

**Special City Council Meeting
January 3, 2005
Annual Meeting Agenda:**

I. CALL TO ORDER

Acting Mayor Scott Keigley called the meeting to order at 7:39PM.

II. ROLL CALL

Present: Joy Bertsinger, Jackie Hall, Scott Keigley, Kevin McDermott, Tom Novak, Clerk Nymann, and members of the Community.

III. SWEARING IN NEWLY ELECTED OFFICIALS

Clerk Nymann swore in the following elected officials:

Joy Bertsinger	Mayor	2 year term
Jackie Hall	Council	4 year term
Kevin McDermott	Council	2 year term
Tom Novak	Council	4 year term

Bertsinger assumed the position of Mayor and led the remainder of the meeting.

IV. VOTE ON FOLLOWING

Acting Mayor: Scott Keigley

Bertsinger motioned to have Scott Keigley remain as Acting Mayor due to his experience in the position, McDermott second; all in favor, motion carried.

Official Newspaper: News Record

City Attorney: Tom Canan

City Engineer: SEE, Steve Voigt

City Acct./Auditor: Tom Cummings

Bertsinger noted that there has been some discussion on Steve Voigt with SEE. The concern was based around the blacktopping issues that arose, along with other issues. It was stated that the Council could keep SEE and review after a couple of months with new Council. It was also stated that Steve seems to have the best interest of the City in mind, and that the Council needs to show confidence in the City Engineer. **Bertsinger motioned to accept the above representatives of the City, McDermott second; all in favor, motion carried.**

V. **HWY. 52 UPDATE**

On December 22nd, Scott, Joy and Cheryl met with MnDOT, who presented Plan B as a reply to the City's denial of municipal consent. Council. Council had an emergency meeting that same night and voted to have Scott, Joy, and Cheryl set up a meeting with Attorney Ken Moen, which was today at 12:30. Bertsinger reported that there was no concrete information given. All plans were reviewed and discussed, along with a 'mandamous action'(a judge hears both sides and makes the decision). MnDOT has given the City until January 14, 2005 to reconsider it's denial of Plan A. At it's emergency meeting in December, the Council scheduled a Public Hearing on Jan. 6, 2005 to hear from it's citizens. It was noted that at the Public Hearing all points need to be brought out, including that according to MnDOT the lack of the West Frontage road is not a cost issue, and that Plan B is not an option for the City.

At this time, Mayor Bertsinger asked the members of the audience if they had any concerns or goals they want the Council to consider.

Paul Pendergrass

Paul asked Council to consider adopting a Comprehensive Plan that goes along with the Land Use Map. Also, concerned with MnDOT's approach to the Hwy. 52 project. He suggested talking to Pat Hall about the frontage which would run through his property.

Adam Brase

Adam contacted City Hall and stated he was interested in serving on either the Highway 52 Committee or the Parks and Trails Committee. He is a new resident to the area, and he has had experience with the Rochester Convention Board and is willing to chair a committee. **Hall motioned to appoint Adam Brase to the Parks Committee, Bertsinger second; all in favor, motion carried.** Kevin McDermott will be the Council rep on the Parks Committee. Council asked Adam to attend the Jan. 19th regular city council meeting.

Mary Burnett

Mary Burnett is currently the reporter for Oronoco for the News Record. She stated that she is pleased as a citizen with the new Council, and that highway 52 is a concern for residents

VI. **CONCERNS/GOALS OF COUNCIL**

Mayor Bertsinger previously had the council fill out a questionnaire which depicted Councils concerns, and goals for 6 months, 1 year, and 2 years. Condensed concerns are Hwy 52, City Water/Sewer, Archives, Comp time, Organize office, River Oaks Subdivision, Old Town deterioration, planning for the future, City's website, Education for Ward, Committees, Council/Community Division, Repairs to the Community Center, City employee wages

Discussion on the above concerns was as follows:

Hwy. 52

Was discussed earlier. Council needs to hear input from the citizens of Oronoco before making any decisions. The options were discussed, and will be discussed at Thursday nights Public Hearing.

