

APRIL 7, 2020 MEETING MINUTES OF THE CITY COUNCIL

A meeting of the Cottonwood City Council was held on Tuesday, April 7, 2020, 7:00 pm, in through Interactive Meeting source Zoom with Mayor Corey Moseng, Council members Joel Dahl, Mike Horner, Shannon Geihl, and Shawn Myers present. Also present were Clerk-Administrator, Teather Bliss; Public Works Manager, Randy Fenger; Lyon County Sheriff, Eric Wallen; Ambulance Director, Dane Meyer; Fire Chief, Dale Louwagie; Accounting Clerk-Bookkeeper, Samantha Judovsky; and Public Works Technician, John Nilges.

Mayor Moseng called the meeting to order and led in the Flag Pledge.

A motion by Shawn Myers to approve the March 24, 2020 minutes. Seconded by Shannon Geihl. Carried.

Council reviewed information on the Cottonwood Pandemic Disease Continuity of Operations Plan and the Establishment of the Cottonwood Financial Wellness During Emergencies Policy.

A motion by Joel Dahl to approve the consent agenda. Seconded by Shawn Myers. Carried.

Bliss, Louwagie, and Meyer gave updates on departmental COVID-19 developments. Each department was working on policies, collection of necessary PPE, and application to financial aid that is available. The Cottonwood Ambulance is waiting for response on the application for COVID-19 rapid testing kits. There is also incident command courses available that will be required to be eligible for aid funding.

Council reviewed information on the application from Brandon Jeseritz to hook up to city water outside of the city limits. Jeseritz does fall within the ordinance criteria that allows for the hook up.

A motion by Joel Dahl to approve the application from Brandon Jeseritz and note the update of the application form to reflect the correct ordinance number. Seconded by Shawn Myers. Carried.

Council reviewed information on temporary bonding options for the main lift station. The temporary bonding options were proposed because of the unique public health emergency and potential for revenue delay from property taxes. Council weighed the options heavily and decided that the City would forgo a temporary bond and utilize the Sewer Savings CD and unreserved savings dollars to pay for the Main Lift Station project.

Sheriff Wallen updated the Council on the Lyon County incident reports.

Randy Fenger updated the Council on the public works department activity that included the repair of the water main break by LeRoys, installation of the dual hook up on the emergency bypass, Northwood Lift Station issues during the freezing rain weather, and verification that the Council still wants to move forward with the Well project.

Bliss updated the Council on the administration activity that included the economic development activity of Norcraft selling, business subsidy and state funding for the Norcraft purchasers, Open Door Health Clinic discussions, and the upcoming public hearings for the Norcraft facility on April 21st.

Bliss presented the Council with the financial reports of the first quarter.

Council reviewed the minutes from the February Ambulance Meeting.

A motion by Shannon Geihl to approve Krista Listul and Andrew Praus to the Cottonwood Ambulance Service. Seconded by Joel Dahl. Carried.

Bliss presented the council with Temporary Policy 2020_0407 Board of Appeals and Equalization during a Public Health Emergency. The policy address how the upcoming Local Board of Appeals and Equalization hearing will be held and the authorization from the state to conduct the hearing through telecommunications. Council suggested Bliss discuss the policy with Mark Buisse and see if he has anything to add to the policy.

A motion by Shawn Myers to approve Temporary Policy 2020_0407. Seconded by Joel Dahl. Carried.

Bliss presented the Council with Temporary Policy 2020_0407A Request Form to Receive Paid Leave under FFCRA. The policy would mimic the language in the FFCRA established by the federal government but would also reference the request form that will be required as documentation for reimbursement. The reimbursement will be in the form of a tax credit either at the time of making a federal tax deposit or through request on the new tax form available with the IRS.

A motion by Shawn Myers to approve Temporary Policy 2020_0407A. Seconded by Shannon Geihl. Carried.

Bliss presented the Council with Temporary Policy 2020_0407B City of Cottonwood Public Aid during a Public Health Emergency. The policy would provide relief in the form of halting utility shut offs, interest moratoriums for current loan holders, waiver of credit card fees for online bill pay, and relief of up to \$5,000 no interest loans to businesses.

It was noted that the verbiage relating to fines should be changed to reflect “fines related to certain city ordinances may be suspended during the public health emergency”. Also, the date found within the water shut off suspension should be eliminated and replaced with “suspended during the public health emergency”.

A motion by Mike Horner to approve Temporary Policy 2020_0407B with the suggested changes. Seconded by Shawn Myers. Carried.

Council reviewed the monthly bills.

A motion by Shawn Myers to pay the monthly bills. Seconded by Shannon Geihl. Carried.

A motion by Shawn Myers to adjourn the meeting of the Cottonwood City Council. Seconded by Shannon Geihl. Carried at 10:00pm.

Teather Bliss, City Administrator

Corey Moseng, Mayor