

**City of Oronoco  
Minutes  
Tuesday, December 15, 2020  
Regular City Council Meeting @ 6:30 pm**

**I. CALL TO ORDER**

Mayor Ryland Eichhorst called the meeting to order at 6:30 pm

**II. ROLL CALL**

Mayor Ryland Eichhorst, Councilor Trish Shields, Councilor Nancy Quimby, Councilor Carl Krause, Councilor Lori Novak and City Engineer, Joe Palen

**III. PUBLIC HEARING: TNT (Truth in Taxation)**

Mayor Ryland Eichhorst asked if anyone would like to speak about the Public Hearing on Truth in Taxation.

After three calls – closed the hearing at 6:32 pm

**IV. APPROVAL OF AGENDA**

Mayor Ryland Eichhorst would like to Amend the Agenda and motioned to adjust the Agenda by adding these three items:

1. Include Item #5 under Personnel – Outstanding Citizen Award
  2. Include Item #3 under Ordinance and Resolutions – Resolution 2020-21
  3. Move Section L, Item #1, Draft version of the Feasibility study to follow Ordinances and Resolutions
- Councilor Trish Shields seconds the motion.

All in favor 5-0

Motion Carried

**V. 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. We also request that your comments be limited to three (3) minutes, speakers will be recognized only once. At this time, we ask that anyone who would like to address the City Council to please step up to the podium and state your name and address and fill out the form provided.”

Jan Thronson, 25 Minnesota Ave, would like the Council to adjust the Meeting minutes that states that he asked the Council to vote on his wall that evening, he says he never made that statement or asked for that.

Closed Public Forum – 6:35 pm

**VI. DEPARTMENTS & COMMITTEE REPORTS**

**A. OCSO ~ Sgt. Mark Chambers**

Mayor Ryland Eichhorst state that we have a new Sargent – Mark Chambers – and have asked him to attend meetings in the near future.

**B. FIRE DEPARTMENT\* ~ Dan Sundt, Fire Chief**

1. Runs: 0

2. Minutes

3. Completed ISO Review –

Dan Sundt explained what the ISO looks for and the lower the rate the better, He and Dan Howard, Public Works took time to go through the review and are waiting for the results. When they receive them, he’ll share them with the Council.

4. Approved Fire Relief pension plan increase from \$1400 - \$1800

In the October City Council meeting Dan mentioned to the Council in regard to raising the Fire Relief Association Pension Plan from \$1400 to \$1800/year of vested time. In the 2020 Annual Fire Relief Association Meeting, they voted to move the pension to the \$1800 and the Council just needs to motion to accept the change in Pension.

Mayor Ryland Eichhorst motions to accept the increase of the Pension Plan from \$1400 to \$1800/each year of service, Councilor Carl Krause seconds.

All in favor 5-0

Motion Carried

5. Approved Fire Relief bylaws (see attached)

Dan Sundt stated that the bylaws point out the rules and the pension plan. Dan is asking the Council to approve the bylaws with the change the pension from \$1400 to \$1800.

Councilor Trish Shields motions to approve the bylaws,

Councilor Lori Novak seconds.

All in favor 5-0

Motion Carried

6. Approve Fire Relief Equipment donation (Fire Safety U.S.A invoice)

Dan Sundt stated the Fire Relief Association is donating \$15,000 to the City of Oronoco for the Fire Departments equipment fund. They have also donated towards the Oronoco Food Shelf and the Oronoco Lions for the Toy Drive. These funds are coming out of their Charitable Gambling funds.

C. FIRST RESPONDERS\* ~ Chris Inman, 1st Responder Director

1. Runs: 6 City, 4 Township Calls

2. Next Meeting is January 4, 2021

D. EOC ~ Pat McGovern, Director

Dan stated that the County has a new EOC Director – Jon Jacobson

E. PERSONNEL / COMMUNITY CENTER:

1. Smith & Schafer Accounting work

Mayor Ryland Eichhorst noted the letter in the packet in regard to Smith & Schafer helping with bank reconciliation, end of the year processes, payroll returns, W-2's and several other transactions. The letter states they believe 85 hours at \$115/hour totaling \$9775 but Mayor Ryland Eichhorst is proposing 90 hours at \$115/hour.

Mayor Ryland Eichhorst motions to approve 90 hours of work for \$10,500 for Smith & Schafer to help us wrap up 2020 in good shape.

Councilor Trish Shields seconds

All in favor 5-0

Motion Carried

2. 2021 Fee Schedule

Attached is the 2021 Fee Schedule with the updated Water Fee going to \$18.28 with a 3% Base Rate increase.

