

**CITY OF EYOTA
CITY COUNCIL MINUTES
JUNE 27, 2013**

Members Present: Mayor Tyrel Clark, Ray Schuchard, Bryan Cornell and Kurt Holst

Members Absent: Tony Nelson

Staff Present: Marlis Knowlton, Clerk/Treasurer; City Engineer Matt Mohs, WHKS & Co. and City Auditor Tom Cummings

Call to Order: Mayor Clark called the meeting to order at 7:00 p.m. with the Pledge of Allegiance.

Approve Agenda: Clark requested adding a discussion regarding the city hall entrance door. Motion was made by Schuchard and seconded by Holst to approve the agenda with noted changes. Ayes (4), Nays (0). Motion carried.

Consent Agenda: Motion was made by Cornell and seconded by Schuchard to approve the consent agenda items 4.A and 4.B as presented. Ayes (4), Nays (0). Motion carried. See "Exhibit 4.B"

4.A Approve the minutes of the June 13, 2013 regular Council meeting

4.B Approve an Eyota Days Liquor License for the Greendoor, Off Premise,
via Resolution #2013-16

Minutes Approval: Minutes of June 17, 2013 will be on the next agenda; no quorum to approve.

REPORTS:

DESCASD Sewer District: Schuchard reported the plant has been experiencing heavy flows with the wet spring and high water table, but it is starting to reduce. Minnesota Pollution Control Agency is being encouraged to investigate farming practices to locate possible origins of high nitrates; versus just assuming it is coming from the plant.

Planning Commission: Schuchard reported the Commission held a public hearing and recommended the Council approve the proposed revised animal ordinance; which includes harboring and regulating chickens.

Planning Commission Member Application: Motion was made by Cornell and seconded by Holst to accept the Planning Commission's recommendation and appoint Janet Hughes as a Commission member. Ayes (4), Nays (0). Motion carried.

Economic Development Authority (EDA): Cornell reported on Arbor Gardens' census and normal maintenance projects. The Arbor Gardens stone façade work is done; Council would like to see the crate with the extra stone removed. EDA budget and projects were discussed.

Cathy Enerson, EDA Director, recommended applying for grant opportunities through Alliant Energy for matching funds for broadcasting equipment in city hall and a downtown revitalization program. Motion was made by Holst and seconded by Schuchard to authorize Enerson to work on noted grants. Ayes (4), Nays (0). Motion carried.

Clerk's Report:

Hail Damage: The insurance adjuster inspected the roofs and siding on: city hall, fire hall and the Westside Park pavilion. Insurance will replace the fire hall roof and fascia; and Westside Park pavilion roof and siding on the west side of the building. Council requested bids to be obtained for both steel and asphalt roofing, and siding for the buildings. Cornell and Holst will oversee the bidding and project.

Standard & Poor's Questionnaire: Knowlton requested authorizing David Drown Associates complete the required questionnaire from Standard & Poor's Ratings Services' for a routine review of the City's outstanding ratings. Motion was made by Schuchard and seconded by Holst to authorize David Drown Associated to complete the requested questionnaire, for a fee not to exceed \$1,000. Ayes (4), Nays (0). Motion carried.

REGULAR AGENDA ITEMS:

South Avenue Street and Drainage Improvement Project: Construction bids were received from: Swenke IMS Contracting, Rochester, SL Contracting, Rochester and Pember Companies from Menomonie, Wisconsin. Lowest bid was from Pember Companies, \$364,554.50. Construction costs were estimated to be \$390,000. Construction will take six to eight to weeks, Pember will work fifty to sixty hours a week, with a completion deadline of September 27. Motion was made by Holst and seconded by Schuchard to award the South Avenue project contract to Pember Companies, Inc. of Menomonie, Wisconsin, the lowest bidder at \$364,554.50, and to meet the construction deadline of September 27. Ayes (4), Nays (0). Motion carried.

The cooperative agreement between Olmsted County and the City of Eyota needs to be amended now that the cost is known and after the project was expanded to include street improvements in-between Sixth and Eighth Street SW. Motion was made by Schuchard and seconded by Cornell to authorize entering into the Amendment #1 to the Agreement for Construction of County Road #142 in Eyota Along South Avenue Between 5th Street and 8th Street, as presented. Discussion: Olmsted County will pay Eyota the \$254,400 up front and any changes to the cost of measured quantities will be determined at project completion. Ayes (4), Nays (0). Motion carried. See "Exhibit 7.A"

Safe Routes to School Project: Project bid opening is scheduled for July 30, being a federally funded project the contract award process is lengthy, construction is not anticipated to begin until after Labor Day, with a completion date of November 1. A signed agreement is required between Olmsted County and the City; that agreement document is being created. A permit to allow the County to work in the City's right-of-ways is also required; and also serves as the authorization to begin the project. Motion was made by Cornell and seconded by Holst to approve the presented Permit to Work within the Right of Way application form. Ayes (4), Nays (0). Motion carried. See "Exhibit 7.B"

2012 Financial Audit: Tom Cummings reviewed the completed 2012 financial audit. The City finances are in good shape and the City has healthy cash reserves.

Active Shooter and Identity Theft Seminar: The Municipal Clerks and Finance Officers Association of Minnesota will be holding a seminar in Blooming Prairie, July 8, on active shooter and identity theft, at a cost of \$25 per person. Motion was made by Cornell and seconded by Holst to authorize three people attend the seminar at a cost of \$75. Ayes (4), Nays (0). Motion carried.

Proposed Animal Ordinance #133: Clark requested the ordinance be discussed at the July 11 meeting when a full Council is presented; all agreed. No further action was taken.

Accounts Payable: Motion was made by Cornell and seconded by Schuchard to approve the accounts payable as presented in the amount of \$45,369.66. Ayes (4), Nays (0). Motion carried.
See "Exhibit 7.F"

Other Business: The City Hall west service door still leaks during west rain storms. Consensus: request the contractor return, spray the door with a garden or fire hose to locate leak, and repair or replace the handicap ramp due to possible rot. Building representatives Cornell and Holst were directed to use their best judgment when authorizing repairs.

Adjourn: Motion was made by Cornell and seconded by Holst to adjourn. Ayes (4), Nays (0). Motion carried. The meeting was declared adjourned at 8:50 p.m.



Tyrel Clark
Mayor



Marlís Knowlton
Clerk/Treasurer