

**CITY OF EYOTA
CITY COUNCIL MINUTES
AUGUST 28, 2014**

Members Present: Mayor Tyrel Clark, Tony Nelson, Ray Schuchard and Bryan Cornell

Members Absent: Kurt Holst was absent at roll call but arrived later, 7:07 p.m.

Staff Present: Marlis Knowlton, Clerk/Treasurer and Jerry Pike, Assistant Fire Chief

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

Proclamation: Mayor Clark proclaimed September 2014 to be Spinal Cord Injury Awareness Month in the City of Eyota; for increased awareness, education and resources.

Approve Agenda: Motion was made by Cornell and seconded by Schuchard to approve the agenda as presented. Ayes (4), Nays (0). Motion carried.

Consent Agenda: Motion was made by Nelson and seconded by Schuchard to approve the consent agenda items 4.A through 4.E as presented. Ayes (4), Nays (0). Motion carried.

- 4.A. Minutes of the August 14, 2014 regular Council meeting were approved
- 4.B. Minutes of the August 18, 2014 Council work meeting were approved
- 4.C. LMCIT Liability Coverage Waiver liability coverage limits of \$500,000 were approved and approved not to waive the monetary limits on municipal tort liability.
- 4.D. Fire Department composite air bottle purchase was approved: sixteen bottles, without valves, from Fire Safety USA estimate cost of \$7,936.
- 4.E. Minnesota Municipal Utilities Association 2014-15 contract renewal approved in the amount of \$6,940.17.

*** Councilmember Holst arrived at the meeting 7:07 p.m.

REPORTS:

Community Officer: Deputy Pagel reported calls have been down.

DESCASD Sewer Board: Schuchard reported the District's assets are \$1,206,952.64. The plant has been running well. Council would still like an update on the status of the system's flow meters.

Planning Commission: No meeting was held in August.

Economic Development Authority (EDA): Clark reported Arbor Gardens census and activities. The EDA discussed Small Cities Block grant opportunity. The Council had more questions. No action was taken.

Clerk:

Council Work Meeting: Motion was made by Nelson and seconded by Schuchard to schedule a work meeting Monday, September 8, 7:00 p.m. to discuss 2015 budget preparation. Ayes (5), Nays (0). Motion carried.

Sign Permit: The Dover Eyota Elementary School has submitted a building permit application for an electronic message board sign to be placed on the south wall of the building. The Elementary School is located in an agriculture zoning district and electronic signs are not allowed per Ordinance 128. Motion was made by Nelson and seconded by Holst to approve the sign permit application. Ayes (5), Nays (0). Motion carried.

Culvert Extension: Public Works Supervisor Brad Boice is suggesting to extend the culvert farther west under Jefferson Avenue SW at the intersection of Knowledge Road. Motion was made by Nelson and seconded by Schuchard to approve extending said culvert, total project to stay under \$1,000. Discussion: Boice should consult with the engineers to determine the length so it does not interfere with the sump pump discharge pipe from 929 Jefferson Avenue. Ayes (5), Nays (0). Motion carried.

Meeting Request: Property owner of 227 Sixth Street SW has requested a meeting with an elected official to discuss the grading and seeding of the Safe Routes to School project. Council noted they are not happy with that part of the project; and future projects should be sodded, not seeded. The homeowner will be contacted.

REGULAR AGENDA ITEMS:

People's Energy Cooperative: Elaine Garry, President and CEO of People's, discussed and answered questions regarding the proposed acquisition of the electric service territory, customers and property of Interstate Power and Light Company, which includes the Alliant Energy customers in Eyota. Garry requested the City support People's by sending a resolution to the regulatory authorities, in hopes for them to look favorably on this acquisition; the deadline being tomorrow.

The Council had many questions and concerns about rate increases and service, including power outages and response times. The Council will consider all the information from tonight. No further action was taken.

Capital Improvement Plan (CIP) 2014 Update: Council made no changes to the proposed CIP. The project to replace four inch water mains has been discussed for many years. The lines are 60 to 70 years old, inadequate and a safety issue, specifically in fighting fires. If infrastructure is not upgraded catastrophic failures can and will happen at high costs. The project will be done in phases to keep the levy flat.

Motion was made by Nelson and seconded by Holst to approve and adopt the updated 2014 Capital Improvement Plan as presented. Ayes (5), Nays (0). Motion carried.

