

City of Oronoco

City Council

AGENDA

December 20, 2022

Regular Meeting @ 6:30 pm

<https://us02web.zoom.us/j/88128429910>

I) **CALL TO ORDER**

Mayor Eichhorst called the regular Council meeting of December 20, 2022 to order at 6:35 p.m.

II) **ROLL CALL**

Council Present: Mayor Eichhorst; Councilors Bergner, Richards and Phillips  
(Councilor Krause unable to connect via Zoom)

Staff Present: Consulting Engineer Joe Palen, City Administrator Bjorklund Schultz

III) **APPROVAL OF AGENDA**

Motion by Bergner, second by Phillips, to approve the agenda as amended to move Item VIII. J. Planning & Zoning to follow after Item VII. Public Hearing re: Delinquent Water Bills.

Voice vote followed. Motion carried (4-0).

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

The City Council welcomes and encourages participation from community members. Please keep in mind that your comments must be pertinent to City business and must adhere to Data Privacy Rules, no employee's name may be used. Please do not expect action from the Council this evening regarding your concerns. To address the City Council during public forum, please step up to the podium and state your name and address and fill out the form provided. Speakers will be recognized only once.

1. Jan Thronson – Voiced his concern about his road not being plowed again. He is also concerned about the brush and trees that are getting cut down but not picked up.
2. Dale Wiens – Is concerned about speeding on 2<sup>nd</sup> Ave SE. He would like to see the speed limit reduced to 20 mph or something more than the signs. They aren't helping and it is not safe.
3. Joy Bertsinger – She would like to see us use speakers as she can't hear well in the back.

After three calls for comment, Mayor Eichhorst closed the Public Forum at 6:54 p.m.

V) **PRESENTATIONS**

A. **Oronoco Age Friendly Survey Results – Rosemary Vanhouten**

Rosemary Vanhouten reviewed the results of the Age Friendly Oronoco Community Survey with the Council and public. Specific items of note, Vanhouten mentioned included:

- We need volunteers. That is the backbone to the committee
- We will be working with community and surrounding groups on issues and needed services
- They will be looking at grants to projects in the upcoming months

B. **Outstanding Citizen Presentation**

Each year the Outstanding Citizen committee considers residents who have made important contributions to the City of Oronoco and recommends a recipient of the honor to Council. This year, 2022, recognizes Rosemary Vanhouten.

In presenting the honor and plaque to Rosemary Vanhouten, Beau Hannenberger noted that Vanhouten began volunteering at Oronoco Gold Rush days. She started the Young at Heart Exercise group a few years ago. She currently serves as the Age Friendly Committee head and was one of the founding members.

**VI) TRUTH-IN-TAXATION HEARING RE: 2023 FINAL BUDGET AND LEVY (as noticed by Olmsted County on proposed tax statements)**

- A. Council Discussion current levy amount compared to the 2023 levy. It is the same at .374%. One of the lowest in the county.  
Open Forum for public comment(s) if any. After three calls for comment, Mayor Eichhorst closed the Public Forum at 7:08 p.m.
- B. **Resolution 2022-34 Approving 2023 Final Budget and Tax Levy**  
Motion by Bergner, second by Phillips, to adopt Resolution 2022-34 Approving the 2023 Final Budget and Tax Levy as presented.  
Roll call vote followed. Motion carried (4-0).

**VII) PUBLIC HEARING RE: DELINQUENT WATER BILLS**

- A. Council Discussion on Delinquent Water Bills to be certified to the County Auditor
- B. Open Public Hearing  
Mayor Eichhorst opened the Public Hearing at 7:10 p.m.
- C. Close Public Hearing  
After three calls for comment, Mayor Eichhorst closed the Public Hearing at 7:12 p.m.
- D. **Resolution 2022-35 Assessing Delinquent Water Bills to Property Taxes**  
Motion by Eichhorst, second by Phillips, to adopt Resolution 2022-35 Assessing Charges to Property Taxes Payable 2023 as presented.  
Roll call vote followed. Motion carried (4-0).

