

**CITY OF EAGLE LAKE
CITY COUNCIL MEETING
MARCH 6, 2023**

CALL TO ORDER

- Mayor Norton called the meeting to order at 6:00 p.m.

ROLL CALL

- Council Members present: Garrett Steinberg, Beth Rohrich, Anthony White, John Whittington, and Mayor Lisa Norton.
- Staff present: City Administrator Jennifer Bromeland, Police Chief John Kopp, Public Works Director Andrew Hartman, Fire Chief Vern Simpson, and Deputy Clerk Kerry Rausch.

PUBLIC COMMENTS

- None

APPROVAL OF THE AGENDA

- Council Member Steinberg moved, seconded by Council Member White, to approve the agenda. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.

APPROVAL OF MEETING MINUTES

- Council Member White moved, seconded by Council Member Rohrich, to approve the February 6, 2023 City Council minutes as corrected. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.

CONSENT AGENDA

- Mayor Norton pointed out the resignation of Andrew Miller from the Planning Commission and the appointment of Hunter Bless to the Fire Department Reserves.
- Council Member Whittington moved, seconded by Council Member Steinberg, to approve the consent agenda.

Monthly Bills	Treasurer's Report	Police Report
Fire Report	Public Works Report	Building & Zoning Permits
Gambling Report	Res. 2023-14 Resignation of Miller from Planning Commission	
Pump Maintenance Agreement		
Resolution 2023-15 Appoint Bless to Fire Dept Reserve Roster		

- The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.

PRESENTATIONS

1. Roger and Nathan Bechel, Sidewalk Maintenance Concerns
 - This will be moved to the April meeting due to the Bechtel's not being able to attend tonight's meeting.
2. Vern Simpson, Fire Chief: Fire Department Items
 - Chief Simpson stated the department has received the battery-operated extrication equipment which cost \$37,966.50 in which capital improvement funds were used to pay for this along with a \$5,000 grant from the Schmidt Foundation.
 - Chief Simpson stated the next purchases for the fire department will include:

- rope rescue equipment which will be used for high angle rescues which costs \$6,637.50 which will use the Alliance Pipeline grant in the amount of \$7,500
- blacktopping the west and north sides of the parking lot with a cost of \$12,975 based on a 2022 quote.
- Future anticipated purchases include:
 - airbags at a cost of \$15,054.77 which will use capital improvement funds and a \$4,000 grant from Compeer and a \$1,000 grant from Walmart
 - gloves and hoods using a \$2,500 grant received in June of 2022
 - channel locks and rescue wrenches paid from the capital outlay fund
- Before the Council tonight is a request to purchase noise cancelling headsets for truck 4311 in the amount of \$9,280.15, truck 4321 in the amount of \$6,300.80 and for truck 4301 in the amount of \$7,225.25 totaling \$22,806.20.
- Council Member White moved, seconded by Council Member Whittington, to authorize the purchase of noise cancelling headsets as presented. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.

OLD BUSINESS

1. Possible Amendment to Chapter 3 Expanding Timeframe to Clear Sidewalks

- Administrator Bromeland stated that Council discussed the possibility of changing the required timeframe for residents to clear snow and ice from sidewalks with concern being expressed that the current timeframe of twelve hours is too short and poses challenges for property owners. Administrator Bromeland presented survey results from other communities and showed the average time to clear sidewalks is 24 hours.
- Administrator Bromeland reviewed the response from legal counsel regarding a resident's concern that they have regarding snow removal from sidewalks on Agency Street. They asked that the City Council consider amending code to allow for the use of ATV's on sidewalks. Per legal counsel, current code prohibits the use of ATV's on sidewalks, and notes that the City Council may consider modifying the ordinance to allow for the use of ATV's on sidewalks, or to allow for the minimal use on sidewalks. Legal counsel further advises that this can be accomplished by amending the language of Eagle Lake Code – Section 4.160, subdivision 3(D), or the City Council could add an exemption that would permit the use of an ATV on public sidewalks for repairs, maintenance, upkeep and removal of snow in Section 4.160, subdivision 4 of Eagle Lake City Code. Ultimately, legal counsel advises that as to which option is preferable will depend on what the City Council feels is appropriate use. Administrator Bromeland stated that to change City Code a public hearing would be required.
- Administrator Bromeland explained that the proposed code change includes language will let residents know it is their responsibility to keep the sidewalks clean and that there are repercussions in not cleaning the sidewalk.
- Public Works Director Hartman provided input relating to equipment used to clean sidewalks and stated he feels this section should be more board and that residents should use their best judgement. He also stated he has not witnessed any equipment being used that is heavier than what the City uses to remove snow from sidewalks.
- Council discussion included the possibility that some equipment could damage the sidewalks.
- Council Member White moved, seconded by Council Member Steinberg, to schedule a public hearing for the April 3rd City Council meeting to explore code changes to Chapter 3 of City code. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.

