

**WORTHINGTON CITY COUNCIL  
REGULAR MEETING, JUNE 28, 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, Larry Janssen, Alaina Kolpin and Amy Ernst.

Staff present: Steve Robinson, City Administrator; Todd Wietzema, Public Works Director; Jeff Faragher, Acting Engineer; Deb Olsen, Finance Director; Matt Selof, City Planner; Mindy Eggers, City Clerk.

Others present: Ellen Hoefker, Drealan, Kvilhaug Hoefker & Co. P.A.; Ryan McGaughey, The Globe.

The Pledge of Allegiance was recited.

**AGENDA APPROVED WITH ADDITIONS/CHANGES**

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

**CONSENT AGENDA APPROVED**

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

- Planning Commission Minutes of June 1, 2021
- Cross Cultural Advisory Committee June 15, 2021
- Housing & Redevelopment Authority Minutes of May 26, 2021
- Cross Cultural Advisory Committee May 18, 2021
- Housing & Redevelopment Authority Minutes of April 28, 2021
- Heron Lake Watershed Board Meeting April 21, 2021
- Airport Advisory Board Minutes April 4, 2021
- Application for Exemption from Lawful Gambling Permit - Whitetail's Unlimited Minnesota Southwest Chapter
- Municipal Liquor Store Income Statement for the Period January 1, 2021 through May 31, 2021
- Bills payable and totaling \$2,764,460.38 be ordered paid

**2020 COMPREHENSIVE ANNUAL FINANCIAL REPORT APPROVED**

Ellen Hoefker, of Drealan Kvilhaug Hoefker & Co. P.A., was at the meeting to present the City's 2020 Comprehensive Annual Financial Report.

Ms. Hoefker said their independent auditor's report included a clean unqualified opinion regarding

the City's financial reporting, with no inconsistencies. The City has 13.32 months of reserves in the General Fund ending 2020, which puts the City in a very strong financial position.

Following a brief review of the report, the motion was made by Council Member Jannsen, seconded by Council Member Ernst and unanimously carried to accept the 2020 Comprehensive Annual Financial Report.

**RESOLUTION NOS. 2021-06-35, 2021-06-036, 2021-06-37 ADOPTED A DONATION OF PERSONAL PROPERTY**

Todd Wietzema, Public Works Director, said requests from two parties have been received to place benches along the bike trail and in the bandshell at Chautauqua Park. The Park and Recreation Advisory Committee has approved the following requests:

- Gaylen Hubbard to place a bench along Centennial trail in memory of Ron and June Hubbard.
- Ransford Chapter #43 Order Eastern Star, to place a bench at the Chautauqua Bandshell.
- Ransford Chapter #43 Order Eastern Star, to place a bench at the Chautauqua Bandshell.

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

A motion was made by Council Member Amy Ernst, seconded by Council Member Kolpin and unanimously carried to adopt the following resolutions:

RESOLUTION NO. 2021-06-35

A RESOLUTION ACCEPTING A DONATION OF PERSONAL PROPERTY

(Refer to Resolution File for the complete copy of resolution)

RESOLUTION NO. 2021-06-036

A RESOLUTION ACCEPTING A DONATION OF PERSONAL PROPERTY

(Refer to Resolution File for the complete copy of resolution)

RESOLUTION NO. 2021-06-37

A RESOLUTION ACCEPTING A DONATION OF PERSONAL PROPERTY

(Refer to Resolution File for the complete copy of resolution)

**APPROVED BUDGET AMENDMENT TO PURCHASE NEW PAINT MACHINES**

Mr. Wietzema said staff is requesting council's approval to do a 2021 budget amendment to purchase two new Graco Lazerline 3900 paint machines. He explained the two existing paint machines were purchased in 2008 and were scheduled to be replaced in 2021. It had been decided to put off new purchases until 2024 but as this painting season has progressed, there have been some unusual maintenance issues arise with one of the paint machines and the repairs needed have been quoted to cost \$1,000.00. Staff is concerned with spending that amount of money on a 13 year old machine.

Mr. Wietzema explained the price of these new paint machines will be \$5,814.00 per machine and a total price of \$11,628.00. The 2020 ERS balance for the machine replacements is \$11,744.00. If the purchase is done with ERS reserves there will be no effect on the current 2021 budget.

A motion was made by Council Member Kolpin, seconded by Council Member Janssen, and unanimously carried to approve the budget amendment to purchase new paint machines.