**VIII) DEPARTMENTS & COMMITTEE REPORTS**

**A. PLANNING & ZONING**

1. FYI: Minutes of 11/10/22 Meeting – Approved
2. FYI: Minutes of 12/08/22 Meeting - UNAPPROVED
3. **REQUEST FOR REZONING FROM R-1 TO B-2 AND CONDITIONAL USE PERMIT FOR ANIMAL BOARDING AT 830 2<sup>nd</sup> AVENUE SE, ORONOCO, MINNESOTA**  
**Resolution 2022-40 Approving Rezoning from R-1 to B-2 AND Conditional Use Permit for Animal Boarding at 830 2<sup>nd</sup> Avenue SE, Oronoco**  
Motion by Phillips, second by Richards, to adopt Resolution 2022-40 (a) Approving the Rezoning of 830-2<sup>nd</sup> Avenue SE from R-1 to B-2 based on Findings of Fact, and (b) Approving the Conditional Use Permit to allow for dog boarding and daycare based on Findings of Fact and subject to the Conditions of Approval as recommended by the Planning and Zoning Commission.  
Roll call voted followed. Motion carried (4-0).

B. **OCSO – Sgt. Mark Chambers → No report.**

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

1. FYI: October 11, 2022, Minutes -approved
2. FYI: December 13, 2022, Minutes -UNAPPROVED (no meeting in Nov. because of election)
3. FYI: Resident Notice #16 available to public at City Hall and on City Website & Facebook
4. Update: WWTF Contract 1 project  
Consulting Engineer Joe Palen provided an update on the WWTF Contract 1 activity noting that the contractor is planning to work through the winter months subject to weather and site conditions.

Masons will be working on exterior brick of the administrative building this week, and Mechanical, Plumbing and Electrical work will be ongoing as new areas are available to them.

5. ACTION: WWTF Contract 1 Change Order #2  
Consulting Engineer Joe Palen provided an overview of the eight items comprising Change Order #2. Change Order #1 resulted in a deduct of \$49,110; change Order #2 results in an increase of \$36,020. **Motion by Eichhorst, second by Bergner, to approved WWTF Contract 1 Change Order #2 in the amount of \$36,020.00 as presented.**  
**Voice vote followed. Motion carried (4-0).**
6. Update: Sanitary Sewer Collection System and Watermain Improvements Contracts 2-3  
Consulting Engineer Joe Palen provided an update to council on the Sanitary Sewer Collection System and Watermain Improvements under Contracts 2-3.

#### D. PUBLIC WORKS

1. Water System Upgrades  
Public Works Director Cain Dolan presented a proposal from In Controls which would allow staff to have a "backup/pressure mode" available for use when the reservoir is offline and during watermain construction, tie-ins, and emergencies at either or both wells.  
**Motion by Eichhorst, second by Phillips, to approve the proposal from In Controls (QR22113001-01) at a cost of \$16,735.00 as recommended, with funding to come from American Rescue Funds.**  
**Voice vote followed. Motion carried (4-0).**
2. Relief Valve  
Public Works Director Cain Dolan noted that Minnesota Department of Health (MDH) requires all public water suppliers to maintain positive water pressure through their systems. When the reservoir was offline for scheduled maintenance and cleaning, as well as several instances when certain water mains were not available because of the water/sewer improvement project, Oronoco had to borrow relief valves from Pine Island and Rochester in 2022. Dolan recommends Oronoco purchase at least one relief valve, if not two, to stay compliance with MDH and avoid scheduling conflicts with neighboring cities.  
**Motion by Phillips, second by Richards, to approve the purchase of two relief valves at a cost of \$1,840.00 each as proposed by Superior Sales & Service Inc. and recommended by Public Works Director Dolan, with funding to come from American Rescue Funds.**  
**Voice vote followed. Motion carried (4-0).**
3. Snow Plow  
Public Works Director Cain Dolan noted the need for a second plow truck. The city currently has one pickup truck with a plow; a bobcat with broom, blade, bucket attachments; and an ATV with a plow. Dolan recommends purchase of an additional snowplow for the 2022 Chevrolet pickup and provided three bids for council consideration.  
**Motion by Richards, second by Bergner, to approve the purchase of an 8.2 Boss snowplow including installation on the 2022 Chevrolet pickup at a cost of \$9,873.00 as proposed by Flagship Chevrolet.**  
**Voice vote followed. Motion carried (4-0).**

