

**WORTHINGTON CITY COUNCIL
REGULAR MEETING, SEPTEMBER 13, 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, Alaina Kolpin, Amy Ernst, Larry Janssen.

Staff present: Steve Robinson, City Administrator; Matt Selof, City Planner; Hyunmyeong Goo, Assistant Engineer; Jeff Faragher, Assistant Engineer; Todd Wietzema, Public Works Director; Mindy Eggers, City Clerk.

Others present: Ryan McGaughey, Radio Works; Salvador Adame, Honorary Council Member.

The Pledge of Allegiance was recited.

HONORARY COUNCIL MEMBER

Mayor Kuhle welcomed Salvador Adame as the Honorary Council Member for the months of August, September and October, 2021.

AGENDA APPROVED WITH ADDITIONS/CHANGES

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

CONSENT AGENDA

Council Member Kielblock asked if the parking restrictions on Pleasant Avenue were for both the east and west side of the roads. Mr. Wietzema stated that the parking restrictions will only be on the East side of the street. Council Member Kolpin asked if this would only be for certain times of the year or continuous. Mr. Wietzema replied it would be continuous.

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

- Special City Council Meeting Minutes of September 3, 2021
- Special City Council Meeting Minutes of August 31, 2021
- City Council Meeting Minutes of August 23, 2021
- Special City Council Meeting Minutes of August 18, 2021
- Traffic & Safety Committee Minutes of August 31, 2021
- Economic Development Authority Meeting Minutes of August 24, 2021
- Safe Roads Coalition Meeting Minutes August 24, 2021
- Housing & Redevelopment Authority Meeting Minutes of July 28, 2021
- Convention & Visitors Bureau Meeting Minutes of July 28, 2021
- Parking Restrictions

- Bills payable and totaling \$3,122,461.32 be ordered paid

THIRD READING AND ORDINANCE NO. 1174 ADOPTED TO AMEND THE WORTHINGTON CITY CHARTER TO EXEMPT ZONING APPLICATIONS FROM CERTAIN REQUIREMENTS OF CHARTER SECTION 4.05

Steve Robinson, City Administrator, said pursuant to published notice, this was the time and date set for the third reading of a proposed ordinance to Amend The Worthington City Charter to Exempt Zoning Applications from Certain Requirements of Charter Section 4.05

A complete copy of the ordinance was provided in the August 9, 2021 council agenda.

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

ORDINANCE NO. 1174

AN ORDINANCE TO AMEND THE WORTHINGTON CITY CHARTER TO EXEMPT ZONING APPLICATIONS FROM CERTAIN REQUIREMENTS OF CHARTER SECTION 4.05

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

THIRD READING AND ORDINANCE NO. 1175 ADOPTED TO AMEND TITLE XV OF THE CITY CODE OF THE CITY OF WORTHINGTON, NOBLES COUNTY, MINNESOTA TO ESTABLISH A "R-8" NEW RESIDENTIAL DISTRICT

Steve Robinson, City Administrator, said pursuant to published notice, this was the time and date set for the third reading of a proposed ordinance to Amend Title XV of the City Code of the City of Worthington, Nobles County, Minnesota to Establish a "R-8" New Residential District.

A complete copy of the ordinance was provided in the August 9, 2021 council agenda.

The 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.

ORDINANCE NO. 1175

AN ORDINANCE TO AMEND TITLE XV OF THE CITY CODE OF THE CITY OF WORTHINGTON, NOBLES COUNTY, MINNESOTA TO ESTABLISH A "R-8" NEW RESIDENTIAL DISTRICT

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

RESOLUTION NO. 2021-09-55 AND WORTHINGTON HOUSING AND REDEVELOPMENT AUTHORITY RESOLUTION NO. 2021-09-56 ADOPTED APPROVING THE PROPOSED 2021 TAX LEVIES COLLECTIBLE IN 2022

A Resolution approving the Proposed City of Worthington Tax Levy of \$5,915,331, which breaks down in to an operating levy of \$4,764,787 and Special Tax Levies of \$1,150,544, and represents a 17.08% levy increase over 2021. The proposed levy is an amount not to exceed and may be lowered but not raised for the final levy certification in December. Also presented was a Resolution approving the Housing and Redevelopment Authority's 2022 proposed levy of \$145,000, an increase of \$2,000 over 2021.

