

City of Oronoco
Tuesday, November 17, 2020
Regular City Council Meeting @ 6:30 pm

I. CALL TO ORDER

Meeting called to order: 6:39 p.m.

II. ROLL CALL

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

III. APPROVAL OF AGENDA

Mayor Ryland Eichhorst motioned to move up Agenda item L. Water & Sewer before Downtown Oronoco Gold Rush then follow with the Parks and Trails committee and remove Item number 7 under Agenda item E.

Personnel/Community Center per legal advice. Councilor Nancy Quimby seconds it.

All in favor 5-0

Motion Carried

IV. PUBLIC HEARING FOR RESOLUTION 2020-14 ACCESSING UNPAID WATER FEES

Richard Nelson, 115 2nd Ave NW, Oronoco, MN 55960

Mr. Nelson did not have a curb stop on his property until this summer and cannot understand why he is being assessed for his taxes. Dick stated he will be petitioning the court on this and he will go to the District Attorney on this. He stated the water was not available to him until this past summer. Her stated the City admitted they were wrong but will not correct their issues.

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."

Sandy Outcalt is here to speak about a Chicken Ordinance. She has stated that she has gotten a lot of feedback from the Community in support of having chickens and ducks, no roosters. She has 69 people in support of having chickens within the City limits. Sandy stated that Pine Island has recently approved this as well. Sandy is requesting that chickens and ducks be allowed but no roosters. Sandy stated that goats would help control buckthorn spread in the woods. Councilor Trish Shields asked if she was requesting the chickens and ducks to be free roam? Sandy stated No, she feels that they should be caged, and guidelines should be laid out to follow. Mayor Ryland Eichhorst stated that he would have the City Staff check into this matter and bring it back to our December or January Meeting.

Jan Thronson, 25 Minnesota Ave, Oronoco, MN 55960

Jan stated that he is asking the City Council to vacate the road and give it back to the homeowner so that he may put up a wall and take care of the hillside himself. He is a 65-year-old and stated that he cannot mow that hill and keep it up. But if he can put up a wall, it would make it safer. Mayor Ryland Eichhorst stated that it is all documented and that he would review it with the City Staff. Councilor Trish Shields asked what exactly he was asking for. Jan stated that Schad Tracy parking is in the Right of Way, but he cannot put a wall in the public Right of ways, but everyone else can. He would like the City to vacate the Right of Way, he would own it and take care of it. Mayor Ryland Eichhorst state that he would speak with the City Attorney regarding this matter. Jan wanted it voted on right now at the meeting. Mayor Ryland Eichhorst said it is not on the agenda and we can not vote on it.

Public forum closed 6:58 p.m.

VI. DEPARTMENTS & COMMITTEE REPORTS

A. OCSO ~ Sgt. Melinda Hanson

B. FIRE DEPARTMENT* ~ Dan Sundt, Fire Chief

Dan Sundt would like to Thank Carl and Nancy for all their years of service and Congratulate Ryland on another term as Mayor.

1. Runs: 3 (11/7-lift assist, 10/28-OFR assist car/deer-cancelled, 10/24 CO)
2. Laundry & Office door replacement on November 17th – Dan stated the door will be in by Friday, November 20, 2020- the parts were not in.
3. Meeting Minutes
4. Approval of Payroll
Mayor Ryland Eichhorst motions to approve the payroll, Councilor Carl Krause seconds it.
All in favor 5-0
Motion Carried

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

1. Runs: 6 City, 8 Township Calls
2. Payroll is due this month
Councilor Trish Shields motions to approve the payroll, Councilor Carl Krause seconds it.
All in favor 5-0
Motion Carried
3. Cancellation of the December Meeting
They made up an earlier training session that was previously cancelled, so in turn decided to cancel the December meeting. The next meeting will be January 4, 2021.
4. Make-up May Training following meeting – Patient assessment, documentation & vital signs
5. Next Meeting is January 4, 2021

