

**MCGREGOR CITY COUNCIL
REGULAR MEETING
NOVEMBER 20, 2019 6:30 P.M.**

The MCGREGOR CITY COUNCIL met in Regular Session at 6:30 p.m. on **Wednesday, November 20, 2019** at City Hall with Mayor Lyle Troester presiding. The meeting was called to order at 6:30 p.m. Mayor Troester led the Pledge of Allegiance. Council members present: Muehlbauer, Echard, Carroll, and Hallberg. Halvorson joined the meeting at 6:32 p.m.

Muehlbauer moved, seconded by Hallberg to approve the Consent Agenda by one motion a) Agenda as listed b) Regular Meeting minutes October 16, 2019 c) Bills and Claims as presented for period October 17, 2019 through, November 20, 2019 - City- \$64,891.12, Library - \$2,786.40, October 2019 Revenues - \$348138.73, October 2019 Expenses - \$112,774.97 d) Treasurer's Report for October 2019 e) Board Appointment – Historic Preservation Commission – Ellis Seavy, Bob Clark, Maureen Wild- Terms Ending 09-30-2022 and Dave Kneer – Term Ending 09-30-2020, Tree Board – Dan Keyes – Term Ending 11-15-2022, Library Board – Steph Jones – Term Ending June 30, 2020. Roll call vote: Ayes – all. Motion carried.

Hearing of Delegations: Charlene Palucci asked the status of alternate side parking signs for winter parking on A Street. Sharon Brooks requested a change to the agenda to show old business. Councilman Echard asked the status of weight restriction signage for Triangle Park as he has witnessed delivery trucks, McGregor Marina and MMU driving on the streets surrounding triangle park. Public Works Director Pape has the signs at the shop and will work at getting them put up and any additional needs ordered.

Police Report: Department will be taking part in tobacco compliance checks. The next STEP wave takes place Dec 13 to Jan 1. Grants provided for this will be used to replace cameras. A statewide grant for AEDs in squad cars is being submitted. Officers Kwilinsky and Cunningham attained their certification from the Law Enforcement Academy in October. December 8 is the holiday train in Marquette.

Operations report – Snow equipment is prepped. Crews assisted with putting up the decorations in Triangle Park. The next project will be to get the signs that are on hand installed. Pumping situation still requires constant monitoring. They continue to look for ways to improve the situation. Eventually the line at the pocket park will be bored to the storm sewer. Sander informed him that on a recent DNR conference call Mr Oppelt and Ms Sauser determined there may be a need for a discharge permit for that location. Engineer will work with the Public Works Director to meet the requirements for that location.

Economic Development Report – Duane Boelman, ED Lead, provided the council with an update on the status of the Alexander McGregor Endowment Fund. The fund started off at \$10,000 and in nine months has grown to approximately \$22,000. It is anticipated that after a year the fund will be able to make a grant to a local non-profit of about \$1,000. In conjunction with the mayor, city administrator, and ED Committee, he has been developing guidelines for the downtown business assistance program. The council had included this program in the 2017 Urban Renewal Plan amendment for an amount of \$100,000. It is TIF reimbursable. Although

still in the planning stage, it is anticipated that mini-grants –forgivable loans in the amount of \$5,000 will be made for façade and building improvements, signage and other items still being formulated. More info will be available at the December meeting.

Mayor Troester opened a scheduled public hearing to hear comments regarding a proposed amendment to Chapter 165 – Zoning Ordinance to permit consolidation of lots as a special exception in R-1 district. No comments were received at the meeting or at city hall. The hearing was closed. A hearing was requested by Shane Bartholomew to request the council – mayor provide him more detail as to what needed to be removed from the property located at 216 Center St. He has been moving out items and felt there was no junk as described in the nuisance letter. The mayor explained that when complaints from citizens are received that the council must take steps to address them. He also thanked property owner Diane Benson for her email to update council on what she has been doing to help rectify the situation. Mayor Troester will meet with him in the near future to go over what remains with the nuisance. Carroll moved, seconded by Muehlbauer to extend the deadline to the December 16 meeting to allow time to clarify the remaining items that are considered a nuisance. Roll call vote: Ayes – all. Motion carried.

