

Draft Council Minutes

Owatonna City Administration Building Tuesday, September 6, 2011 7:00 o'clock p.m.

The Owatonna City Council met in regular session on Tuesday, September 6, 2011 at 7:00 p.m. in the Council Chambers of the City Administration Building with Council President Abraham presiding. Present were: Council Members Truelson, Burbank, Dotson, and Svenby; Mayor Kuntz; City Administrator Busse; City Attorney Walbran; Airport Manager Beaver and Assistant City Clerk Clawson. Council Member Wittrock was absent.

Following the Pledge of Allegiance, Council President Abraham welcomed everyone in attendance. Council Member Svenby made a motion to approve the agenda, Council Member Truelson seconded the motion; all members present voted aye for approval.

Mayor Kuntz recommended Jim Linder be appointed to fill the vacant seat on the Shade Tree Commission, a 3-year term to end April 30, 2014. Council Member Truelson made a motion in favor of this appointment, Council Member Svenby seconded this motion; all members present voted aye for approval. Mayor Kuntz then administered the Oath of Office to Mr. Linder.

Council President Abraham recapped the expenses for the period. Motion was made by Council Member Truelson, seconded by Council Member Dotson to approve payment of the bills presented totaling \$1,079,845.57. All members present voted aye for approval.

Council President Abraham explained council members review the Consent Agenda Items prior to the meeting for approval in one motion during the meeting. Current Consent Agenda Items include:

- Minutes - City Council meeting held August 16, 2011.

- Street Closure – North Bluff Block Party, September 10, 2011.

- Street Closure – 10th Annual Churchill/Truman Block Party, September 10, 2011.

- Exempt Permit – Minnesota Trappers Association for a raffle on August 5, 2012.

- Library Board Minutes – June 21, 2011.

- Shade Tree Minutes – August 15, 2011.

- HRA Minutes – July 25, 2011.

- Senior Place Inc. Board Minutes – August 1, 2011.

- List of Miscellaneous Property for Sale.

Council Member Truelson made a motion to approve the Consent Agenda Items, Council Member Svenby seconded this motion; all members present voted aye for approval.

Airport Manager Beaver requested approval of Work Order No. 2 with Bolton & Menk, Inc. for professional construction engineering services. Bids were received August 10, 2011 for the airport pavement joint rehabilitation project; pavement maintenance including primarily the removal and replacement of the joint material on Runway 12/30 and Taxiway "A". Work Order No. 2 includes all construction engineering services, resident engineering, construction observation, surveying, and project close-out. Work on this project is scheduled for substantial completion by October 15, 2011. All project costs including construction and engineering are budgeted for and contingent upon securing a federal Grant for 95% of the costs; Work Order No. 2 provides for construction engineering services in the amount of \$30,760, the local share of the work is expected to be \$1,538. Council Member Svenby made a motion to approve Work Order #2, Council Burbank seconded the motion; all members present voted aye for approval.

City Administrator Busse presented Resolution 42-11 to set the 2012 Preliminary Levy amount. The total proposed preliminary levy for 2012 for the City is \$9,713,595; this includes \$8,330,728 for general government, \$106,449 for PERA rate change and \$1,276,418 for debt retirement. This proposed levy would be a 2% increase above the current 2011 levy amount. Council Member Dotson stated he was opposed to an increase and hoped the levy would be set with a 0% increase. Council Member Truelson made a motion to approve Resolution 42-11, Council Svenby seconded the motion; with four votes of approval the motion carried, Council Member Dotson voted nay.

City Administrator Busse presented Resolution 43-11 authorizing the Housing and Redevelopment Authority to levy for \$120,000 during 2012. The proposed HRA 2012 budget amount is \$1,139,050, Council Member Dotson made a motion to approve Resolution 43-11, Council Member Svenby seconded this motion; all members present voted aye for approval.

City Administrator Busse presented Resolution 44-11 for approval of the Proposed 2012 Budget totaling \$22,210,503. The proposed budget has been reviewed and potential financing sources identified as well as priorities and programs for 2012. The final budget allocations will be determined at the time of final budget adoption. Council Member Burbank made a motion to approve Resolution 44-11, Council Member Truelson seconded the motion; four members voted aye for approval, Council Member Dotson voted nay, the motion carried.