D. EOC ~ Pat McGovern, Director

Mayor Ryland Eichhorst motions to approve the \$200 payroll for Pat McGovern, Councilor Lori Novak seconds it.
All in Favor 5-0
Motion Carried

E. PERSONNEL / COMMUNITY CENTER:

1. Mayor & Council Pay Increase 2021
Mayor Ryland Eichhorst stated that he would like to keep the base salary the same but raise the extra meeting from 60 meetings to 70 meetings due to the sewer system, and raise the meeting stipend from \$25 per meeting to \$35 per meeting, with a cap for Mayor of \$3950 and the Council of \$3650.
Mayor Ryland Eichhorst stated that everyone does it different, both Pine Island and Mantorville are increasing their stipends.
Mayor Ryland Eichhorst stated it would raise the annual budget about \$4000.
Councilor Trish Shields motions to approve the increase, Councilor Lori Novak seconds it.
All in favor 5-0
Motion Carried
2. Christmas Eve and New Year's Eve Office Hours – Closed but make up the 4 hours for each half Eve day or use PTO
Mayor Ryland Eichhorst stated that you the City Staff can make up the four hours in the two week pay period with the holiday or they can take PTO to cover those hours.
Mayor Ryland Eichhorst motions to approve, Councilor Carl Krause seconds with discussion
All in favor 5-0
Motion Carried.
3. Personnel Policy – Data Privacy Statement – Ryland suggested having Mike Flaherty write this portion
The Council will bring this back after getting information from Mike Flaherty
4. Dan & Jim's Hours – 7– 3:30 Mon – Thurs and 7-12 on Friday's
Mayor Ryland Eichhorst stated they want to open and start the same time as the Office Staff.

Council Carl Krause motions to approve, Councilor Nancy Quimby seconds it.

All in favor 5-0

Motion Carried

5. CARES ACT-Final Cares Expenditures

Mayor Ryland Eichhorst state that we have been working on this since August and there is a spreadsheet that identifies all of the expenses we have made per the CARES ACT. It clearly shows where all of the funds are going. The glass will go in this week yet. The new phone system allows all four people to communicate well and can be used remotely from a smartphone. The laptops are allowing us to remote access the same programs as in the office. Cares Pay also took care of Jerilyn's pay in March due to COVID, sanitizing equipment, cleaning product and the cleaning of the office. The biggest item is the Audio we just installed in the Chamber.

6. Approve payroll for Council. – see Attendance Spreadsheet

Mayor Ryland Eichhorst motions to approve the 2020 Mayor and Council checks, Trish Shields seconds it.

All in favor 5-0

Motion Carried.

7. Council Member Status

As stated above, this item was removed per Legal advice.

F. ORDINANCES AND RESOLUTIONS

1. Ordinance 2020-03: Amending City Code section 30.16 to Alter the time at which the Regular City Council Meetings are held

Councilor Trish Shields motions to approve setting the new meeting time to 6:30 pm, Councilor Lori Novak seconds it.

All in favor 5-0 - Voice vote

Motion Carried

2. Ordinance 2020-04: Repealing and Replacing section 51.006 of the Oronoco City Code relating to the Municipal Water System

Mayor Ryland Eichhorst stated this Ordinance was required by the Department of Health because of the approval of the Water Supply Plan that lay out the changes that the City need to respond to in case of any water supply emergencies.

Mayor Ryland Eichhorst motions to approve, Councilor Lori Novak seconds it.

All in favor 5-0

Motion Carried

3. Resolution 2020-11: Approving Final Care Act Funds usage

Mayor Ryland Eichhorst stated miscellaneous resolution that picked up all of the items of the CARES ACT funding that we encountered with the office update, Jerilyn's salary, the cleaning supplies and extra cleaning, and audio in the chambers

Councilor Trish Shields to approve, Councilor Carl Krause seconds it.

All in favor 5-0

Motion Carried

4. Resolution 2020-17: Minnesota Public Facilities Authority

Mayor Ryland Eichhorst states this is giving Oronoco's permission to use Grant funds from PFA for construction and engineering

Councilor Trish Shields makes a motion to approve, Councilor Lori Novak seconds it.