Water/Sewer

Questioned if this committee needs to be revitalized. Hall stated she would be interested in sitting on this Committee. Bertsinger has a meeting on Jan. 7th at 9am with Sheila Craig to discuss grants for planning of water and sewer. Mary Burnett indicated that she would like to do a feature article on water and sewer. Keigley stated he is in favor of water, but has mixed feelings about a sewage treatment plant. McDermott stated that it is a concern and if there was a sewage treatment plant it has to be a properly functioning system. Novak asked if the City thought about teaming up with Rochester. At one time, there were interregional grants available, but it is unknown as to whether those grants are available yet. Both Bertsinger and Hall indicated that something is needed, whether it's a plant, community system, or individual, something needs to be done. There was a suggestion to have educational meetings for Council and Block meetings with residents to determine needs. Bertsinger indicated that the Hwy. 52 was the City's first priority, and that Clerk Nymann could keep an eye out for grants on water and sewer.

Archives

Clerk Nymann stated that this and organizing the office are of foremost concern, so information could be easily retrieved. The archives need a lot of work, and wondered about displaying artwork from James Kern, along with the old books, and other pictures. The archives need to be organized, with shelving needed. The only cost down there would be in constructing the shelving.

River Oaks Subdivision

The reason that this is difficult is that the proper planning tools aren't in place. It was stated that the City needs to work with Planning & Zoning and utilize them more. They should be able to give the City an overview on issues at hand.

Council Meetings

Bertsinger stated that the Council is always meeting twice a month, and that maybe a scheduled second meeting for Council should occur. Keigley stated that if P & Z could get more involved the meeting shouldn't take quite as long. Clerk Nymann suggested that if the meetings are going to two per month, have one meeting for financial and committee reports, the other for everything else. Also, keeping to the 1 week deadline prior to Council meeting for info to be submitted, along with having a Public Forum after the Committee Reports should help keep the meetings shorter. Bertsinger suggested having Point of Order brought up also. Community input should be only in the Public Forum section, not throughout the meeting. It was decided to discuss more about this at the regular January meeting.

Old Historic Oronoco

Novak stated that the older, historic part of town needs to be taken care of. He would like to see quaint, smaller, aesthetically pleasing buildings. Thoughts of P & Z to incorporate these ideas of the small town feel into the ordinances should be

considered. This will take work and vision, and maybe grants could be considered for this, and working for the future.

Website

Currently the Clerk, Joy, Lee Forstie, and Al Hanson take care of the web site. BSOP and the grant acquired for it was explained. Clerk Nymann would like to have the permits, applications, and Ordinances put onto the website. Novak stated that he would be interested in this area. Clerk Nymann will put him in contact with Lee and Al.

Committees

Committees need to be kept going, and are currently done through the Clerk's Office with the newsletter, website, and council suggestions. Along with other committees, Hall thought there should be a housing committee to look at the seniors needs for housing. Having a 6-8 unit set up is what the City was looking at. Bertsinger stated that Carol Olson was also interested in this. It was determined that this should begin in the Planning & Zoning Committee, and then it could break off into it's own committee.

Council/Community Division

Bertsinger thought the Council was off to a good start finding interests, and concerns and stated that everyone brings individual viewpoints....which help work towards a common goal / purpose.

Community Center Repairs

Bertsinger suggested a committee to go through room by room and prioritize the items that need attention. She suggested that Clerk Nymann and Ward be on this Committee because they are here every day. Having a rep from the groups that utilize the facility on a regular basis was suggested. Maybe Ed Murray would be interested, along with someone from the seniors and township along with Mary Lubahn because she was on it before.

COUNCIL REP'S ON CITY COMMITTEES ARE AS FOLLOWS:

<i>DOGR:</i>	<i>Full Council</i>
<i>Fire Dept & 1st Responders:</i>	<i>Scott Keigley</i>
<i>Community Center:</i>	<i>Joy Bertsinger, Clerk Nymann, Ward Field</i>
<i>Water/Sewer:</i>	<i>Full Council & Then break out into a Committee</i>
<i>Parks & Trails:</i>	<i>Kevin McDermott (Adam Brase is Chairman)</i>
<i>Personnel:</i>	<i>Scott Keigley, Joy Bertsinger</i>
<i>Planning & Zoning:</i>	<i>Tom Novak, Jackie Hall</i>
<i>BSOP:</i>	<i>Tom Novak, Joy Bertsinger</i>
<i>Lake Shady:</i>	<i>Kevin McDermott</i>

GOALS:

