

Pursuant to due call and notice thereof, a City Council Meeting was duly held in the City Council chambers at 7:00 p.m. on the 12th day of May 2020. The following members were present: Mayor Doug Henke, Council Member Dan Rechtzigel. Also, present: Administrator Mark Vahlsing, Administrative Assistant Holli Gudknecht, Police Chief Lee Sjolander
Via Zoom Video Conferencing: Council members, John Mortensen, and Tom Gard; Engineer Joe Rhein, Attorney Scott Riggs, Engineer Derek Olinger, George Eilertson, Chris Kopek
Via Teleconference: Richard Nielsen

CITIZEN COMMENT

None

ADOPT AGENDA

Motion by Rechtzigel second by Mortensen to approve the agenda.

Roll Call Vote: Henke- Aye, Nielsen - Aye, Rechtzigel – Aye, Mortensen – Aye, Gard - Aye

Motion carried 5-0-0.

CONSENT AGENDA

Motion by Rechtzigel seconded by Mortensen to approve the Consent Agenda, which includes payment of check numbers, 70956 through 71020; 3483E through 3500E; and additional checks 71021 through 71032.

Roll Call Vote: Henke- Aye, Nielsen - Aye, Rechtzigel – Aye, Mortensen – Aye, Gard - Aye

Motion carried 5-0-0.

PRESENTATIONS/PUBLIC HEARINGS/RECOGNITIONS/PROLAMATIONS

2019 Audit Summary – Chris Knopik of Clifton, Larson, Allen LLC

Chris Knopik presented a summary of the 2019 City and KMU audits and an overview of the overall City financial conditions. The City received an “Unmodified” or clean opinion on the audit, which is the highest rating achievable.

ENGINEERING

Kenyon Business Park Project Status Update

Engineer Rhein stated that the Business Park project has been advertised for bids and the bid opening is scheduled for May 27th. The bids will be included in the June 9th Council meeting packet for consideration. Bolton & Menk are continuing to work on the utility easements with the property owners to the north.

Red Wing Avenue- Project Status Update

Engineer Olinger stated that the trees and pavement have been removed on the northern half of the construction area on Red Wing Avenue. Today, crews began working on the Northern end underground utilities.

LEGAL

Update on Easements related to the Business Park/Utility Extension project

City Attorney Riggs provided an update on the acquisitions related to the Utility Extension project.

Administrator Vahlsing and Engineer Olinger met with property owners, Traxler and Festal Farms, and are coming close to a conclusion on the easements.

Set Date of Special Meeting

At this time, the need for a meeting will be left open ended. We will see if there is a need for a meeting in the next week or two.

OLD BUSINESS

Update on Former Ambulance Garage Renovations

Police Chief Sjolander stated that the project is coming along well. The sheetrock and painting have been completed. The floors are done; front door is installed; and the cabinets are in. The inside of the building should be completed in about a month. Then the exterior work will be started.

Red Wing Ave / Business Park Bond Sale – George Eilertson, Northland Securities

George Eilertson, Northland Securities, stated that there will be a common bond issue for three different projects including the 2nd Street sewer lining, Red Wing Avenue project, and the Business Park utility extensions. It is more cost effective to group these projects together into one bond sale.

Municipal Advisory Agreement

George Eilertson stated that Northland Securities would serve as the Municipal Advisor on the bond sale project.

Motion by Rehtzigel second by Mortensen to approve the agreement of the Municipal Advisor on the bond sale project between the City of Kenyon and Northland Securities.

Roll Call Vote: Henke- Aye, Nielsen - Aye, Rehtzigel – Aye, Mortensen – Aye, Gard - Aye

Motion carried 5-0-0.

Finance Plan

George Eilertson stated that the finance plan was included for reference only. The plan goes over the structure of the bonds.

Resolution 2020-13 Providing for the Issuance and Sale of General Obligation Bonds, Series 2020a in the Proposed Aggregate Principal Amount Of \$5,715,000

Vahlsing explained that this is the final resolution calling for bond sale related to the Red Wing Avenue, 2nd St. and the Business Park/Utility Extension Projects. The Resolution sites State statutes and advises on the structure, terms, timing, and other items related to issuing bonds. The Bond sale would occur on June 23, 2020. A special meeting is set for Tuesday, June 23, 2020 at 7:00 p.m.

Motion by Henke second by Nielsen to adopt Resolution 2020-13 providing for the issuance and sale of general obligation bonds, Series 2020a in the proposed aggregate principal amount of \$5,715,000.