All in favor 5-0

Motion carried

5. Resolution 2020-18: Certify Election Results

Mayor Ryland Eichhorst stated this certifies our election results and everyone will need to sign.

Mayor Ryland Eichhorst motions to approve, Councilor Lori Novak seconds it.

All in favor 5-0

Motion Carried.

Mayor Ryland Eichhorst thanks Nancy and Carl for all their service and congratulates Jim and Dana on their appointment starting in January.

6. Resolution 2020-19: Assessment of unpaid water bills

Mayor Ryland Eichhorst stated this is in regard to the unpaid water bills that will be discussed at the November 23, 2020 Special City Council meeting.

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

1. Review of by-laws - FYI

H. PARKS & TRAILS* - Katie Dudley, Chair

1. Lake Shady Zumbro River – FEMA work begin in Spring/Summer 2021

Mayor Ryland Eichhorst stated it would be done Spring/Summer of 2021

2. Oronoco Park – Memorial bench for David Olson – location, Policy for donation

David has passed away and Carol Olson would like to purchase a memorial bench. Parks & Trails committee should proceed to discuss and come back to the Council with a recommendation.

3. Tree Inventory – Lance

Councilor Trish Shields stated they have river park left to do.

Joe Palen stated that Stantec is in a program and will need trees and if there are any ash trees you want removed; they will remove them for free. Councilor Trish Shields will let Lance know that information.

4. Crime in Oronoco Park

Mayor Ryland Eichhorst stated that there has been an issue of crime in the city parks – one light that was disconnected by mistake and is not connected. The lights are now on all the time. Councilor Trish Shields stated they had a resident come forward expressing concern about visitors and vandalism. Beau Hanenberger stated in October's Public Forum, that there have been issues over the last few summers and would like a host at that park and keeping an eye on things. Residents would like a host camper so they can patrol it and keep it safe. They would like to get something in place by next summer. Councilor Trish Shields stated to place signs to stop them and private property double sided. Mayor Ryland Eichhorst stated the vandalism is mostly in the bath houses. Beau stated that they vandalism is also happening on private property. Councilor Trish Shields stated it was also mentioned that the park be closed and locked up at night by the Public Works department, there is a port a potty there now for the winter months for those that utilize the walking trails.

5. Grant opportunity – Dawn and Lance will work on proposal

I. PUBLIC WORKS

J. STREETS & ROADS*

K. PLANNING & ZONING*

L. WATER & SEWER*

1. Consider \$3800.00 Authorization for Radio Study for the Lift Station Telemetry

Joe Palen mentioned using fiber optic or cellular. Joe looked into different options and within the memo there is a ton of information. But cost and reliability are the most important factors. He states that the radio communication we have now is working well, according to Dan Howard. Radios have no associated costs compared to cellular or fiber optics, but Joe feels there are some areas that were concerning when it came to the radio option. Joe stated he wanted to have someone come out and check the radio path study to be sure this is a good option.

Councilor Carl Krause asked what the difference is between licenses and non-licensed. Mayor Ryland Eichhorst stated that if you review the packet, it will explain it thoroughly what all of our options are and what this all entails and is laid out very well.

Joe Palen stated the cost of the study for the radio path is \$3800.00 and about another \$1800.00 for Stantec to work with these folks and stake things out to get this study done efficiently.

Mayor Ryland Eichhorst motions to approve the radio study and pay it out of the grant funds, Councilor Trish Shields seconds it.

All in favor 5-0

Motion Carried

2. WWTP Non-potable Water Storage Tank Requirements

This item and item number 4 are the same.