NEW BUSINESS

1. Water Tower Rehabilitation Project – Water Tower Design and Plant Colors

- Administrator Bromeland stated that the water tower rehabilitation project is scheduled to start April 15, weather permitting, and end by July 10th. While the project consists of both exterior and interior coating work, the most visible portion of the project will include the exterior design of the water tower. When finished, the water tower should be set for another twenty years before another rehabilitation project is needed.
- Council discussed tower designs and colors and asked that the designer provide input to ensure that the white is pure and will not take on blue tones.
- Council Member Whittington moved, seconded by Council Member White, to move forward with option 1 in the blue and white designs, but to include mirroring the top to the bowl to that of the bottom of the bowl and to use paint colors 4086-Safety Blue, 4063-Robotic blue and ultra-white. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.

2. Pricing to Straighten Wings for Snowplow Trucks

- Public Works Director Hartman stated to repair the wings on the snowplow trucks will cost \$6,692, stating that both wings need to be straightened in order for staff to safely attach the cutting edges. It was also explained that the damage to the wings is not from this winter season alone and that the damage poses safety concerns about efficiency and having effective equipment functioning properly when plowing snow.
- Crysteel has the setup to straighten the wings for a cost of \$6,692 and would be paid for out of streets capital outlay funds. Said repairs would be made after the plowing season ends.
- Director Hartman stated he has asked department members to walk around and inspect a vehicle before driving it.

3. Council Member White moved, seconded by Council Member Rohrich, to authorize the repairs to the snowplow wings by Crysteel in the amount of \$6,692. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.

4. Pricing for DR900 Multiparameter Portable Colorimeter

- Public Works Director Hartman explained that recently they encountered a situation where they needed to borrow a chorine analyzer. The City's engineer with Bolton and Menk strongly recommend that the City invest in an analyzer such as the DR900. This device can test for chlorine, fluoride, iron, manganese, etc. and could be able to handle all the City's testing both now and in the future with a new water treatment plant. The City currently uses UC labs for testing.
- Administrator Bromeland stated this equipment would be used to test chemical levels in the water.
- Council Member Rohrich moved, seconded by Council Member White, to authorize the purchase of the DR900 Multiparameter Portable Colorimeter. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.

5. Hiring of Part-Time Public Works Worker

- Administrator Bromeland explained that an application was received from James (Jim) Anderson and that the hiring committee comprised of Jess Steinke with Minnesota Valley Council of Governments, Public Works Director Hartman and herself interviewed Mr. Anderson for the position of part-time public works worker. The committee recommends that Mr. Anderson be hired for the position with a starting pay of Grade 3, Step 1 contingent upon the satisfactory completion of all required conditions for employment.
- Director Hartman stated the primary role of this position will be mowing at the park.
- Council Member White moved, seconded by Council Member Steinberg, to hire Jim Anderson as a part-time Public Works Worker, contingent upon satisfactory completion of all required conditions. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.

6. Hiring of 4th Full-Time Public Works Worker

- Administrator Bromeland stated the hiring committee comprised of Jess Steinke with Minnesota Council of Governments, Public Works Director Hartman and herself interviewed Jacob Beckmann for the position of full-time public works worker. The committee recommends that Mr. Beckman be hired for the position with a starting wage of Grade 8, Step 1, upon successful completion of all required conditions. Mr. Beckmann possesses a bachelor's degree in Recreation, Parks, and Leisure Services.
- Council Member White moved, seconded by Council Member Steinberg, authorizing the hire of Mr. Beckmann as a full-time public works worker upon completion of required conditions. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.

