

**City of Oronoco  
City Council  
November 15, 2022  
Regular Meeting  
MINUTES**

<https://us02web.zoom.us/j/89245859002>

**I) Call to Order**

Mayor Eichhorst called the meeting to order at 6:30 p.m.

**II) ROLL CALL**

Present: Mayor Eichhorst; Councilors Jim Phillips, Dana Bergner, Jim Richards, Jim Krause

Absent: None

Others Present: Joe Palen, Consulting City Engineer; City Administrator Sunny Bjorklund Schultz

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

Motion by Bergner, seconded by Richards, to approve Agenda as amended to add Outstanding Citizen discussion as Item A. under section VIII: Petitions, Requests & Communications as requested by Mayor Eichhorst.

Voice vote followed; Motion carried (5-0).

**IV) CANVASSING BOARD**

Minn. Stat. 205.185 Subd. 3 (a) reads in part:

“Between the third and tenth days after an election, the governing body of a city conducting any election including a special municipal election...in November shall act as the canvassing board, canvass the returns, and declare the results of the election.”

Accordingly, Resolution 2022-xx is offered to facilitate the council’s action as the canvassing board.

\*ACTION: Resolution 2022-32 Declaring Results of the November 8, 2022 Election

Motion by Eichhorst, seconded by Phillips, to adopt Resolution 2022-32: A Resolution of the City Council Acting as the Canvassing Board to Canvass the Returns and Declare Results of the November 8, 2022 Election as presented.

Roll call voted followed; Motion carried (5-0).

**V) APPROVAL OF MINUTES**

~~A. 10/04/22 City Council Special Meeting to Adopt Special Assessment Roll~~

~~B. 10/18/22 City Council Regular Meeting~~

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

After three calls for public comment, Mayor Eichhorst closed the Public Forum at 6:40 p.m.

**VII) DEPARTMENTS & COMMITTEE REPORTS**

**A. OCSO – Sgt. Mark Chambers**

Not present; no report.

**B. WATER & SEWER – CITY ENGINEER JOE PALEN**

Consulting Engineer Joe Palen provided reporting on each of the following items:

1. FYI: November 8 meeting cancelled because of election
2. Update: WWTF Contract 1 project

3. Update: Sanitary Sewer Collection System and Watermain Improvements Contracts 2-3
4. \*ACTION: Letter: Low Pressure Sewer Access Easement & Maintenance Agreement and FAQs  
Motion by Eichhorst, seconded by Phillips, to approve the Stantec Letter as amended and authorize its distribution via hand-delivery by Stantec to those property owners who have not yet executed the Low Pressure Sewer Access Easement & Maintenance Agreement.  
Voice vote followed; Motion carried (5-0).
  
5. ACTION: Objections to Phase 1A Wastewater System and Water Distribution Improvement Assessments  
None.
6. Update: Resident Notice #14 available to public at City Hall and on City Website & Facebook
7. Update: Resident Notice #15 available to public at City Hall and on City Website & Facebook
8. \*ACTION: Oronoco Estates Mobile Home Community (OEMHC)  
RESOLUTION 2022-33: APPROVING JOINT AGREEMENT WITH TOWNSHIP FOR OEMHC SPECIAL ASSESSMENTS COLLECTED BY COUNTY FOR TOWNSHIP TO BE PAID DIRECTLY TO CITY  
Motion by Eichhorst, seconded by Bergner, to adopt Resolution 2022-33 approving a Joint Agreement with Oronoco Township for Oronoco Estates Mobile Home Community (OEMHC) Special Assessments Collected by Olmsted County on behalf of Oronoco Township to be paid directly to the City of Oronoco and authorizing execution of the corresponding Agreement with the Township.  
Roll Call vote followed; Motion carried (5-0).

**C. FIRE DEPARTMENT**

1. FYI: RUNS = 4 (11/05 MVA, 10/25 MVA-support of OFR, 10/19 lift assist twice)
2. FYI: Accept retirement of Pat McGovern
3. \*FYI: 2022 Payroll
4. \*FYI: BILLS
  - a) \$500.00 Fire Safety USA – strainer (approved last month)
  - b) \$13,360.00 Fire Safety USA – five sets gear (approved earlier this year)
  - c) \$200.50 Fire Safety USA – Fire extinguisher equipment repair/maintenance

**D. FIRST RESPONDERS**

1. FYI: RUNS: 2 City; 10 Township
2. \*FYI: 2022 Payroll
3. \*FYI: BILLS
  - a) \$ 98.00 Danielle Johnson: reimbursing NREMT initial application fee
  - b) \$377.64 A-Z Embroidery & Screenprinting, LLC – jackets, Invoice 18573
  - c) \$194.00 A-Z Embroidery & Screenprinting, LLC – jackets, Invoice 18572
  - d) \$356.00 A-Z Embroidery & Screenprinting, LLC – jackets, Invoice 18571
  - e) \$117.78 Dan Sundt – 8/13 Reimbursement for wrist BP cuffs (Target receipt)

**E. EMERGENCY OPERATIONS**

1. FYI: Accept retirement of Pat McGovern

**F. STREETS & ROADS**

**G. PUBLIC WORKS**

1. \*ACTION: Generator Repairs – Request for Replacement

Motion by Krause, seconded by Phillips, to approve an additional \$1,400 to purchase a new injection pump; the Council-approved \$1,400 in October to rebuild the fuel injection pump as requested by Public Works Director Cain Dolan.  
Voice vote followed; Motion carried (5-0).