The motion was made by Council Member Cummings, seconded by Council Member Kolpin and unanimously carried to adopt the following Resolutions Approving the Proposed 2020 Tax Levies collectible in 2021.

RESOLUTION NO. 2021-09-55

A RESOLUTION APPROVING 2021 TAX LEVIES COLLECTIBLE IN 2022

(Refer to Resolution File for complete copy of Resolution)

RESOLUTION NO. 2021-09-56

A RESOLUTION APPROVING THE 2021 TAX LEVY COLLECTIBLE IN 2022 - WORTHINGTON HOUSING & REDEVELOPMENT AUTHORITY

(Refer to Resolution File for complete copy of Resolution)

APPROVED PROFESSIONAL SERVICES AGREEMENT FOR GEOGRAPHIC INFORMATION SYSTEM (GIS) FOR INFRASTRUCTURE MAPPING AND DATA MANAGEMENT

Mr. Robinson said the City and Utilities staff received a proposal from Bolton and Menk to consolidate and enhance their GIS capabilities in mapping of critical infrastructure including electrical, water, wastewater and storm sewer distribution systems. Staff is recommending implementing an ArcGIS online platform which is accessible via mobile applications, GPS devices and desktop GIS applications through a cloud-based enterprise agreement. The agreement requires a three-year commitment with an annual subscription cost of \$15,000.

Mr. Robinson explained the proposed scope of work includes migrating existing data of the electrical, water, wastewater and storm sewer distribution systems; and the current zoning map. However, the sanitary, storm water and water distribution system mapping is schematic. While

believed to be representative of current conditions, the systems have not been field verified. So staff is requesting field verification via GPS collection for accuracy.

The total proposed fee for the work \$99,650.00 to be funded with American Rescue Plan Act (ARP) funds under the eligible infrastructure subcategory. If approved, work is scheduled to begin in 2021 and continue through 2022.

A motion was made by Council Member Ernst, seconded by Council Member Kielblock and unanimously carried to approve the Professional Services Agreement for Geographic Information System (GIS) for Infrastructure Mapping and Data Management.

APPROVED POSITION GUIDELINES AND SALARY GRADE FOR FIELD HOUSE MANAGER

Mr. Robinson said Administration is requesting the creation of positions to staff the JBS Field House and Recreation Center. A copy of the position guidelines, essential duties were included in the packet.

Mr. Robinson said the position will be a salary grade of E4 and the amount estimated in the budget is for salary only, there are no benefits included at this time. Mr. Wietzema noted that the position will be posted as soon as possible as staff would like to get someone hired so marketing of the Field House can start as soon as possible.

A motion was made by Council Member Ernst, seconded by Council Member Kolpin and unanimously carried to approve the position guidelines and salary grade for the Field House Manager.

APPOINTMENT OF WORTHINGTON FIRE DEPARTMENT FIRE CHIEF

Mr. Robinson said the City's Personnel Policy for Firefighters and Standard Operating Guidelines for the Worthington Fire Department note that City Council shall appoint a person fully qualified to serve as the Fire Chief, taking into account the recommendation of the Fire Department personnel.

Members of the fire department met on August 31, 2021 and have forwarded the recommendation to appoint Pat Shorter as the Chief. Mr. Shorter has served on the department for the past 24 + years.

Mr. Robinson said the Chief shall have general supervision of the department at all times and have control over all apparatus, equipment and supplies and command over all persons who are employees of the department. The Chief reports to the Director of Public Safety.

Pat Shorter was present and thanked Council for the new opportunity and looked forward to serving.

A motion was made by Council Member Cummings, seconded by Council Member Janssen and unanimously carried to appoint Pat Shorter as the Worthington Fire Department Fire Chief.

RESOLUTION NO.'S 2021-09-57 THROUGH 2021-09-61 ADOPTED DECLARING COST TO BE ASSESSED AND ORDERING PREPARATION OF PROPOSED ASSESSMENT AND CALLING FOR HEARING ON PROPOSED ASSESSMENT

Staff presented a Resolution Declaring Costs to be Assessed and Ordering Preparation of Proposed Assessment and a Resolution Calling for Hearing on Proposed Assessment for the following:

Sanitary Sewer Improvement No. 114

- Glenwood Heights Second Addition

Water Main Improvement No. 110

- Glenwood Heights Second Addition

2021 Miscellaneous Unpaid Charges

- Removal of Ice and Snow
- Removal of Solid Waste
- Removal of Noxious Weeds and Vegetation

Jeff Faragher, Assistant Engineer, said the resolutions call for hearings to be held at the October 11, 2021 Council meeting.