City Administrator Busse presented Resolution 45-11 indicating the city's intention to reimburse itself with proceeds from tax-exempt bonds. The City is starting the process of issuing bonds for the 30th Street NW construction project and the 800 MHZ radio project. Council Member Dotson made a motion to approve Resolution 45-11, Council Member Burbank seconded the motion; all members present voted aye for approval.

City Administrator Busse presented Resolution 46-11 to declare a Council Member Vacancy in the 2nd Ward; Council Member John Moen tendered his resignation effective August 22, 2011. Notice will be given to the public asking interested residents from the ward to submit an application for consideration. Council members will conduct interviews and selected an individual by majority vote in accordance with Chapter 2, Section 2.8 of the City Charter. Applications will be accepted until Monday, September 19, 2011 at 5:00 p.m. Council Member Truelson made a motion to approve Resolution 46-11, Council Member Dotson seconded the motion; all members present voted aye for approval.

Airport Manager Beaver presented Resolution 47-11 authorizing the acceptance of the Federal Aviation Administration (FAA) grant agreement for the airport pavement joint rehabilitation project. The pavement rehabilitation project is part of a phased schedule to maintain optimum pavement conditions at the airport. The overall project cost for construction, engineering and administration is \$349,343 which will be eligible for 95% federal funding participation. The contract has been awarded for this work contingent upon securing the FAA 95% grant funding. Council Member Dotson made a motion to approved Resolution 47-11, Council Member Svenby seconded the motion; all members present voted aye for approval.

Airport Manager Beaver presented Resolution 48-11 authorizing the acceptance of the Minnesota Department of Transportation (MnDOT) Office of Aeronautics grant agreement for the purchase of a tractor/loader. The cost of the loader/tractor is \$154,960; the MnDOT grant agreement will be for 2/3 of the purchase, \$154,960 and the local cost will be the 1/3 balance, \$51,653. Council Member Truelson said he was opposed to this purchase; he wanted addition information confirming the need for the new equipment and report regarding condition of the current tractor/loader at the airport. Council Member Truelson made a

motion to table this item, this motion died for lack of a second. Airport Manager Beaver explained the current equipment has surpassed it's useful life and the Fleet Manager has recommended it be replaced. City Administrator reminded council this expenditure was discussed when preparing the 2011 Budget and is included in the Capital Improvement Plan. Council Member Svenby made a motion to approve Resolution 48-11, Council Burbank seconded the motion; with four members voting aye the motion was approved, Council Member Truelson voted nay.

During Public Comment Marlene Nelson, 1726 Mosher Avenue commented on the current tight economic conditions and anticipation of increasing property taxes and higher electrical bills. She has noticed many foreclosure notifications in the paper which confirms times are tight for many people. She hopes everyone remembers these things when voting during the School Bond Referendum in November.

During Council Comment, Council Member Svenby reminded everyone to be careful when driving as school just opened for the year and many young children are walking. Council Member Truelson said the police department will be offering free vehicle inspections at Senior Place on September 12th and September 17th will be the Third Annual Clean-Up of the Straight River and other creeks in town. Council Member Dotson commended staff in preparation of the proposed budget books and hopes additional cuts can be made to reach a final levy with a 0% rate increase. Mayor Kuntz thanked everyone who helped with the Steele County Fair and asked for council's consideration of saying a short prayer at the beginning of council meetings. City Administrator Busse reviewed the schedule of the 2012 Budget Review Sessions planned to meet with Department Directors during the next several weeks, the schedule will also be posted on the city's website. Council Member Abraham said he has copies of the DNR literature from the study session regarding the deer population and he also reminded everyone the next "Coffee with the Council" will be on Saturday, October 8th with the place and time to be posted on the website when confirmed.

At 7:31p.m. Council Truelson made a motion to adjourn the meeting, Council Member Svenby seconded the motion; all members present voted aye for approval.

Dated: September 8, 2011

Respectfully submitted,
Jeanette Clawson, Assistant City Clerk