

**CITY OF EAGLE LAKE
CITY COUNCIL MEETING
APRIL 1, 2024**

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, Community Development Coordinator Olivia Adomabea, Public Works Director Andrew Hartman, 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 Steinberg, to approve the March 4, 2024 City Council minutes. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.**

CONSENT AGENDA

- **Council Member White moved, seconded by Council Member Rohrich, to approve the consent agenda.**

Monthly Bills	Treasurer’s Report	Public Works Report
Fire Report	BECSO Report	Gambling Report
Building and Zoning Permits		
Res. 2024-19 Appoint Brudvig to Fire Dept Reserves		
- **The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.**

PUBLIC HEARING

1. Preliminary and Final Plat for Bauer Jackson Addition
 - Mayor Norton opened the public hearing with no comments being offered. The public hearing was closed.

NEW BUSINESS

1. Preliminary and Final Plat for Bauer Jackson Addition
 - Community Development Director (CDC) Adomabea explained that there was no quorum at the March Planning Commission meeting so the preliminary and final plats for the Bauer Jackson addition

(R12.10.18.201.019) is before the Council for consideration. The present zoning of this parcel is R-3 Limited Multiple Family Residential District.

- Ms. Adomabea also explained that the city's discretion in approving or denying a preliminary and a final plat is limited to whether or not the proposed plat meets the standards outlined in the subdivision regulations and zoning ordinance. If it meets these standards, the city must approve the preliminary and final plat. The code regulations needing to be considered are Chapter 5, Subdivision and Development Regulations, Shoreland Management, and wetland protection. The developer's agreement will cover other items needed.
- Ms. Adomabea stated this parcel was rezoned to Limited Multiple Family Residential District after the February 27, 2023 Planning Commission meeting. The applicant is seeking to develop the proposed plat of 2.39 acres into four (4) apartment buildings with sixteen (16) bedroom 8-plex for each apartment building. The applicant and their engineer met with city staff to discuss the proposed plans and project and indicated that the concept plan is only exhibiting potential plans and use of the site and is subject to change. The applicant indicated they do not have a final development plan yet and are seeking to have only the plat recorded at this time.
- Ms. Adomabea stated it is believed that the construction of the proposed 8-plexes could result in more use of existing parks. The developer has the option to include parkland within the development or pay a parkland dedication fee.
- Ms. Adomabea explained that all standards of approval have been met and therefore staff are recommending approval of the preliminary and final plats.
- Discussion included the need to ensure there is adequate turn around space for emergency vehicles. Once the plans have been reviewed by the city's engineer, emergency response needs will be reviewed.
- Justin Bauer, developer, stated that he will be looping the water main at the southwest corner of this parcel.
- **Council Member Steinberg moved, seconded by Council Member White, to approve the preliminary and final plats for the Bauer Jackson Addition. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.**

2. AWAIR Policy

- Administrator Bromeland explained that before Council is a safety policy titled A Workplace Accident and Injury Reduction Program (AWAIR). This model policy has been vetted by MMUA and the League of Minnesota Cities and has been tailored to fit the City of Eagle Lake. Staff will review and update this policy annually.
- **Council Member Steinberg moved, seconded by Council Member Rohrich, to adopt the AWAIR policy as presented. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.**

3. Employee Right to Know Policy

- Administrator Bromeland stated before the Council is a model Employee Right to Know policy. This model policy has been tailored to fit Eagle Lake.
- **Council Member White moved, seconded by Council Member Rohrich, to adopt the Employee Right to Know Policy as presented. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.**

4. Pricing for New Warming House Door and Painting of Bathrooms

- Administrator Bromeland explained that Public Works Director Andrew Hartman recently obtained pricing for a new door at the warming house to accommodate the automatic locks to be installed. He also obtained pricing to paint the inside and outside of the bathrooms connected to the new park

pavilion. Since these items were not planned for and part of the 2024 budget, approval is needed this evening.

- Administrator Bromeland explained that a proposal from J.R. Murilla Construction in the amount of \$3,200 for a new warming house door has been received. Two quotes from Bellissimo Paint and Coatings. The first one totals \$2,800 to scrape the men and women's bathroom walls and wooden doors as needed, prime the walls and wooden stall doors as needed, and paint the walls and wooden stall doors. The second one totals \$4,100 to pressure wash the exterior of the park bathroom as needed, caulk, fill in new block areas as needed, prime the block and paint the block. The two metal doors on both sides of the bathroom will also need to be painted.
- Administrator Bromeland presented the current park board balance after these expenditures and the known remaining cost to complete the pavilion. The landscaping costs to complete the pavilion project are not known at this time.
- Public Works Director Hartman explained the reason for the new door for the warming house is due to the need to move from a residential door to a commercial door. He also stated the Public Works Department does not have the necessary equipment to paint the restrooms.
- **Council Member Rohrich moved, seconded by Council Member Steinberg, to accept the bid from Murilla Construction in the amount of \$3,200 and the two bids from Bellissimo Pant and Coatings in the amount of \$2,800 and \$4,100. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.**

5. SWC Resilience Planning Grant Award Agreement

- Administrator Bromeland stated that the grant award agreement has not yet been received and that it should be ready for the May 6th City Council meeting. The City has received notice that it will be awarded \$48,680.
- **Council Member White moved, seconded by Council Member Steinberg, to table discussion on the SWC Resilience Planning Grant Award Agreement until the May meeting. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.**

