

JANUARY 21, 2020 MEETING MINUTES OF THE CITY COUNCIL

A meeting of the Cottonwood City Council was held on Tuesday, January 21, 2020, 7:00 pm, in the Cottonwood City Hall with Mayor, Corey Moseng; Council members; Mike Horner, Shannon Geihl, Joel Dahl, and Shawn Myers present. Also present were Clerk-Administrator, Teather Bliss; Lyon County Sheriff's Deputy, Matt Boettger; Accounting Clerk-Bookkeeper, Samantha Judovsky; Sambatek Project Manager, Mike Burdorf; Public Works Manager, Randy Fenger; Public Works Foreman, Allen Olsen; and Public Works Technician, John Nilges.

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

A motion by Joel Dahl to approve the January 7, 2020 minutes with the excerpt "Bliss also discussed with the council the option in investing in a CD versus a Money Market account" being rephrased to "Bliss also discussed with the council the option in investing in a Money Market account versus a CD". Seconded by Shannon Geihl. Carried.

Council discussed the increase of utility rates for the 2020 billing cycle to reflect an increase in the water usage rate from \$4.80 to \$5.00 per thousand gallons; an increase in the sewer base from \$17.00 to \$18.00 per month; and an increase in the sewer usage from \$5.60 to \$6.00 per thousand gallons. The discussion also included a lower, reasonable raise in rates since there is discussion about the new water meter software being purchased in 2020 that should help to capture the lost revenues that is being recorded each month.

A motion by Joel Dahl to approve Resolution 2020_0121 Rate Increase of the Cottonwood Utilities. Seconded by Shawn Myers. Carried.

Council reviewed the changes to the ordinance related to the sale of tobacco that consisted of changing the age from 18 to the new age to 21 as set by federal law. Council member Dahl asked if there was something that Sheriff Wallen was supposed to report back from his meeting with the Marshall School Superintendent and requested to wait on approval of the ordinance until a later date.

Approval of Ordinance 2020_01 An Ordinance Relating to the Sale of Tobacco, and Tobacco Related Devices and Products in the City of Cottonwood was tabled.

Sambatek Project Manager, Mike Burdorf, presented the preliminary design plans and topography survey for the main lift station project. The preliminary design presented provided three alternative designs for the main lift station; A new submersible pump lift station with below grade valve vault, A new submersible pump lift station with above grade valve vault, and a new self-priming lift station with pumps and valves above grade. Alternative Design No. 1, a submersible lift station with below grade valve vault is the best recommended option for construction timing and cost effectiveness. The station would contain two 800 gallon per minute vortex pumps and a new control panel with variable frequency drives. The new lift station would also be designed with a debris basket, an upstream monitoring device, natural gas fed generator, and raised land grade for flood protection. The time frame of the project would continue after the approval of preliminary design with a final design presentation at the

first meeting in March, public bidding for two weeks following final design approval, and an award of mid-April that way the emergency bypass could start immediately after the award of bid.

Council expressed frustration with the lack of urgency for the emergency bypass since it has been the biggest priority of the project since August. Bliss informed the Council that contractors have already been contacted in preparation for the bypass needing to be separated from the main lift station project because of the window of time from now until an early Spring thaw. Council agreed that the projects need to be separated to produce the fastest results for the installation of the emergency bypass. Bliss was directed to get in contact with other contractors to get an onsite inspection and quote as soon as possible so that the City can press forward to a March 1st installation date.

Council also questioned why the topography survey and geotechnical work was not done prior to the end of January. Burdorf explained to council that the land acquisition put the design behind schedule leading to the delay in the onsite work. Council asked what information would be needed for a surveyor and at the latest when would the survey documents need to be to Burdorf, to which he responded that it would need to be no later than two weeks. Bliss was directed by Council to get in contact with Bueltel Moseng to see if a two-week timeframe would be plausible and if not then Sambatek's surveying team would need to take over.

Burdorf asked if the main lift station design would still need to include a basket for rags since Cottonwood does not have that many rags. The Public Works Department indicated that they would still be in favor of the basket, even though the new pumps are intended to be anti-clog there is still worry from the department about stress on the pumps. The Public Works Department also indicated that they would be more comfortable with an eight-foot valve box instead of the six-foot valve box.

Council reiterated the frustration of the delay in the preliminary design, time frame of the project, and lack of hast for the emergency bypass.

A motion by Shawn Myers to approve the preliminary design based on added changes from the Public Works Department. Seconded by Mike Horner. Carried.

Council reviewed follow up information on the variable frequency drive for the well pump.

A motion by Joel Dahl to approve the purchase and installation of a variable frequency drive at the main well. Seconded by Shawn Myers. Carried.

Sheriff's Deputy Boettger presented the monthly incident report to the Council.

Randy Fenger updated the council on the Public Works Department. Hydro Klean has almost completed the jetting and televising of the sanitary sewer system. The purchase of batteries and a cutting edge for the road patrol was needed. Prices were determined for the sanding of local business parking lots.

Council reviewed the final fiscal year 2019 financial information and pledged collateral status. The financial information included the beginning and ending year balances for cash balances and fund balances.

Council reviewed the proposed date for the Local Board of Appeal and Equalization for 2020.

Council reviewed a list of important dates.

A motion by Shawn Myers to adjourn the meeting. Seconded by Shannon Geihl. Carried at 9:30 pm.

Teather Bliss, City Administrator

Corey Moseng, Mayor