#### E. FIRE DEPARTMENT

1. FYI: Report of Minutes, Activity, Bills
2. Approve 2 new applicants, 1 resignation  
**Motion by Eichhorst, second by Phillips, to approve the two new applicants (Chris Buller and Erica Schaefer) and to accept the resignation of Colby Keigley (moving).**  
**Voice vote followed. Motion carried (4-0).**

3. Preapproval Request for E1 Intake Repair       \$1,454.80  
Motion by Eichhorst, second by Bergner, to approve the preapproval requests for an E1 Intake Repair as submitted.  
Voice vote followed. Motion carried (4-0).
4. Preapproval Request for Jackets (OFR/OFD)     \$3,553.00 (gambling funds)  
Motion by Eichhorst, second by Richards, to approve the preapproval requests for Jackets as submitted.  
Voice vote followed. Motion carried (4-0).
5. Schad Tracy Signs  
Resolution 2022-37 Approving Purchase of Name Plates and Vinyl Labels and Accepting Donation in form of an Invoice Reduction  
Motion by Richards, second by Phillips, to adopt Resolution 2022-37 Approving the Purchase of Name Plates and Vinyl Labels for the Fire Department from Schad Tracy Signs AND to Accept the Schad Tracy donation in the amount of \$150.00 reflected as a reduction to Invoice No. 12714.  
Roll call vote followed. Motion carried (4-0).
6. Compeer Financial Equipment Grant  
Resolution 2022-38 Accepting Equipment Grant in the amount of \$2,000  
Motion by Phillips, second by Richards, to adopt Resolution 2022-38 Accepting Compeer Financial Equipment Grant on behalf of the Oronoco Fire Department in the amount of \$2,000 as presented.  
Roll call vote followed. Motion carried (4-0).

**F. FIRE FIGHTERS RELIEF ASSOCIATION**

1. FYI:                   Minutes of November 14, 2022
2. OFD Relief Association Change in Bylaws  
Resolution 2022-39 Approving Death Benefits and Pensions Increase  
Motion by Eichhorst, second by Phillips, to adopt Resolution 2022-39 Supporting and Approving Change in Bylaws of Oronoco Fire Fighters Relief Association, specifically adjusting the Death Benefits and Pensions from \$2,500 per year to \$3,000 per year of service as an active fire fighter.  
Roll call vote followed. Motion carried (4-0).

**G. FIRST RESPONDERS**

1. FYI:                   Report of Minutes, Activity, Bills
2. Approve 3 new applicants, 1 resignation, 1 donation  
Motion by Eichhorst, second by Richards, (a) to approve three applicants to the First Responders (Chris Buller, Jayne Whiting, and Tucker Loy); (b) to accept the resignation of Colby Keigley because of a move; and (c) to document the donation from Lance Sorenson (resolution to follow in January).  
Voice vote followed. Motion carried (4-0).

**H. EMERGENCY OPERATIONS**

1. FYI:                   Recognize Dan Sundt as Emergency Operations Center Director

**I. STREETS & ROADS**

**J. DOWNTOWN ORONOCO GOLD RUSH DAYS**

<b>PLANNING &amp; ZONING:</b> Originally Item VIII. J but per Item III, agenda was amended; P&Z became Item VIII. A
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**K. PARKS & TRAILS**

