

## MAY 5, 2020 MEETING MINUTES OF THE CITY COUNCIL

A meeting of the Cottonwood City Council was held on Tuesday, May 5, 2020, 7:00 pm, via Zoom with Mayor Corey Moseng and Council members; Joel Dahl, Mike Horner, Shannon Geihl, and Shawn Myers present. Also present were Clerk-Administrator, Teather Bliss; Bookkeeper-Accounting Clerk, Samantha Judovsky; Fire Chief, Dale Louwagie; Lyon County Sheriff, Eric Wallen; Sambatek Engineer, John Mazzitello; and Public Works Director, Randy Fenger. Community members present were Joe Rains.

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

A motion by Shawn Myers to approve the April 21, 2020 Council minutes. Seconded by Mike Horner. Roll call by Mayor Moseng and motion carried.

Bliss presented the Council with Resolution 2020\_0505 Adoption of the Cottonwood Business Subsidy Policy. The Business Subsidy Policy was reviewed and approved by city attorney, Mike Cable; Ehlers financial advisor, Todd Hagen; and Deed Senior Economic Analyst, Ed Hodder.

A motion by Joel Dahl to approve Resolution 2020\_0505. Seconded by Mike Horner. Roll call by Mayor Moseng and motion carried.

Bliss presented the Council with Resolution 2020\_0505A Extension of a Local Emergency. Due to the current public health emergency and Emergency Executive Orders from Governor Walz, the extension of a local emergency is requested.

A motion by Shannon Geihl to approve Resolution 2020\_0505A. Seconded by Shawn Myers. Roll call by Mayor Moseng and motion carried.

Bliss updated the Council on the first meeting of the ICS Committee. The antibody rapid tests have been ordered, Dane updated the committee on the Cottonwood Ambulance, PPE supply was discussed, and the committee discussed an community initiative to hand out sanitizer to the public in small containers that they can keep in their car.

Sherriff Wallen presented the monthly incident report to the Council. He noted that there has been an uptick in domestic violence and driving under the influence.

Fenger provided Council with an update on the Public Works Department. The department had been completing tree trimming, replaced a residential curb box, worked on wells, and started with the mowing. Fenger discussed Well #7 with the Council and checked that there was still approval to move forward with getting the Well online. Council Member Horner let Fenger know that the motion was covered in the prior meeting for Well #7 to be brought online.

Fenger presented information to the council on the generator that will be needed for the main water tower and requested permission to proceed with the purchase and install.

A motion by Joel Dahl to approve the purchase and install of an independent generator with LP for the main water tower. Seconded by Shawn Myers. Roll call by Mayor Moseng and motion carried.

Fenger presented information to the council on a tool that would freeze lines so that repairs can be made without potentially damaging curb boxes or other components of public utilities. The tool would run about \$830.00 compared to the repair of a \$1500 curb box.

A motion by Shawn Myers to approve the purchase of the line freezer. Seconded by Shannon Geihl. Roll call by Mayor Moseng and motion carried.

Bliss presented the Administrator Report. Council was presented with the press release from Lyon County announcing property tax payment relief in response to COVID-19. The relief includes reduction in penalties to 1% for unpaid taxes between May 16, 2020 and June 30, 2020; and reduction in penalties to 2% for unpaid taxes between July 1, 2020 and July 31, 2020. Other information included a letter from Xcel Energy detailing the past 12 months of unscheduled power outages, project updates from MnDoT on the Highway 23 project, and the release of the Cottonwood 2019 Consumer Confidence Report.

Council member Dahl brought up the issues of utility billing that has transpired over the past few months. Council engaged in a discussion with Bliss and Fenger on coming up with a procedure on how the utility billing process will take place.

Bliss presented the Preliminary Engineering Report Scope and Fee Project from Sambatek. The PER would cover the Sanitary Sewer System of Cottonwood and is the key component to seeking funding from state and federal agencies.

Mazzitello explained that Sambatek will work financially with the City of Cottonwood on ways to hold payments until funding for the PER can be made available. Bliss stated that the conversation between the USDA, Ehlers, and Sambatek will begin so funding and project plans can be detailed for Council.

The PER discussion will be tabled until May 19 when more information can be reviewed.

Bliss presented the Valve Exercise Agreement from Rural Water, Fenger updated that the agreement is spendy and no longer needs to be considered.

Bliss updated Council that the depot will be live burned within the coming few weeks on the best day possible, Chief Louwagie has already obtained the permit.

Updates for the Main Lift project was provided, it will be a regular follow up item until project completion. The plan for the lift is to start June 1<sup>st</sup> with the new lift station online at the end of July and finalization of total project at the end of September.

Council reviewed building permit 2020\_03 for a 40x20 privacy fence and 80x58 rock wall. Impervious surface would total 22% with 3,904 square footage of structure on the 17,493 square foot lot.

A motion by Shawn Myers to approve building permit 2020\_03. Seconded by Joel Dahl. Roll call by Mayor Moseng and motion carried.

Council reviewed the proposed graduation parade route for the 2020 seniors on June 6<sup>th</sup>.

A motion by Mike Horner to approve the parade route. Seconded by Shannon Geihl. Roll Call by Mayor Moseng and motion carried.

Council reviewed the 2019-2022 Assessor Contract for services from Lyon County Assessor's Office totaling \$7,608.00.

A motion by Joel Dahl to approve the 2019-2022 Assessor Contract for services. Seconded by Shawn Myers. Roll Call by Mayor Moseng and motion carried.

Council reviewed the plumbing application for GarAnimal.

A motion by Mike Horner to approve the plumbing application for GarAnimal. Seconded by Shannon Geihl. Roll Call by Mayor Moseng and motion carried.

Council reviewed the April monthly bill sheet.

A motion by Shawn Myers to pay the monthly bills. Seconded by Shannon Geihl. Roll Call by Mayor Moseng and motion carried.

Council discussed the current situation of the City of Lakefield and the stance that they have taken on the Emergency Executive Orders of the Governor. Bliss did send the letter to Attorney Mike Cable to review and it was something that he would not recommend a city engage in. Bliss also posed several questions to the League of Minnesota Cities about the letter and the responses from League attorneys was included with the packet. A letter of support or resolution of support for local businesses from the City is something that was encouraged by both the City Attorney and League Attorney.

Council discussed the closing of the City playgrounds and if it was something that needed to continue at the moment. Council member Myers brought up the fact that when algae blooms take place in lakes, the beaches are shut down because of health risks so the playgrounds should not be treated differently during a pandemic. The council agreed that the topic would be discussed at the meeting on the 19<sup>th</sup>.

Mayor Moseng addressed the council that he had been contacted by the new owners of the cabinet facility about relocating the dust collection system to the southside of the building behind the grass sound barrier. The decibels of the collection system is unknown, and more information will be obtained before council weighs in on a decision.

A motion by Shawn Myers to adjourn the meeting. Seconded by Shannon Geihl. Carried at 9:15 pm.

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Teather Bliss, City Administrator

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Corey Moseng, Mayor