**PLANS FOR RYAN'S ROAD SAP BITUMINOUS MILL AND OVERLAY PROJECT APPROVED**

Jeff Faragher, Acting Engineer, said staff along with the Minnesota Department of Transportation State Aid staff have approved plans for the improvement of Ryan's Road. The purpose of this improvement is to remove and replace the upper layer of bituminous surfacing which was placed in 1998 and 1999. The plans will remove 2 inches of the surface by milling and placement of an overlay of equal depth. Wider de-stressed cracks and seams will also be repaired by trench milling 18" wide by 3" deep and replacing with new bituminous mix. The work will be completed in phases to minimize traffic disruption. Mr. Faragher noted the project also includes the installation of a 5' wide sidewalk in the north boulevard from Ray Drive to the TH 59 west side frontage road and necessary associated ADA pedestrian ramp installations. Modification to the curb line at the County Ditch 12 crossing will be completed to allow for future sidewalk installation. The completion deadline date for the work is October 15th, 2021.

Mr. Faragher said the total estimated project cost, including engineering and contingencies, is \$564,940. All costs are eligible for and proposed to be financed from Municipal State Aid Street (MSAS) funds.

The Bids are scheduled to be received on July 28, 2021 and considered at a Special Council meeting on Monday August 2nd at 12:00 noon.

A motion was made by Council Member Ernst, seconded by Council Member Kolpin and unanimously carried to approve the plans and authorize advertisement for bids to be received on July 28, 2021.

**RESOLUTION NO. 2021-06-38 ADOPTED APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS AND RESOLUTION NO. 2021-06-39 ADOPTED APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS**

Mr. Faragher explained the projects include the following two schedules of work:

***Schedule 1 - Cherrywood Lane and Sterling Avenue surfacing.*** The work involves placement of the 2.5 inches of surfacing on Cherrywood Lane and Sterling Avenue as proposed in the feasibility reports previously submitted to Council.

***Schedule 2 - Overlays.*** The 2021 Improvement Construction Fund Budget includes \$400,000 for contract maintenance. It is proposed that a portion of this budget be used for street overlays. Street segments proposed to be overlaid are identified by street maintenance staff with additional input from the engineering department. The segments have been evaluated to determine if they should be overlaid, with or without scarifying; reconstructed; or rehabilitated by another means. Streets that are aged but have structurally sound concrete pavement with a poor surface condition (poor ride) are good candidates for overlaying. Streets that have lost their ability to sustain traffic loads typically require reconstruction unless a “structural” overlay can be placed which is limited by the features of urban section streets. Newer pavements with limited crack and/or joint failures may be rehabilitated with joint and crack repairs.

Mr. Faragher said the work proposed on Eleventh Street and Fourteenth Street segments involves milling the existing overlay and placement of a 0.5 inch driving lane leveling lift and 1.5 inch wear lift. Milton Avenue is not currently overlaid and will also receive a 0.5 inch driving lane leveling lift and 1.5 inch wear lift.

The street segments included in the proposed 2021 overlay project and their estimated project cost, including engineering and contingencies, are:

<u>Overlays</u>	
Eleventh Street from Seventh Avenue to Eighth Avenue:	\$112,640
14th Street from 2nd Avenue to 5th Avenue:	\$171,020
Milton Avenue from Clary Street to First Avenue:	<u>\$32,625</u>
Subtotal	\$316,285

Other Contract Maintenance Work (already under contract)

Seal Coating (East Avenue, Knollwood Drive and Park Avenue)	\$30,555
Concrete pavement work McMillan Street near Oxford Street (2021 Clary Street & McMillan Street Concrete) (Restoration project)	<u>\$45,000</u>
TOTAL	\$391,840

The 2021 Bituminous Overlay project also includes the concrete restoration with bituminous overlay pavement replacement on a 235' length of Clary Street near Fredrick Avenue, restored as part of a 2019 water main reconstruction project. The project cost for this work, estimated at \$61,100, will be from the Water Fund.

Mr. Faragher said staff is recommending that Council approve the plans for the 2021 Bituminous Overlays project and authorize the advertisement for bids to be received at 2:00 pm on July 28, 2021 and considered for award at the special Council meeting on August 2, 2021 at 12:00 p.m.

A motion was made by Council Member Ernst, seconded by Council Member Kielblock and unanimously carried to authorize the advertisement for bids and adopt the following resolutions:

RESOLUTION NO. 2021-06-38

A RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS

(Refer to Resolution File for the complete copy of resolution)

RESOLUTION NO. 2021-06-39

A RESOLUTION APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS

(Refer to Resolution File for the complete copy of resolution)

**RESOLUTION NO. 2021-06-40 ADOPTED REAPPORTIONING THE SPECIAL ASSESSMENTS FOR SANITARY SEWER IMPROVEMENT NO. 113**

Mr. Faragher said with the platting of the DK Addition, it is necessary to reapportion the special assessments for Sanitary Sewer Improvement No. 113 to the individual lots of DK Addition. The original trunk and lateral assessments for Sanitary Sewer Improvement No. 113 were on an area (trunk) and average width in feet (lateral) basis; however, the reapportionment as petitioned for would divide the assessments equally between the individual lots of DK Addition. The reapportioning of these special assessments as petitioned for will not materially impair collection of

the unpaid balances of the assessments.

