get their money back out of it. Mr. Brisson stated that moving forward he will address that it allows wiggle room to get the full money out of the property.

A motion was made by Council Member Harmon, seconded by Council Member Janssen and unanimously carried to approve the MOU and authorize the Mayor and Clerk to execute the agreement by roll call vote: Ayes: Cummings, Ernst, Janssen, Harmon, Oberloh. Nays: None

### **APPROVED AUTHORIZATION TO PROCEED WITH PRELIMINARY PLAT APPLICATION FOR DUGDALE**

Jason Brisson, Assistant City Administrator/Director of Economic Development stated that the next step in the project to proceed with the Dugdale property being platted into individual lots for sale is to go through the preliminary plat process. He explained a preliminary plat shows where the lots are to be constructed along with utilities and other infrastructure. A zoning application is required for each preliminary plat that is to be brought forward. Since the City is the land owner of the property it must sign off on the application.

A motion was made by Council Member Oberloh, seconded by Council Member Cummings and unanimously carried to approve the preliminary plat application and give the mayor authority to execute the application and move forward with the process.

**COUNCIL COMMITTEE REPORTS**

Mayor Kuhle - Reminded community to use masks, practice healthy hygiene and to keep using social distancing.

Council Member Jansen - No report.

Council Member Oberloh - No report.

Council Member Cummings - No report.

Council Member Ernst - No report.

Council Member Harmon - No report.

**CITY ADMINISTRATOR'S REPORT**

Steve Robinson, City Administrator, stated that he doesn't have a report other than dealing with the Coronavirus.

Council Member Oberloh asked for an update on the Thompson Hotel. Mr. Robinson stated that staff has requested a list of occupied units and it has not been received to date. Council Member Oberloh stated that staff should keep the media updated.

Mayor Kuhle asked if the expenses associated with the Coronavirus were being tracked. Mr. Robinson stated yes because they are reimbursable.

**ADJOURNMENT**

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

Mindy L. Eggers, MCMC  
City Clerk