1. FYI: Minutes of 12/05/22 Meeting – Unapproved

**L. PERSONNEL/COMMUNITY CENTER**

1. **Sound System Quote from Sound and Media (tabled from October meeting)**  
Deputy Clerk Ranae Rohe gave an overview of the quote from Sound and Media Solutions as first presented in October, along with additional information council requested.  
Motion by Bergner, second by Phillips, to approve the quote from Sound and Media Solutions in the amount of \$9,869.00 for improvements to the sound system in Council Chambers at City Hall, with funding to come from American Rescue Funds.  
Voice vote followed. Motion carried (4-0).
2. **Resolution 2022-36 Designating Annual Polling Place**  
Motion by Bergner, second by Phillips, to adopt Resolution 2022-36 Designating the Annual Polling Place as City Council chambers at City Hall located at 115 2<sup>nd</sup> Street NW, Oronoco, Olmsted County, State of Minnesota as its polling place.  
Roll call vote followed. Motion carried (4-0).

**M. ADMINISTRATION**

1. **ACTION: Alcohol License renewals**  
Motion by Eichhorst, second by Richards, to approve (a) 2023 off sale Liquor License renewal for Gas-n-Go and (b) 2023 on sale, off sale and Sunday sales for Tilly's (held by Mark Kuehn).  
Voice vote followed. Motion carried (4-0).
2. **ACTION: Tobacco License renewals**  
Motion by Bergner, second by Richards, to approve 2023 Tobacco License renewals for Casey's and Gas-n-Go.  
Voice vote followed. Motion carried (4-0).
3. **UPDATE: Fleet Cards**  
Deputy Clerk Ranae Rohe provided an update to council on the cancellation of all Fleet cards, specifically Kwik Trip and Shell cards. The city has accounts established with Gas-n-Go for the Fire Department, First Responders, and a city account. The Fire Department and Public Works staff have city credit cards should gas need to be purchased at other stations. In answer to a question posed by council, yes, the Fire Chief has been notified.
4. **ACTION: Resolution 2022-41 Accepting 2022 capital credit check from People's Energy Cooperative**  
Motion by Bergner, second by Phillips, to adopt Resolution 2022-41 Accepting 2022 Capital Credits check from People's Energy Cooperative in the amount of \$1,299.49.  
Roll call vote followed. Motion carried (4-0).

IX) **PETITIONS, REQUESTS & COMMUNICATIONS** → None.

X) **UNFINISHED BUSINESS** → None.

**XI) NEW BUSINESS**

- A. **Resolution 2022-42 Adopting Ordinance No. 2022-02 Amending City Code, Chapter 31, Section 31.01**  
Motion by Bergner, second by Phillips, to adopt Resolution 2022-42 Adopting Ordinance No. 2022-02 Amending City Code, Chapter 31, Section 31.01 to allow compensation for Planning and Zoning Commission members.  
Roll call vote followed. Motion carried (4-0).

**XII) CONSENT AGENDA – Approve all items with one motion**

Motion by Eichhorst, second by Bergner, to approve the Consent Agenda as amended to exclude Item 3.e (no Minutes of 11/22/22 Council Special Meeting).

Voice vote followed. Motion carried (4-0; Krause absent).

1. ACTION: Staab construction Pay Request #12 for \$1,105,243.30 (cover pg only)
2. ACTION: Fitzgerald Excavating & Trucking Pay Request #10 for \$650,521.30 (cover pg only)
3. APPROVAL OF MINUTES:
  - a. 10/04/22 City Council Special Meeting to Adopt Special Assessment Roll
  - b. 10/18/22 City Council Regular Meeting
  - c. 11/01/22 City Council Special Meeting to Adopt Special Assessment Roll
  - d. 11/15/22 City Council Regular Meeting
4. ACTION: FINANCIALS
  - a. Frandsen Bank & Trust – November checks 6642-6689
  - b. Invoice Status Report for November 2022
  - c. Water Summary for November 2022
  - d. Budget Comparison as of November 30, 2022 (with YTD actuals as %age of CY budget)

**XIII) ADJOURNMENT**

Motion by Bergner, second by Eichhorst, to adjourn the December 20, 2022 regular council meeting at 9:02 p.m. Voice vote followed. Motion carried (4-0).

  
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Ryland Eichhorst, Mayor

Attest:

  
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Sunny Bjorklund Schultz, City Administrator