Joe Palen says that the flows we will see in the first three years isn't enough flow to run a pump with a storage amount to recirculate the water for cleaning. It is non-potable water, water that runs back through the plant to use it for maintenance. We are recycling water to spray tanks, screens and clean. This water is coming from Oronoco Estates. We have an alternative to generate some storage to make that backwash system work or a domestic potable water storage. Joe state this is laid out in this updated memo. There are three options, connect to Oronoco Estates, build a 15,000 gallon tank inside a building or outside the building, but heat it to keep it from freezing in the winter months or keeping it in the admin building at the shop. That cost is \$220,000. Option 2 is to not connect to Oronoco Estates but we would have to construct a fairly large well that would cost \$78,000.00 and we would be supplying our own water and maintaining our own well. Option 3 is no water main, but instead of a large well, we drill a residential 4 inch diameter sized well with a limited pumping capacity. The tank would be in the building and would pump out of the tank. This cost would be \$96,000.00. We would own our own well but much small and eventually we would be able to transition from a system we are pumping water into a tank to have enough flow to recycle our water.

Councilor Trish Shields wants to know how long we will need this. Joe Palen state they need as much water as your personal home needs. The well will pump a lot of water to handle this. Councilor Lori Novak asked Joe about the funds and was this figured in or taken off? Councilor Lori Novak asked Joe about the funds and how this will work with what was presented. Joe Palen stated this came in late in the day and he didn't have much time to review it. May Ryland Eichhorst likes option 3 best. Joe Palen stated if you go with the big well, you will always have a big well, if you do the small well, your non-potable water comes back into play.

3. Septage Receiving Station at WWTF

Joe Palen stated that the Council asked him to take it back to Water and Sewer committee. Stantec did some value engineering with Dylan Christopherson and said there was some thought to eliminate some security items and the City staff would take the samples and potentially eliminating some receiving and it would decrease the cost to about \$80,000. We have also had some discussion with two local septage haulers, about 90% of what is pumped is put on agricultural fields. Joe stated the consensus was to not make the investment due to the cost benefit, staff demands, and it increases to the project cost. Mayor Ryland Eichhorst felt it wasn't a benefit to our citizens. Septage receiving folks have processes in place and difficult to compete with it.

Mayor Ryland Eichhorst motions to not design the septage receive station, Councilor Lori Novak seconds it.

All in favor 5-0

Motion Carried

4. WWTF Process Water Demand Options- same as item #2 above.

5. Wastewater Project – Preliminary Costs, Revenue and Local Share Presentation

Joel stated he is going to go through a brief slide show and discuss costs and revenues.

6. November 23, 2020 Special City Council meeting on Wastewater System Feasibility Report Policy Evaluation and Authorization to complete Final Wastewater System Design Services

7. Appropriations from the 2020 Bonding Bill- FYI covered with the 2020-17 Resolution.

8. Semi-Final Pay Request of \$14,809.58 to Fitzgerald Excavating for RWH Watermain Looping Improvements

Mayor Ryland Eichhorst motions to pay, Councilor Trish Shields seconds it.

Note – Councilor Nancy Quimby left at 8:30 pm for early work start time Wednesday morning.

All in favor 4-0

Motion Carried

VII. PETITIONS, REQUESTS & COMMUNICATIONS

VIII. UNFINISHED BUSINESS

IX. NEW BUSINESS

X. COMMITTEE APPOINTMENTS

XI. CONSENT AGENDA*

Councilor Trish Shields motions to approve, Councilor Carl Krause seconds it.
All in favor 4-0
Motion Carried

A. APPROVED BUILDING PERMITS

8. 975 Istas LN SW – Deck
9. 1145 Chenoa LN SW – Basement Finish
10. 175 5th St SW – Demolition
11. 695 Valley View Rd SW – Mechanical
12. 905 Riverwood LN SW – Fireplace

B. TASK LIST; updated

C. MEETING MINUTES

1. Fire Department 10/12/20
2. Relief Association 10/12/20
3. First Responders 11/2/20
4. DOGR 11/9/20
5. Parks & Trails 11/2/20
6. Planning & Zoning 11/12/20
7. Water & Sewer

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

8:47 p.m. Councilor Lori Novak motions to adjourn the meeting, Councilor Carl Krause seconds it
All in favor 4-0
Motion Carried