2. \*ACTION: Diesel Transfer Tank  
Motion by Richards, seconded by Phillips, to approve the purchase of a Diesel Transfer Tank with a pump at a cost of not to exceed \$2,500 as requested by Public Works Director Cain Dolan.  
City Administrator Bjorklund Schultz is to follow up on insurance impact, if any.  
Voice vote followed; Motion carried (5-0).
3. \*ACTION: Mower Replacement  
Motion by Eichhorst, seconded by Phillips, to approve purchase of a new mower at a cost of \$16,546 LESS trade-in of an existing mower for a credit of \$6,500 leaving a balance of \$10,046 as requested by Public Works Director Cain Dolan.  
There was significant discussion on the merits of selling the existing mower versus using it as a trade-in on the purchase of a new one.  
Voice vote followed; Motion carried (3-2, with Krause and Richards opposed thinking the City might be better served in selling rather than trading).
4. \*ACTION: iPad for Department  
Motion by Bergner, seconded by Krause, to approve the purchase of an iPad and mount, along with a Verizon Service Plan (as provided for the Fire Department recently) to be used by the Public Works Department as requested by Public Works Director Cain Dolan.  
Voice vote followed; Motion carried (5-0).

#### H. PLANNING & ZONING

1. \*FYI: Minutes of 10/13/22 Meeting – Approved
2. \*ACTION: REQUEST FOR AN ADMINISTRATIVE SUBDIVISION AND VARIANCE TO LOT SIZE AT 710 MINNESOTA AVENUE SOUTH, ORONOCO, MINNESOTA  
Resolution 2022-28 Denying Lot Split and Variance  
Motion by Eichhorst, seconded by Phillips, to adopt Resolution 2022-28 Denying the Request for an Administrative Subdivision and Variance to Lot Size at 710 Minnesota Avenue South as recommended by the Planning & Zoning Commission.  
Roll call vote followed; Motion carried (3-2, with Bergner and Krause abstaining).

#### I. PARKS & TRAILS

1. \*FYI: Minutes of 07/05/22 Meeting – Approved (no meetings Aug or Sept)
2. \*FYI: Minutes of 10/03/22 Meeting – Approved
3. \*FYI: Minutes of 11/07/22 Meeting – Unapproved

#### J. DOWNTOWN ORONOCO GOLD RUSH DAYS

#### K. PERSONNEL/COMMUNITY CENTER

### VIII) PETITIONS, REQUESTS & COMMUNICATIONS

A. Outstanding Citizen Award

Council received information from the Nominating Committee regarding the Nominee for Oronoco's 2022 Outstanding Citizen Award.

**Motion by Eichhorst, seconded by Bergner, to approve the 2022 Outstanding Citizen Award nominee as recommended by the Nominating Committee.**

**Voice vote followed; Motion carried (5-0).**

IX) UNFINISHED BUSINESS

X) NEW BUSINESS

1. \*Recognize Truth-In-Taxation Hearing scheduled for December 20, 2022 at 6:30 p.m.  
Done.

2. \*Schedule one or more special meeting(s):

- a. for Final budget workshop before setting 2023 Final Budget and Levy, if desired
- b. to review and consider Deferment Application(s) for Phase 1A project
- c. to review Unpaid Utility Bills and schedule Public Hearing for Special Assessments
- d. to discuss Commissions and Committees

City Administrator Bjorklund Schultz gave a brief overview of the items that could be discussed in advance of the December regular meeting, particularly if Council wished to have a final review of the proposed budget and levy prior to adopting on December 20<sup>th</sup>. After consulting calendars, it was agreed that a special meeting be scheduled for November 22, 2022, at 6:00 p.m.

XI) CONSENT AGENDA

1. \*ACTION: Staab construction Pay Request #11 for \$1,272,487.95
2. \*ACTION: Fitzgerald Excavating & Trucking Pay Request #9 for \$1,205,087.85
3. \*ACTION: FINANCIALS
  - a. Frandsen Bank & Trust (formerly Pine Island Bank) report
  - b. \*Invoice Status Report for October 2022
  - c. \*Water Summary for October 2022
  - d. \*Budget Comparison as of October 31, 2022 (with YTD actuals as %age of CY budget)

**Motion by Bergner, seconded by Phillips, to approve the Consent Agenda as presented, with the exclusion of 3.a.**

**Voice vote followed; Motion carried (5-0).**


XII) ADJOURNMENT

**Motion by Richards, seconded by Krause, to adjourn the November 15, 2022, Regular Council meeting at 8:40 p.m.**

**Motion carried by unanimous consent.**

  
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Ryland Eichhorst, Mayor

Attest:

  
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Sunny Bjorklund Schultz, City Administrator