7. Hiring of Community Development Coordinator

- Administrator Bromeland stated the hiring committee comprised of Jess Steinke with the Minnesota Valley Council of Governments, Personnel Committee members Beth Rohrich and John Whittington, a rep from the Eagle Lake EDA, a rep from the Eagle Lake Planning Commission and herself interviewed four candidates for the position of Community Development Coordinator. The committee recommends that Olivia Adomabea be hired for the position.
- A conditional offer of employment has been made to Ms. Adomabea with a starting pay of Grade 8, Step 1. Ms. Adomabea possesses a bachelor's degree in Urban Planning and is currently pursuing a master's degree in Urban Planning. In addition to pursuing her master's degree, Ms. Adomabea has also worked as a GIS intern for Le Sueur County and is currently a Community Development Intern for the City of Chanhassen.
- Ms. Adomabea will be available to start working part-time on April 5th the hours of Wednesdays 8:00 a.m. to noon and Fridays 8:00 – 4:30 until she finishes school. In June she will begin working full-time.
- Council Member Steinberg moved, seconded by Council Member White, authorizing the hire of Olivia Adomabea as the Community Development Coordinator contingent upon satisfactory completion of required conditions. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.

8. Notebook Computer Needed for Community Development Coordinator Position

- The cost of a notebook computer for the newly created Community Development Coordinator position will cost \$887 from CTS.
- Council Member Steinberg moved, seconded by Council Member White, authorizing the purchase of a notebook computer. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.

9. July City Council Meeting Date

- Mayor Norton stated the July Council meeting is scheduled for July 3rd and asked if Council would like to consider moving the meeting to the following week due to potential attendance issues.
- Council Member Steinberg moved, seconded by Council Member White, to move the July Council meeting to July 10th. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.

10. Juneteenth

- Administrator Bromeland explained a bill to establish Juneteenth as a state-recognized holiday was passed on both the house and senate floors and then signed into law by the governor on February 3. The bill goes into effect on August 1, 2023. The holiday recognizes the date on which slavery was abolished in the United States. With the effective date being August 1, 2023, the observance will not interfere with the existing holiday calendar for the current year. Minnesota law states that no public business shall be transacted on any holiday, except in cases of necessity.
- Administrator Bromeland also stated the City's Personnel Policy should be amended to include Juneteenth as a holiday observed, effective August 1, 2023. If the City Council wishes to recognize Juneteenth this

year, then a resolution is needed since it will not be a designated holiday until the law takes effect on August 1st.

- Mayor Norton moved to recognize Juneteenth as a holiday this year. The motion died due to the lack of a second.
- Council Member Steinberg moved, seconded by Council Member White, to recognize Juneteenth as a holiday effective on August 1, 2023. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.

11. Planning Commission Recommendation and Fox Meadows PUD Application

- Administrator Bromeland explained that the Planning Commission reviewed an application for a Planned Unit Development within Fox Meadows development for Lot 1, Blocks 2, 3, and 6 at their meeting on February 27th. Following review of the application, the Planning Commission found that the Planned Unit Development (PUD) satisfies the intent of the ordinance and does not jeopardize the public health, safety, or welfare and to recommend to the City Council to set a public hearing.
- The PUD is being sought to create a new Common Interest Community (CIC) within the Fox Meadow development. Per the applicant, the CIC will consist of two types of dwellings. The first type will be twin homes located in Blocks 3 and 6. Each half of a twin home will become a separate lot and will eventually be sold to a homeowner. The second type will be single family homes located in Block 2. Each of the single-family homes will become a separate lot and will eventually be sold to a homeowner. The greenspace and driveways will be owned by the same homeowner's association as the twin homes.
- To approve a proposed Planned Unit Development, the Council must find that the proposed use meets one or more of the requirements listed in Section 6.195, Subdivision 2. Per staff's review, the proposed use appears to meet Subdivision 2(D) and E.
- Mayor Norton stated she participated in the Planning Commission meeting and mentioned concerns she has relating to outdoor maintenance and stated Mr. Schrom stated the property management company he uses has worked well for him relating to outdoor work.
- Other Council discussion included that a covenant is not subject to City Council approval and that the City is not able to enforce a covenant.
- Administrator Bromeland explained that a PUD allows for different types of housing not currently in Eagle Lake and diversifies housing types.
- Council Member Steinberg moved, seconded by Council Member Rohrich, to schedule a public hearing at the April 3rd City Council meeting for a Planned Unit Development within the Fox Meadow development. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.