Water Utility Infrastructure Replacement Feasibility Study: Discussion to authorize WHKS & Co., (city engineering firm) to prepare a feasibility study to replace all the areas of town that have four inch water mains and include storm water, curb, gutter and street improvements. There is a considerable amount of four inch (4") water mains in the original part of town and on Madison Avenue NW, refer to map. See "Exhibit 6.C"

This project is planned to be completed in phases for budgetary reasons and to avoid the traffic issues that would be caused by having the entire project done in one season. Council discussed the study should not be limited to just four inch water mains, but to also include any streets with dead ended water mains. One example is Franklin Avenue SW between Second Street and South Front Street. Staff was instructed to work with WHKS to include other areas of concern in the study.

Motion was made by Cornell and seconded by Nelson to authorize WHKS prepare a feasibility study to reconstruct streets with four inch water mains, as listed and other areas of concern as discussed, include more if deemed needed. Ayes (5), Nays (0). Motion carried.

Utility Rate Increase: Proposal to increase the water and sanitary sewer billing rates; both the monthly flat base rate and volume rate per one thousand gallons used. Sanitary Sewer 5% and Water 2%.

Sanitary Sewer rates have not been increased since February 2011. However, the Dover Eyota St. Charles Sanitary Sewer District has made significant improvements to the sewer plant and has increased the fees the City is required to pay the District each year since 2012 and will continue to increase those by varying percentages through 2022. The cash reserves in the sewer fund are declining and a rate increase is required to maintain operating funds. Base Rate \$11.80 and Volume Rate \$5.80

Water rates have not been increased since 2004. The water fund has maintained adequate operating and reserve balances. The proposed infrastructure improvement project will require a water rate increase in order to build funds to make future bond payments. Base Rate \$5.35 and Volume Rate \$3.45

Motion was made by Holst and seconded by Schuchard to approve increasing the sanitary sewer rates effective October 1, 2014, Base Rate \$11.80 and Volume Rate \$5.80, via moving RESOLUTION #2014-24 RESOLUTION APPROVING INCREASE IN SANITARY SEWER RATES and increasing the water rates effective October 1, 2014, Base Rate \$5.35 and Volume Rate \$3.45, via moving RESOLUTION #2014-25 RESOLUTION APPROVING INCREASE IN WATER RATES. Ayes (5), Nays (0). Motion carried. See "Exhibit 6.D"

GIS Mapping: Request to authorize City Engineering firm WHKS & Co. to build the data base in GIS mapping for the City's use for: utilities, streets, boulevard trees, signage, etc. Estimated cost for time and materials: \$5,000. WHKS will build the data base only; consideration for future licensing \$1,500 and annual maintenance \$500 will be discussed at a later date when needs can be assessed.

Motion was made by Schuchard and seconded by Cornell to authorize WHKS to build a GIS mapping data base, beginning in 2014, at an estimated cost for time and materials of \$5,000. Ayes (5), Nays (0). Motion carried.

Fifth Street SW Storm Sewer: Fifth Street SW storm sewer issues were discussed at the August 18 work meeting. Estimated curb, gutter, storm sewer, catch basins, fix street edge, replace driveway aprons, sod, etc. improvements could be as much as \$80,000 to \$100,000.

Motion was made by Nelson and seconded by Cornell to authorize the Clerk to contact the property owners on Fifth Street SW between Madison and Jefferson Avenue to request their level of commitment to pay assessments for a street and utility improvement project via special assessments in order to determine if the project should be considered. Ayes (5), Nays (0). Motion carried.

Accounting Clerk Position: Iris Neumann, current accounting clerk, is planning to retire by yearend. Revised job descriptions for all office staff will be suggested and plans to hire a replacement soon will be on the next agenda.

Accounts Payable:

2014 Street Maintenance Project – Crack Sealing: Knowlton informed the Council WHKS had sent their recommendation to accept the project and make final payment of \$11,800 to Fahrner Asphalt Sealers, LLC and the payment is included in the accounts payable request. See "Exhibit 6.H.1"

Payable Correction: A correction was made to the amount due to Minnesota Rural Water Association.

Motion was made by Nelson and seconded by Cornell to approve the accounts payable in the corrected amount of \$20,119.66. Ayes (5), Nays (0). Motion carried. See "Exhibit 6.H.2"

Other Business: Nels Pierson introduced himself to the Council as a State Representative for District 26B candidate.

City Welcome Sign Lighting: Clark requested the Council to decide if the welcome sign on Highway 14 could be lit with solar lighting now or wait until after the roundabout has been completed and wire it electrically. After discussing options and concerns, the Council requested an updated bid from Pine Island Solar, LLC to install solar lighting yet this fall.

Adjourn: Motion was made by Nelson and seconded by Cornell to adjourn. Ayes (5), Nays (0). Motion carried. The meeting was declared adjourned at 8:50 p.m.



Tyrel Clark
Mayor



Marlis Knowlton
Clerk/Treasurer