Aaron Detter representing Upper Explorerland Regional Planning Commission was present to provide the council a description of services the COG provides to local governments. Included in the services provides are economic development, housing, planning, code updates, grant writing, GIS mapping, LMI surveys, concept design. He offered a visit should the city have interest in any of the services provided. Jeremy Jostand was present to discuss the NEICAC Lease Program. McGregor is one of three communities selected for construction of one the lease to own homes. The city had previously expressed interest in the program and its willingness to dispose a lot in one of the sub-divisions to the program for construction of one of the homes. Mr. Jostand stated that if the city is prepared to move forward with Lot 12 in Ohmer Ridge Subdivision that by this time next year there should be a new home nearing completion on the lot. It will be slab on grade which should alleviate any concerns about the rockiness of that lot. Halvorson moved, seconded by Hallberg to authorize the city attorney to proceed with preparation of the necessary documents to be considered at the December 16 meeting. Roll call vote: Ayes – all. Motion carried.

Echard moved, seconded by Hallberg to approve Resolution 01-11-2019 Authorizing Internal Advances of Funds for Payment of Urban Renewal Projects in the amount of \$35,712. Roll call vote: Ayes – all. Motion carried. Muehlbauer moved, seconded by Echard to approve Resolution 02-11-2019 to Appropriate Funds for Payment of Tax Incremental Debt for the Fiscal Year 2020-2021 and to Certify to the Clayton County Auditor. Total to certify \$86,415. Roll call vote: Ayes – all. Motion carried.

Hallberg moved, seconded by Muehlbauer to approve the first reading of Ordinance 11-01-2019 Amending Chapter 165 Zoning Ordinance by Permitting Consolidated Lots as a Special Exception in R-1 District. Roll call vote: Ayes – all. Motion carried. Echard moved, seconded by Carroll to waive the three reading requirement for Ordinance 11-01-2019. Roll call vote: Ayes – all. Motion carried. Hallberg moved, seconded by Echard to approve final passage of Ordinance 11-01-2019. Roll call vote: Ayes – all. Motion carried. Carroll moved, seconded by Muehlbauer to approve the first reading of Ordinance 11-02-2019 Amending Chapter 69 Parking

Regulations Prohibiting Winter Parking on that Portion of Prospect Street between 4th Street and Ash Street for a Period of 48 Hours after a Snow Day. Roll call vote: Ayes – all. Motion carried. Muehlbauer moved, seconded by Halvorson to waive the three reading requirement for Ordinance 11-02-2019. Roll call vote: Ayes – all. Motion carried. Halvorson moved, seconded by Echard to approve final passage of Ordinance 11-02-2019. Roll call vote: Ayes – motion carried. Ordinances are effective upon publication.

Mayor Troester inquired as to whether the council could take action on an item not listed on the agenda for some emergency work needed to repair several areas of storm sewer. Attorney Schuster felt that this would be appropriate in light of the nature of the work. Muehlbauer moved, seconded by Hallberg to approve a quote from Pirc-Tobin to complete repairs to the Ash Street and Garnavillo Ave storm sewer for an amount of \$10,900. Roll call vote: Ayes – all. Motion carried.

Council discussed a proposal from the post office to place mail box units in three locations. The cost of the installation to the city would be approximately \$700 per location plus installation to specifications of the concrete pad. The post office would install the units and would provide parcel units at their cost. Muehlbauer moved, seconded by Hallberg to approve the purchase of three – 16 unit CBUS to be installed on 4th Street, 5th Street and Ann Street adjacent to Canon Park. Roll call vote: Ayes – Echard, Halvorson, Muehlbauer, and Hallberg. Nays – Carroll. Motion carried.

Wastewater Operator Dale Echard had announced his planned retirement at the end of the year. Personnel committee discussions were held to determine if the new position would be 40 hours. Mayor Troester made the recommendation to the council that this position be a full time 40 hour per week position. Hours not spent at the sewer plant will be used to assist parks and street department or other duties as needed. Hallberg moved, seconded by Muehlbauer to authorize the clerk to post and publish a position opening for full time Wastewater/Street Maintenance. An official end date will be provided to the council when determined.

Sander informed the council that the city has had a phone conference with the DNR project manager assigned to the main street project. A meeting with USDA will take place early December to discuss potential grants or loans available for the water and sewer project. Davy Engineering will be providing a proposal for an inspection program of all properties located within the Main Street Project area. The inspections will be to determine if there are any illegal hookups into the sewer system and will make recommendations for correcting the problem.

With business concluded, Muehlbauer moved to adjourn the meeting. Seconded by Halvorson. Ayes – All. Meeting adjourned.

Lyle J. Troester, Mayor

Attest:

Lynette L. Sander, City Administrator