12. Create Task Force for Community Center (Mayor Norton and Member Steinberg)

- Administrator Bromeland stated that Mayor Norton and Council Member Steinberg expressed interest in establishing a Community Center Task Force to explore the feasibility of a community center in Eagle Lake. She also noted that a task force is just a fact finding committee and is not authorized to incur expenditures without prior authorization by the City Council. It was also noted that no more than two council members could serve on this task force to abide by the open meeting laws.
- Council Member White moved, seconded by Council Member Rohrich, authorizing the formation of community center task force. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.

OTHER

- None

CITY ADMINISTRATOR REPORT

1. Water Treatment Plant Bonding Request

- Mayor Norton and Administrator Bromeland will be traveling to St. Paul on Wednesday to testify on behalf of HF 144. The City of Eagle Lake is seeking a \$1,150,000 appropriation for a grant for predesign and design work necessary for the construction of a new water treatment plant.

2. CDL Requirements

- On February 7, 2022, new rules for CDL applications went into effect. The requirements now require all CDL applicants prove that they've followed federally approved training curriculum provided by a federally approved instruction. To obtain a CDL, applicants must complete a theory training, either online or in class, and then also complete behind the wheel training. It is estimated that it will now cost approximately \$3,000 to have public works staff obtain their CDL.

3. Carbon Reduction Grant Submitted

- A Carbon Reduction Grant application was submitted to try to help offset costs associated with the Eagle Lake Pedestrian Connectivity Project. City staff will work to modify the grant application as needed to meet program eligibility requirements.

4. Preparing for EAB Grants Application Submitted

- A Preparing for EAB Grants application was submitted in the amount of \$6,300 to remove and replace seven ash trees from Lake Eagle park. Funding for the program has significantly decreased compared to what was available last year when the City was awarded a grant to remove and replace ten ash trees.

5. TA Grant Application Submitted

- An ATP-7 Transportation Alternatives Solicitation Full Application from the City of Eagle Lake was submitted on January 13th. A presentation was made to the ATP Review Committee on March 1st. If awarded funding, the project may be able to commence in federal fiscal year 2026, a year ahead of what was initially anticipated when the application was submitted, due to additional funding that might be available for the program.

6. Two Applications Received for Planning Commission Vacancies

- Two applications have been received for the two vacancies that presently exist on the Planning Commission. The applications will be forwarded to the Planning Commission for review at their upcoming meeting. A recommendation to appoint will be forthcoming to the City Council for the April 3rd meeting.

7. Overview of Planning Process for Possible Future New Fire Hall

- As requested at a budget workshop, there was \$5,000 budgeted for a feasibility study relating to a new fire hall. Fire Chief Simpson and Assistant Fire Chief Talle would like to start this discussion and to look at financing options. There are no reserve funds for this project.

8. Upcoming Safety Loss Training

- The League of Minnesota Cities will be hosting a safety loss training in Mankato on April 5th. The afternoon session is one that would be beneficial for all office staff to attend. Administration Bromeland asked if the office could be closed that day at noon for the rest of the day. Council authorized this request.

9. Spring Clean Up

- Spring clean up will be held on May 13th. Per LJP this event will be a drop off event with no curbside pickup.

COUNCIL REPORTS

1. Council Member Rohrich stated that Community Education did not choose Eagle Lake for a summer Aces site.
2. Council Member Rohrich stated that adult basketball will begin this Wednesday in the Eagle Lake school gym. This event will be held March through April based on gym availability and then will hopefully return in September.

3. Council Member Rohrich requested that staff look into street sweeping and mosquito spraying earlier this year.
4. Council Member Steinberg reported that Music on Parkway will take place again with events being planned for June, July and August. The June event will be held at Lake Eagle Park due to the water tower rehabilitation project.
5. Mayor Norton stated she attended the League of Minnesota Cities Newly Elected Officials training which provided her with great information.
6. Mayor Norton explained that she attended an Emergency Management meeting with Administrator Bromeland, Police Chief Kopp, Public Workers Director, and Eric Weller, Paul Barta and Sheriff Wersal with Blue Earth County. An item of concern for her was learning that the City has no generators, other than a couple of smaller household generators. Council discussion followed.
7. Council Member Rohrich stated that it would be helpful to drafted language that residents could use to contact state legislators relating to the bonding bill would be helpful.
8. Public Works Director Hartman informed Council that the location of where the temporary pole for Verizon will be located and stated the location has been painted.

ADJOURNMENT

- Council Member White moved, seconded by Council Member Rohrich, to adjourn the meeting at 7:49 p.m. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.

Lisa Norton, Mayor

Kerry Rausch, Deputy Clerk