Roll Call Vote: Henke- Aye, Nielsen - Aye, Rehtzigel – Aye, Mortensen – Aye, Gard - Aye

Motion carried 5-0-0.

NEW BUSINESS

Approve Hiring of Municipal Swimming Pool Employees

1. Carter Johnson – Lifeguard
2. Kasandra Keller – Assistant Mgr. / WSI / Lifeguard
3. Siri Quam – Assistant Mgr. / WSI / Lifeguard
4. Leah Berg - Lifeguard
5. Lauren Berg – Assistant Mgr. / WSI / Lifeguard
6. Corynne Dahl – WSI / Lifeguard
7. Josi Quam – Lifeguard
8. Julianna Boyum – Lifeguard
9. Sydney Burow – Lifeguard
10. Kia Johnson – Lifeguard
11. Madison Luebke – Lifeguard
12. Nora Woock - Lifeguard
13. Riley Dummer – Lifeguard
14. Julia Dahl – Lifeguard

15. Sam Erickson – Lifeguard
16. Stella Rechtzigel - Lifeguard

Motion by Rechtzigel seconded by Mortensen to approve the hiring of Municipal swimming pool employees.

Roll Call Vote: Henke- Aye, Nielsen - Aye, Rechtzigel – Aye, Mortensen – Aye, Gard - Aye
Motion carried 5-0-0.

Approve Memorial Day Parade for May 25, 2020

Motion by Mortensen, second by Henke to approve the Memorial Day Parade permit for May 25, 2020.
Roll Call Vote: Henke- Aye, Nielsen - Aye, Rechtzigel – Aye, Mortensen – Aye, Gard - Aye
Motion carried 5-0-0.

LMCIT Liability Coverage Waiver

Administrator Vahlsing stated that the City Council is required to choose either to waive or not to waive the monetary insurance liability limits. State statutes limit a city's tort liability to a maximum of \$500,000 per claimant and \$1,500,000 per occurrence. These limits apply whether the claim is against the city, against the individual officer or employee, or against both. Cities can choose to waive the state liability limits. Cities can purchase additional insurance coverage up to \$2,000,000 annually.

Motion by Nielsen, seconded by Mortensen to follow past City precedence to not waive LMCIT State Liability limits.

Roll Call Vote: Henke - Aye, Nielsen - Aye, Rechtzigel – Aye, Mortensen – Aye, Gard - Aye
Motion carried 5-0-0.

Administrative Policy 31 -COVID-19 Preparedness Plan for City Employees and Facilities

Vahlsing stated that the League of Minnesota Cities recommended that member cities adopt a COVID -19 Preparation plan. This is the same type of plan the businesses that are re-opening are required to adopt. The draft plan covers Operational and Employee preparedness for protecting City facilities and operations during the pandemic period. The goal of the plan is to implement steps to mitigate the spread of the virus as well as dealing with employee and related family infections.

Motion by Nielsen second by Rechtzigel to adopt Administrative Policy 31 – COVID-19 Preparedness Plan for City Employees and Facilities.

Roll Call Vote: Henke- Aye, Nielsen - Aye, Rechtzigel – Aye, Mortensen – Aye, Gard - Aye
Motion carried 5-0-0.

OTHER BUSINESS

None

Schedule of Upcoming Meetings

KMU Meeting: Wednesday, May 20th @ 6:00 p.m.
City Council Meeting: Tuesday, June 9th @ 7 p.m.

COUNCIL AND STAFF GENERAL COMMENTS

Chief Sjolander read Mike Nguyen's letter of resignation and thanked him for his eight years of service to the City. Chief Sjolander will give him his badge. The City Council members would like to mount his badge on a plaque and present it to him.

Councilman Mortensen stated that he was sorry to see Officer Mike leave.

Councilman Nielsen is happy everyone is staying safe and hoping this will all be over soon.

Attorney Riggs hoped everyone would stay safe.

Mayor Henke is hopeful we will be back to normal soon.

Administrator Vahlsing thanked Officer Mike for his years of service. He also thanked the local business owners for their diligence to keep going and KABA for working together for all businesses.

Officer Lee thanked everyone for practicing social distancing voluntarily.

Motion by Nielsen second by Gard to adjourn the meeting at 8:53 p.m.

Roll Call Vote: Henke- Aye, Nielsen - Aye, Rechtzigel – Aye, Mortensen – Aye, Gard - Aye

Motion carried 5-0-0.

Holli Gudknecht, Administrative Assistant

Douglas Henke, Mayor