- A. 6 Months
 - 1. Finalize Hwy. 52 Negotiations ~ Outside attorney not needed
Sheriff Borchardt needs to weigh in on this issue also. Capt. Lawler and Sgt. Darnell will be present at the Public Hearing on Thur. Mayor Bertsinger had a copy of her letter to the County Commissioners for their upcoming meeting when they will be presented with 'Plan B', which states safety and jurisdiction concerns. John Stolp and Gwen Holt also submitted a letter to the County Commissioners. {See Attachment}
 - 2. Establish City Vision ~ Comprehensive Plan > Suggested to have Council take 1 chapter at a time and take 15 minutes to discuss. But first, have P & Z and City Engineer weigh in on that Chapter. Have 1st Chapter to P & Z for January meeting, and have Chapter 1 on March's Council Meeting. Tom Canan will receive final draft for his review.
 - 3. Revamp Filing System (Office & Archives)
 - 4. Agreement on Jech Property
 - 5. Committees Formed ~ Contact Residents via newsletter & Council
 - 6. Unite Community Members ~ Important to keep both sides (east and west side of the highway) together
 - 7. Update Ordinances ~ Check with P & Z, Attorney, Engineer

- B. 1 Year
 - 1. Comprehensive Plan ~ Housing and Density concerns; developers would be encouraged to stay aware of the land use plan for their potential buyers.
 - 2. 52 Begins on Schedule (Stay on top of progress)
Ask MnDOT if they can put up cameras for the project like they did in Rochester; The City's website has a link to MnDOT's website.
 - 3. Get investors involved in City ~ Grants, Investors
 - 4. Water / Sewer
 - 5. Park & Trails
 - 6. Establish communications with Rochester CC ~ be proactive, not passive
Network with other City Officials, conferences
 - 7. Housing Committee
 - 8. Post permits & ordinances on website
 - 9. Community Center ~ Research for Grants

- C. 2 Years
 - 1. Hwy. 52
 - 2. Pass City Plan for Water/Sewer
 - 3. Establish Oronoco as the Community Leader ~ Improve Infrastructure
 - 4. Increase Businesses ~Marketing (Talk to Mike B. about TIF, utilize EDA)
 - 5. Begin Renovation of Downtown ~ Capitalize on Hwy. 52 improvements
 - 6. Prepare MnDOT & DNR Grants ~ Review past grants, work with parks committee
 - 7. Committees set short / long term goals

OTHER ITEMS OF DISSUSSION:

- Open Meeting Law
- Attendance at Southeastern League of Municipalities on Jan. 27th in Mantorville; It's a good networking opportunity for everyone. Clerk Nymann must post as special meeting because Jackie, Tom, Joy, and Kevin will be attending, along with Clerk Nymann
- It was determined that the following will be attending the LMC Newly Elected Officials Conference on Jan. 28th & 29th: Tom, Kevin, Jackie, Joy
Clerk Nymann will take care of registration & accommodations
- The Council will do a drive thru of the City this Spring; it will need to be posted as a meeting
- Public Forum: Discussed earlier about Point of Order; also suggested having a time keeper for the public forum portion
- Thursdays Public Hearing: 'Plan B' map already up; all tables (excluding Council) will be moved out and set up with chairs; sound system needs to be heard in back;
Bertsinger motioned to have Clerk contact someone for setting up both rooms for sound, Hall second; DISCUSSION: Friendly amendment to have maximum spending for this at \$300, if more, mayor will decide if it needs to be increased; **all in favor, motion carried.**; setting guidelines for speakers: a. limited to three minutes, b. if their repetitious, they need to come forward and say I agree with.... c. they need to walk up to microphone, give name and address to Sandy, d. use of appropriate language; also, A 'facts' sheet needs to be prepared for the Public Hearing, including estimates on cost to residents. Clerk Nymann and Bertsinger will prepare these. Mayor Bertsinger will begin the Public Hearing with introduction and background of the project.
- Keigley suggested having nice certificates for Jason and Dick for their dedicated service to the City and have it ready for the next Regular Council Meeting; Clerk Nymann will prepare this.
- Council needs to be unified & Progressive, and the community must realize that change is for the better and we have the potential for success compared to other towns. And the Community needs to be involved so not to stretch the Council too thin.

VII. ADJOURNMENT

Keigley motioned to adjourn at 10:00PM, Hall second; all in favor, motion carried.

Respectfully Submitted:


Joy Bertsinger, Mayor


Cheryl Nymann, Clerk/Treasurer