

**City of Oronoco**  
**September 20, 2022**  
**Regular City Council Meeting**  
**MINUTES**

**I) CALL TO ORDER**

Mayor Ryland Eichhorst called the September 20, 2022, Regular Meeting to order at 6:35 p.m.

**II) ROLL CALL**

COUNCIL PRESENT: Mayor Eichhorst; Councilors Bergner, Richards, Phillips and Krause

COUNCIL ABSENT: None

STAFF PRESENT: Interim Administrator Sunny Bjorklund Schultz

**III) APPROVAL OF AGENDA (as is or as amended)**

Motion by Richards, seconded by Phillips to approve the agenda as amended (a) to table Item H. 3 until November and (b) to move Items H.2 and IX.A forward on the agenda, to follow Item B. Voice vote followed. Motion carried (5-0).

**IV) PRESENTATIONS**

**A. ACTION: Resolution 2022-23 Setting 2023 Preliminary Budget and Levy**

Mayor Eichhorst presented an overview of the 2023 Preliminary Budget prepared over the course of several workshops, culminating in a balanced budget of \$1,376,782.36. To support the budget, the 2023 Preliminary Levy is presented at \$1,075,534, which includes \$1,029,233 General Fund Levy plus \$46,311 to cover debt service on two bonds (\$30,264 + \$16,047).

Motion by Eichhorst, seconded by Bergner to adopt Resolution 2022-23 approving Preliminary 2023 Budget and Preliminary Tax Levy. Roll call vote followed. Motion carried (5-0).

**V) PUBLIC FORUM (3-minute time limit per person)**

With no one coming to the podium, after three calls, Mayor Eichhorst closed the Public Forum at 6:50 pm

**VI) DEPARTMENTS & COMMITTEE REPORTS**

**A. OCSO – Sgt. Mark Chambers**

Sgt. Chambers was present to answer any questions from council or audience. There were none.

**B. PLANNING & ZONING**

**1. Proposed 6-Month Moratorium on Firearm Sales (for new applicants)**

Motion by Bergner, seconded by Richards to approve a six-month moratorium on firearm sales and other business ventures cited in the 09/08/22 Planning and Zoning minutes for new business applicants as recommended by the Planning and Zoning Commission. Voice vote followed. Motion carried (5-0).

**REVISIONS TO AGENDA PER ITEM III ABOVE:**

**H. 2. City Administrator → from Interim to Hire**

Motion by Richards, seconded by Bergner to appoint Sunny Bjorklund Schultz as City Administrator, thereby eliminating the Interim portion of her title. Voice vote followed. Motion carried (5-0).

**IX.A. Selecting New Vice-Chair**

Motion by Richards, seconded by Krause to name Councilor Phillips Vice-Chair, filling the vacancy left by Lori Novak when she retired, Voice vote followed. Motion carried (5-0).

**C. WATER & SEWER – City Engineer Joe Palen**

1. Update: WWTF Contract 1 project
2. Update: WWTF Contract 1 Change Order #1 (nothing in packet; Joe Palen will report)
3. Update: Resident Notice #9 available to public at City Hall & on City Website & Facebook
4. Update: Resident Notice #10 available to public at City Hall & on City Website & Facebook
5. Update: Resident Notice #11 available to public at City Hall & on City Website & Facebook
6. FYI: Unapproved Minutes of September 13, 2022 Water & Sewer Committee meeting
  
7. Resolution 2022-21 RESOLUTION DECLARING COST TO BE ASSESSED AND ORDERING PREPARATION OF PROPOSED ASSESSMENT  
Motion by Eichhorst, seconded by Bergner to adopt Resolution 2022-21 Declaring Cost to be Assessed and Ordering Preparation of Proposed Assessment. Roll call vote followed. Motion carried (4-0; Councilor Richards absent).
  
8. Setting Special Meeting for October 4, 2022 to Approve Resolution Notice of Hearing on Proposed Assessment & to Review Preliminary Assessment Roll  
Motion by Eichhorst, seconded by Phillips to schedule a Special Meeting for October 4, 2022 at 5:30 p.m. to Approve Resolution Notice of Hearing on Proposed Assessment & to Review Preliminary Assessment Roll. Voice vote followed Motion carried (4-0)
  
9. Metering & Technology Solutions – Estimate for Water Meters  
Motion by Eichhorst, seconded by Krause to approve estimate from Metering & Technology Solutions for purchase of 60 water meters in the amount of \$18,525.00. Voice vote followed. Motion carried (4-0; Richards absent).