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

RESOLUTION NO. 2021-06-40

A RESOLUTION REAPPORTIONING THE SPECIAL ASSESSMENTS FOR SANITARY SEWER IMPROVEMENT NO. 113

(Refer to Resolution File for the complete copy of resolution)

**RESOLUTION NO. 2021-06-41 REAPPORTIONING THE SPECIAL ASSESSMENTS FOR WATER IMPROVEMENT NO. 109 AND SANITARY SEWER IMPROVEMENT NO. 112**

Mr. Faragher said as a result of the subdivision of the following described property, it is necessary to reapportion the special assessments for Water Main Improvement No. 109 and Sanitary Sewer Improvement No. 112:

Part of the Northeast Quarter of the Southwest Quarter of Section 26, Township 102N, Range 40 W, and part of Government Lot 5, except Parcel 4, Highway 60 Right of Way Plat 53-31 (CS5305), Nobles County, Minnesota;

A petition has been received from the property owner requesting reapportionment of the assessments in the manner they would have been assessed if the two parcels existed at the time the improvements were completed. The original improvement assessments were, and the reapportionments as proposed and petitioned for are, on an area (trunk) and average width in feet (lateral) basis.

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

RESOLUTION NO. 2021-06-41

A RESOLUTION REAPPORTIONING THE SPECIAL ASSESSMENTS FOR WATER MAIN IMPROVEMENT NO. 109 AND SANITARY SEWER IMPROVEMENT NO. 112

(Refer to Resolution File for the complete copy of resolution)

**PROFESSIONAL SERVICES AGREEMENT (FUSION LEARNING PARTNERS)  
APPROVED**

Matt Selof, City Planner, said staff would like to offer another Land Use Training like what was held in 2019. Attendees of that training found it to be very helpful information and with new staff

and new members of the Planning Commission, staff thinks it would be very helpful. Staff has been in discussions with the training provider that provided the previous training.

Mr. Selof said a Land Use Training has been scheduled for July 27, 2021, 3:00 p.m. to 8:00 p.m., at the Event Center and the topic of the training will be the "Basics of Planning and Zoning". The cost of the training is \$1,800.00 for the training and will again be offered to City staff, Planning Commissioners, and Council members at no cost. It will also be promoted to other cities and entities in Southwest Minnesota to encourage outside attendees for the event that would help offset the cost.

Mr. Selof said staff is requesting Council authorize \$2,000.00 for the training and food for the attendees. The funds are available in the Community Development Budget.

A motion was made by Council Member Kielblock, seconded by Council Member Janssen and unanimously carried to approve the Professional Services Agreement for the Land Use Training that will be provided by Fusion Learning Partners.

### **COUNCIL COMMITTEE REPORTS**

Mayor Kuhle - No report.

Council Member Cummings - Attended a YMCA Board meeting today, they talked about the Aquatic Center Ground Breaking. YMCA staff continues to work on ways to revive membership and come up with new programs that can be offered to children and adults. Mr. Wietzema said that the YMCA will be offering some classes on canoe and kayak safety for children and adults and will be using the City's equipment. He said he would also like Council to talk about a no wake zone that would offer more safety to people renting and using the equipment.

Council Member Janssen - Attended a Heron Lake Watershed Board meeting, they are still in search of a Director.

Council Member Ernst - Attended a Cross Cultural Advisory Committee meeting, members will be reaching out to Department Heads to see how they can be of assistance to their department.

Council Member Kielblock - Attended a Safe Roads Coalition, not very well attended, trying to incorporate other agencies and to get attendance up so they can be effective. Also attended a Park & Recreation Advisory Board meeting and talked about the vandalism issues that have been going on in the parks.

Council Member Kolpin - Attended an HRA meeting, starting in August the windows of the top 3 floors will start getting replaced. The Board is still evaluating the proposed construction of condominiums due to the increased cost of materials.

### **CITY ADMINISTRATOR REPORT**

Mr. Robinson said that the amended lease for the Aquatic Center has been received and now construction can begin. The outside panels for the fieldhouse arrived on Friday. The footings and foundation work will also be starting. There was activity at the movie theater today. A retirement

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party for Steve Schneider will be held on Tuesday, June 29<sup>th</sup> from 2-4 p.m., in the Farmer's Room. Nobles County has reached out and would like to collaborate on a Healthy Homes Program that could tie in with the Rental Housing Program, looking to bring something forward this fall.

**ADJOURNMENT**

The motion was made by Council Member Janssen, seconded by Council Member Kolpin and unanimously carried to adjourn the meeting at 7:53 p.m.

Mindy L. Eggers, MCMC  
City Clerk