Councilor Lori Novak motions to accept the 2021 fee schedule.

Councilor Nancy Quimby seconds

All in favor 5-0

Motion Carried

3. Discuss relieving Tilly's of their 2021 Liquor license cost

Mayor Ryland Eichhorst would like to "relieve" Tilly of the cost of the 2021 off-sale Liquor license. The off-sale amount \$100.

Councilor Trish Shields wants to make sure we are being fair to the other businesses. Councilor Carl Krause feels we should wait- he feels the Government has some additional help coming.

Councilor Trish Shields motions to reject the relief of the liquor license.

Councilor Carl Krause seconds

All in favor 5-0

Motion Carried

4. 2021 Flaherty & Hood rate schedule

Mayor Ryland Eichhorst motions to accept the 2021 fee schedule.

Councilor Trish Shields seconds.

Councilor Carl Krause states that he would like the attorney at the meetings so things may be dealt with in a more public manner. Councilor Lori Novak stated that if the attorney were to attend every lengthy meeting it would end up costing the City a lot of money. Mayor Ryland Eichhorst states that he does talk with Mr. Flaherty prior to each meeting and he is always available. Councilor Carl Krause feels we need him here, as the sewer project progresses to help answer questions.

All in Favor 5-0

Motion Carried

5. Outstanding Citizen Award

Mayor Ryland Eichhorst read the recommendation from the “Outstanding Citizen Award Committee” regarding Candidate A and Candidate B.

Mayor Ryland Eichhorst motions to accept the Committee’s recommendation of Candidate A for the 2020 Outstanding Citizen award

Councilor Lori Novak seconds

All in favor 5-0

Motion Carried

F. ORDINANCES AND RESOLUTIONS

1. Resolution 2020-20 Approval of 2020 Tax Levy

Mayor Ryland Eichhorst states our levy is flat at \$898,052.00 total Levy.

Mayor Ryland Eichhorst motions to accept the Levy.

Councilor Carl Krause seconds

All in favor 5-0 with a voice vote

Motion Carried

2. Ordinance 2020-05 School House Rezoning

Mayor Ryland Eichhorst stated that Ordinance 2020-05 is for rezoning of the old schoolhouse from a R1 to a B1 zone. Councilor Carl Krause says there is no reason not to, it’s a good asset to the town.

Councilor Trish Shields states that they have been wonderful to work with.

Councilor Trish Shields motions to approve the rezoning

Councilor Lori Novak seconds it

All in favor 5-0 with a Voice Vote:

Motion Carried

G. DOWNTOWN ORONOCO GOLD RUSH DAYS\* ~ Chair: Mayor Ryland Eichhorst

1. No Meeting

H. PARKS & TRAILS\* - Katie Dudley, Chair

I. PUBLIC WORKS

1. Well Building Temperature Alarm quote

The Well thermostat went faulty and Dan Howard would like to add a well temperature alarm to both well house, so they don’t overheat or freeze. The Quote for both well houses is \$2925.00 with no tax.

Dan would also like to add the UPS system for a constant power supply for an additional \$807.00.

Mayor Ryland Eichhorst motions to approve the purchase of the temperature alarm for \$2925

Councilor Trish Shields seconds

Mayor Ryland Eichhorst amended his prior motion to include the power supply for \$807 also

All in favor 5-0  
Motion Carried.

2. 4 additional streetlights on MN Avenue North and South  
Corner of 5<sup>th</sup> St SE and house at 504 MN Ave S  
Corner of 2<sup>nd</sup> St SE  
Between house 20 MN Ave S and 30 MN Ave S  
In front of the business at 230 MN Ave N  
Dan Howard approached People's Coop in regard to the above-mentioned streetlights and People's Coop agreed to install at no charge. The average monthly cost will be approximately \$13 each per month.  
Mayor Ryland Eichhorst motions to approve the four new streetlights  
Councilor Nancy Quimby seconds  
All in favor 5-0  
Motion Carried

J. STREETS & ROADS\*

K. PLANNING & ZONING\*

1. Schoolhouse update – see resolution above.

2. Jan Thronson wall

Mayor Ryland Eichhorst asked Mr. Thronson to speak briefly on what he is here for today.

Mr. Thronson started by thanking the Council for the additional lights on Minnesota Ave. Then stated that the Council has had time to review his packet of information within the Council Packet. He would like a vacation of the Right of Way (R.O.W.) in front of his property on Minnesota Ave. He would like to put up a wall and feels it would be an asset to the City by offering more parking on the West side of the street that could be used for the School House and Gold Rush. Mr Thronson states that if the Council would vacate the R.O.W. for his wall they would no longer hear from him.