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

RESOLUTION NO. 2021-09-57

DECLARING COST TO BE ASSESSED AND ORDERING PREPARATION OF PROPOSED ASSESSMENT

(Refer to Resolution File for complete copy of Resolution)

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

RESOLUTION NO. 2021-09-58

DECLARING COST TO BE ASSESSED AND ORDERING PREPARATION OF PROPOSED ASSESSMENT

(Refer to Resolution File for complete copy of Resolution)

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

RESOLUTION NO. 2021-09-59

CALLING FOR HEARING ON PROPOSED ASSESSMENT

(Refer to Resolution File for complete copy of Resolution)

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

RESOLUTION NO. 2021-09-60

DECLARING COST TO BE ASSESSED AND ORDERING PREPARATION OF PROPOSED ASSESSMENT

(Refer to Resolution File for complete copy of Resolution)

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

RESOLUTION NO. 2021-09-61

CALLING FOR HEARING ON PROPOSED ASSESSMENT

(Refer to Resolution File for complete copy of Resolution)

PROFESSIONAL SERVICES AGREEMENT (BOLTON & MENK, INC.) APPROVED

Matt Selof, City Planner, said the City has entered into a contract for deed with two subsequent amendments, a development contract, a loan agreement and a right to repurchase agreement with Prairie Holdings Group to assist them in development of a commercial property located north of Interstate 90, east of US Highway 59. Prairie Holdings Group has since sold a portion of its business to a new entity and wishes to sell a portion of this property, and an associated building, to the new entity. After discussing the proposed changes to the existing lot lines and agreements, the City's engineering consultant, Bolton & Menk, Inc. (BMI), has advised it would be best to replat this property to match the desired new properties.

A proposal has been received to assist with the re-platting process from BMI. The agreement

establishes a fee structure based on an hourly rate not to exceed an overall fee of \$13,500.00 without prior consent from the City. Included in the proposed fee are the following:

1. Preliminary and final plats; and
2. Final mylar prints of the final plat for signatures and recording after approval.

The proposed new lot alignment would result in the City receiving approximately one-third of the contract for deed property back from Prairie Holdings Group. By doing this the City would benefit from having a clear legal description for this property. The property is in the east corner and will remain buildable.

A motion was made by Council Member Cummings, seconded by Council Member Ernst and unanimously carried to approve the professional services agreement with Prairie Holdings Group reimbursing the City for two-thirds of the total costs and the remaining one-third will be paid with Community/Economic Development Department operating funds.

COUNCIL COMMITTEE REPORTS

Mayor Kuhle - At 11:30 a.m. on Friday the City will receive its Yellow Ribbon designation. The Governor is supposed to attend.

Council Member Janssen - No report.

Council Member Ernst - No report.

Council Member Kielblock - said the Joint Powers Transit Authority continued to meet to address the Taxi contract that will expire at the end of the year but are running into road bumps with the State of MN.

Council Member Kolpin - said the CAL will be increasing the membership to \$45.00 per year, reducing the qualifying age to 50 and the Court membership will be reduced to \$125.00 to entice more pickle ball players. She encouraged everyone to check out the Field House and to attend all of the King turkey Day Festivities.

Council Member Cummings - said there will be a Worthington Wrestling Reunion taking place this weekend and many past wrestlers will be in Worthington for King Turkey Day.

CITY ADMINISTRATOR REPORT

Mr. Robinson said that he will also be taking part in the Wrestling Reunion and his uncle will be attending and was on the first team which started in 1955. The three Worthington entrance signs have been wired with a hard connection and the indoor playground is currently being installed at the Field House, it's a very unique structure.

ADJOURNMENT

The motion was made by Council Member Kolpin, seconded by Council Member Ernst and unanimously carried to adjourn the meeting at 7:50 p.m.

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Mindy L. Eggers, MCMC
City Clerk