6. Resolution Approving County Project within Municipal Corporate Limits

- Administrator Bromeland explained that an email was received from Stefan Gantert, Assistant County Engineer with Blue Earth County, informing of bituminous overlay projects on two County State Aid Highways in Eagle Lake in 2024. CSAH 55 (LeRay Ave) between CSAH 56 (598th) and Highway 14 and CSAH 56 (598th Ave) between CSAH 17 (Parkway Ave) and Highway 14. In addition to the bituminous overlays, the projects will include upgrades to pedestrian ramps that are non-complaint with ADA. MnDOT State Aid is requesting municipal consent because the projects are within Eagle Lake city limits.
- Administrator Bromeland also stated that according to Mr. Gantert, vehicles will always have access to CSAH 55 and 56 during the bituminous overlay projects.
- **Council Member Whittington moved, seconded by Council Member Steinberg, to approve Resolution 2024-20. The motion carried with Council Members Steinberg, Rohrich, White, Whittington, and Mayor Norton voting in favor.**

OTHER

1. Blue Earth County Sheriff's Office Update

- Lieutenant Gahler introduced Deputies Nick Lewis and Dan Grassman who have 13 years and 15 years of service respectively. Once they have completed training, they will be assigned to Eagle Lake.

- Today's open house in Eagle Lake was well attended. Lieutenant Gahler thanks all who attended.

2. Impound Update

- Lieutenant Gahler stated that he has met with the owner of Bella House of Doodles to learn how they can assist with the impounding of dogs. A contract is being drafted to set details of the agreement.

3. Recap of Congressional City Conference

- Administrator Bromeland and Mayor Norton reviewed highlights of the Congressional City Conference with a PowerPoint.
- Administrator Bromeland expressed the value of attending this conference and stated it would be worthwhile to budget for this annually, especially when the City is wanting to submit congressionally directed spending requests.

4. Dog License and Registration Discussion

- Administrator Bromeland reviewed the current process of licensing dogs and stated there are 233 dog licenses with 60 licenses expired. The burden of the current licensing process is the mailing of 75-100 letters each year and the time and cost of the monthly mailings. Blue Earth County has one microchip reader for the County, but Bella's House of Doodles has one the officers can use. Eagle Lake has typically impounded about six (6) dogs a year.
- Council discussion included the desire to minimize loose dogs, to address the issue of the same dogs repeatedly loose. The council indicated that they would like to discuss this issue more at the May City Council meeting.

CITY ADMINISTRATOR REPORT

1. Highway 14 Eagle Lake Corridor Study Update

- The Project Management Team (PMT) meeting #1 will take place on April 3rd at 2:00 p.m. City Administrator Bromeland and the Community Development Coordinator Adomabea will attend the meeting on behalf of the City. Following the meeting, an update will be provided related to the schedule and public involvement activities.

2. YTD Revenue and Expenditure Report

- This report has been included in the Council packet for informational purposes only.

3. Mankato Area Public Schools Community Education Summer 2024 Update

- Mankato Area Public Schools Community Education has provided a proposal for 2024 summer programs which include three Rec on the Go visits and a kickoff summer event including an outdoor movie, Rec on the Go trailer with games and activities, face painting, and popcorn.

4. Assessment/Open Book Meeting Notice

- The upcoming Open Book meetings for Eagle Lake will be the week of April 22-26, 2024 at Blue Earth County. The purpose of the meeting is to determine whether property in the jurisdiction has been properly valued and classified by the assessor. If residents believe the value or classification of their property is incorrect, they can contact the assessor's office to discuss their concerns. If they are still not satisfied with the valuation or classification after discussing it with the assessor, they can appear before the County Board of Appeals and Equalization. The board will review the valuation, classification, or both if necessary, and shall correct it as needed.

5. Earth Day Community Activity

- Earth Day 2024 is scheduled for Monday, April 22nd. City staff proposes that the City offer residents garbage bags and gloves to help pick up trash at local parks and around town.

6. Lead Line Service Inventory and Next Steps/Timeline

- The City of Eagle Lake's application for funding to complete a lead service line inventory has been approved. The application was submitted last summer. Bolton and Menk will be assisting with the inventory process. The funding for Eagle Lake will allow for up to \$75,000 in charges from Bolton and Menk to complete the process. All public water systems must complete and submit to the state a lead service line inventory by October 16, 2024.

7. Damaged Trees on Parkway Avenue

- Two boulevard trees along Parkway Avenue were hit within the last couple of months. The City's community forester, Nathan, inspected both trees and reported that one seems to be healing well and is closing its wound. The other tree is having a harder time due to the wounds being spread out more on the trunk. Nathan will be adding soil when the weather permits. Nathan has advised that both trees should be able to survive but he will continue to monitor them over the next several months.

8. Recap of LMC Day on Hill and CGMC Legislative Action Day

- Council Member Rohrich, Community Development Coordinator Adomabea, and Administrator Bromeland attended the LMC Day on the Hill on March 14th. It was a full day of legislative updates, comments from Governor Walz, informal meetings with legislators, sitting in on a house hearing, and a tour of the MN State Capitol.
- Mayor Norton, Council Member Whittington, and Administrator Bromeland attended the CGMC Legislative Action Day. That too was a full day of legislative updates, meetings, with legislators, and a reception/dinner with legislators and other Greater MN Cities.

9. Generator for City Hall and Wells Update

- City staff has been working with vendors to obtain pricing for a generator for City Hall and the wells. Proposals will be included on the May 6th City Council agenda for review and approval. One-time public safety funds will be used for this purpose.

COUNCIL REPORTS

ADJOURNMENT

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

Lisa Norton, Mayor

Kerry Rausch, Deputy Clerk