**D. STREETS & ROADS**

**E. PARKS & TRAILS -- No meetings in August or September**

**F. PUBLIC WORKS**

1. FYI: Water Shut Down proposed for September 22, 2022

**G. DOWNTOWN ORONOCO GOLD RUSH DAYS – Chair, Mayor Ryland Eichhorst**

1. FYI: Approved Minutes of August 8, 2022

**H. PERSONNEL/COMMUNITY CENTER**

1. Update: Clerks Academy, Training for Deputy Clerk, Sept. 8-9, Saint Paul  
Deputy Clerk Rohe gave a brief overview of her training at the Clerks Academy.
2. Discussion: ~~City Administrator~~ → *Per Item III, this item was moved up in the agenda (p.1)*
3. Discussion: ~~Public Works Director~~ → *Per Item III, this item was tabled until November*

**I. FIRE DEPARTMENT**

1. FYI: OFD Relief Association Minutes of August 8, 2022
2. FYI: OFD Fire Department Minutes of August 8, 2022

3. FYI: August RUNS = 1 (shed fire on 8/6, per minutes)
4. PERSONNEL –  
All Approved one motion; M: Bergner 2<sup>nd</sup>: Krause Vote: 4-0 (Richards absent)
  - a. Approve Tucker Loy as new OFD member
  - b. Accept retirement of Brian Sisell (13 years)
  - c. Accept resignation of Bryan Day (moving out of state)
5. FYI: OCTOBER 12, 5-7p.m., OPEN HOUSE for FIRE PREVENTION WEEK. Theme this year is “Fire won’t wait. Plan your escape”
6. Resolution 2022-22 Accepting Donation  
Motion by Eichhorst, seconded by Phillips to adopt Resolution 2022-22 Accepting Charitable Gambling Funds from the Oronoco Fire Relief for the month of August in the amount of \$353.56. Roll call vote followed. Motion carried (4-0; Richards absent).
7. Approve iPads in main First Responder & Fire Department Vehicles, devices & carrier services (included in Preliminary 2023 Budget)  
Motion by Eichhorst, seconded by Phillips to approve the purchase of two iPads and three mounts and to authorize a service plan to operate the equipment. Voice vote followed. Motion carried (4-0; Richards absent).
8. FYI: BILLS
  - a. \$619.80 Fire Safety USA, turnout gear (flashlights and gloves)
  - b. \$137.95 (557.75-419.80CR) Fire Safety USA, turnout gear (hoods)
  - c. \$132.25 Herold Flags

**J. FIRST RESPONDERS**

1. FYI: August RUNS: 7 City; 9 Township
2. FYI: PERSONNEL
  - a. Accept resignation of Geneva Day (moving out of state)
3. FYI: BILLS
  - a. \$253.76 Johann Sonnenberg, diesel and 6 first responder bags
  - b. \$1033.59 American Red Cross, training invoice 22441685
  - c. \$673.59 American Red Cross, training invoice 22471307
  - d. \$500.00 Lori Bachman, RN to EMT bridge class
  - e. \$647.00 Danielle Johnson, Fisdap and RN to EMT
  - f. \$647.00 Shannon Huschka, Fisdap and RN to EMT

**VII) PETITIONS, REQUESTS & COMMUNICATIONS**

None.

**VIII) UNFINISHED BUSINESS**

None.

**IX) NEW BUSINESS**

A. ACTION: Selecting New Vice-Chair → *Per Item III, this item moved forward on agenda, see p.2*

**X) CONSENT AGENDA –**

1. ACTION: Staab construction Pay Request #9 for \$2,494,190.80
2. ACTION: Fitzgerald Excavating & Trucking Pay Request #7 for \$699,918.49

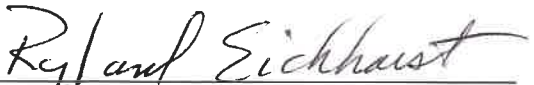
3. ACTION: FINANCIALS

- a. \*Pine Island Bank report
- b. \*Invoice Status Report for August 2022
- c. \*Water Summary for August 2022
- d. Budget Comparison as of August 31, 2022 (with YTD actuals as %age of CY budget)

Motion by Eichhorst; seconded by Bergner to approve the Consent Agenda as presented. Voice vote followed. Motion carried (4-0; Richards absent).

**XI) ADJOURNMENT**

Motion by Krause; seconded by Bergner to adjourn the September 20, 2022, regular meeting at 8:10 p.m. Motion carried.

  
\_\_\_\_\_  
Ryland Eichhorst, Mayor

  
\_\_\_\_\_  
Sunny Bjorklund Schultz, Interim City Administrator