City Attorney Mike Flaherty states the differences of a R.O.W. permit vs a formal agreement vs a vacation. A permit is a temporary thing. A formal agreement would limit the use of the space for a particular purpose. Vacation is transferring ownership, a recorded document with a Resolution, property owner petitions attached to the resolution approving to be recorded with the County Recorder with a legal description of the plat of the portion of the easement. The vacation would need a Public Hearing, with notices going out to all of the affect landowners.

The issue with the City vacating the R.O.W. is that the City would have no leverage for future use of it – if it's for snow piling, sidewalk or private utilities.

Councilor Trish Shields offered to work with Jan to fill pit the R.O.W vacation

Mayor Ryland Eichhorst brought up an idea of have Joe Palen do a feasibility study and come back to the January meeting with what some alternatives for the slope would be – and to add Erv's property, the VFW's property and the portion of Mark Kuehn's property across from the post office. Mayor Ryland Eichhorst suggested the possibility of some grant money to help with a consistent wall between the properties.

Mayor Ryland Eichhorst motions to have Stantec work up a cost for a feasibility study and come back to the Council in January.

Councilor Trish Shields seconds

In Favor: Mayor Ryland Eichhorst, Councilor Trish Shields, Councilor Nancy Quimby and Councilor Lori Novak

Nays: Carl Krause

Motion Carried 4-1

L. WATER & SEWER\*

1. **DRAFT** version of the Phase 1A, Wastewater, Sanitary Sewer , and Water Improvements for Oronoco, MN – DRAFT Feasibility Report, date December 10, 2020 – touch on highlights  
Joe Palen stated this Feasibility study is a required step in the process and states what parcels will be affected, what the costs are going to be and what funding options that can be used. The Council needs to be all on the same page and be comfortable with answering the questions. Joe is looking for feedback from the Council on this report and when we are all on the same page. We will continue with 1.0 Summary & Recommendations - Item 15, a Public Hearing will be held in February or March 2021 to notifying the public on fees, funding availability and timelines. Letters will be sent out to residents affected by this project, approximately 500 residents will get letter announcing the hearing date.

Joe Palen stated that the Feasibility study deals with how the project is being designed to service Oronoco Estates Mobile Home Community and he would like to send them a draft but wants the Council to be OK with this. Mayor Ryland Eichhorst asked if he meant management or the residents? Mr. Palen stated that, Yes, Mr. Cox from management should see this because we have worked with him. Councilor Carl Krause suggested notifying them as soon as possible and let them review the draft.

Joe Palen notes that Item 19 in the Summary & Recommendations deals with the finances of the project costs and estimated grant funding and revenue streams. We typically have the City CPA/Financial Planner get involved to help with the loan applications and Bonding funding.  
Mayor Ryland Eichhorst motions to pursue Mike Bubany’s services  
Councilor Trish Shields seconds  
All in favor 5-0  
Motion Carried

Joe Palen states that in Item 20 that Oronoco has a Water Ordinance but does not have a Wastewater Ordinance and recommends the City Attorney, Mike Flaherty start working on this Ordinance, and update the current Water Ordinance, so they are consistent. Joe would like Mike to be here for the Public Hearings.

**VII. PETITIONS, REQUESTS & COMMUNICATIONS**

**VIII. UNFINISHED BUSINESS**

**XI. NEW BUSINESS**

**X. COMMITTEE APPOINTMENTS**

**XI. CONSENT AGENDA\***

Councilor Trish Shields motions to approve the consent agenda  
Mayor Ryland Eichhorst seconds  
All in favor 5-0  
Motion Carried

**A. APPROVED BUILDING PERMITS**

- 1. 650 River Park Rd SE – Basement finish
- 2. 810 MN Ave SE – siding
- 3. 945 Cedar Point Ln SE - Mechanical

**B. TASK LIST; updated**

C. MEETING MINUTES

1. Fire Department 11/9/20
2. Relief Association 11/9/20
3. First Responders – no meeting
4. DOGR – no meeting
5. Parks & Trails 12/7/20
6. Planning & Zoning 12/9/20
7. Water & Sewer 12/8/20

D. FINANCIALS

1. Pine Island Account Summaries
2. Budget: available at the office for review.
3. Accounts Payable
4. Account Receipts
5. Water Summary

**XII. ADJOURNMENT**

Mayor Ryland Eichhorst motions to adjourn the meeting  
Councilor Trish shields seconds  
All in favor 5-0  
Motion Carried

Meeting adjourned at 8:45 pm.