

**City of Columbus  
Regular City Council Meeting  
12.30.19**

The 12.30.19 meeting of the City of Columbus City Council was called to order at 7:01 p.m. by Mayor Preiner at the City Hall. Present were Council Members Janet Hegland, Jeff Duraine, Denny Peterson, and Shelly Logren; City Administrator Elizabeth Mursko, City Attorney Jacob Steen, and Public Communications Coordinator Jessica Hughes.

Also in attendance were: none.

**A. CITY COUNCIL REGULAR MEETING**

- 1. Call to Order – Regular Meeting 7:01 P.M.**
- 2. Pledge of Allegiance**

**B. CONSENT AGENDA**

- 3. Motion – Agenda Approval with Additions**
- 4. Motion – Approval of the 08.14.19, 08.28.19, and 09.25.19 City Council Meeting Minutes**
- 5. Motion – Pay Bills as Posted**

**Motion by Duraine to approve the Consent Agenda items 3-5. Seconded by Peterson. Motion carried unanimously.**

**C. PRESENTATIONS**

**6. Planning Commission Report**

Ron Hanegraaf came forward to give the Planning Commission report.

At their 12.18.20 Meeting the Planning Commission held a workshop on a Concept Plan submitted by Horticulture Services. The Planning Commission concluded that their business does not meet the requirements of the Commercial Showroom zoning district. The Planning Commission recommended that they consider looking at property in the Light Industrial zoning district. Council members agreed to take the Planning Commission's recommendation, as they agreed that the Commercial Showroom district is not the right location for their business.

The second portion of the Planning Commission meeting was dedicated to a land use and zoning workshop. Commissioners discussed new ordinances for zoning districts in the freeway district.

**7. Public Open Forum**

No report.

## **8. Motion – 2020 Columbus Fee Schedule Ordinance & Publication Summary**

Mursko continued by distributing the proposed 2020 Fee Schedule and supporting information for sewer and water fee changes. Deputy City Clerk Lorie Spangler also submitted information regarding other community's rental policies for Senior Centers. Mursko noted that communities have a wide variety criteria for renting their spaces. Something to note is that many centers do not have kitchens, but the Columbus Senior Center does.

At this time there is a placeholder in the 2020 Fee Schedule for the fee to rent the center and a damage deposit. She noted that the fee schedule can be adopted today and amended at a later date. The Council agreed to approve the fee schedule as is and potentially amend the Senior Center rental fee at a later date.

Peterson asked who would be expected to open and close the center if it is available for weekend or evening rentals? Mayor Preiner said that those decisions need to be worked out, and the rental price should reflect the cost to administer rentals. Mursko said that some communities use electronic locks on their rental spaces which can be programmed to either automatically open or lock at specific times or provide users with a specific code that will expire after a period of time.

Logren noted that there has been little conversation about what types of rentals the Senior Center will be available for. Mursko agreed, and said that some cities have tiered fees based on levels of direct community involvement. She added that the League of Minnesota Cities will need to be consulted regarding insurance for use of the kitchen.

Postler noted that the Local Sewer Availability Charge (LSAC) and the Water Availability Charge (WAC) still need to be updated on the 2020 Fee Schedule. Mursko agreed and said that the LSAC fee should be \$464.00 and WAC fee should be \$1,660.00.

Mursko continued to say that the fee schedule lists a new connection fee associated with public utilities. This is based on a fee that the Minnesota Department of Health charges the City. It is being instituted because the number of connections in the City has risen above 25.

The Building Department also recommended fee increases for sewer and water permits. Mursko noted that the change in the water permit fee needs to be added to this draft of the fee schedule. City Staff are also recommending an increase in the price per 1,000 gallons for sewer service, and a decrease in the price per 1,000 gallons for water service. Mursko explained that the sewer and water funds are enterprise funds that need to bring in enough money to fund the system. Research was done to understand the expenses involved in servicing the system to determine what the prices should be.

Windingstad noted that the meter rental fee should be listed as \$1,500.00, rather than \$1,000.00.

**Motion by Duraine to adopt Ordinance 19-07, the 2020 Fee Schedule, with the discussed changes to the LSAC fee, WAC fee, water meter rental fee, and water permit fee, and the understanding that Senior Center fees are to be determined by Hegland and Duraine. Seconded by Peterson. Motion carried unanimously.**

**Motion by Hegland to approve the Summary Publication of Ordinance 19-07. Seconded by Duraine. Motion carried unanimously.**

**9. ~~Motion—2020 Columbus Final Budget Resolution 19-XX~~**

## **D. STAFF & CONSULTANT REPORTS**

### **10. Engineer Report**

#### Columbus Water Supply Plan

Mursko presented Columbus' Potable Water Supply Plan to the Council. The Council informally adopted the plan at a previous meeting, and will need formal approval tonight. The plan includes comments from the DNR and other regulatory bodies that the Council can consider as the City grows.

**Motion by Duraine to approve the 2016-2018 Columbus Water Supply Plan Appropriation Permit No. 2009-0641 and direct the City Administrator to complete all necessary paperwork. Seconded by Hegland. Motion carried unanimously.**

#### Hornsby Street Realignment – DNR Easement Resolution

Mursko continued by presenting an easement resolution from the DNR for the Hornsby Street project. The easement itself is located along TH 97. Roughly one year ago soil borings were completed in the area to determine the types of easements that would be necessary for the street project. The best option based on the results of those borings is to expand the easement by roughly one fifth of an acre.

Additional borings will be submitted in January to verify the soils in the area. The easement that the DNR is requesting will be sufficient to cover any issues that arise. There is a roughly \$2,000 fee for the easement expansion, which will be included in the project's cost. Mursko is requesting that the Council approve the easement resolution and authorize submitting the application packet to the DNR.

**Motion by Peterson to approve Resolution 19-35, a resolution approving the application for**

**acquisition of easements from the Minnesota Department of Natural Resources associated with lands related to Hornsby Street and TH-97. Seconded by Duraine. Votes as follows; Peterson - aye; Hegland - aye; Mayor Preiner - aye; Duraine - aye; Logren - aye. Motion carried.**

Thurnbeck Preserve Phase I Line of Credit Release - Furman Street and Thurnbeck Preserve 2<sup>nd</sup> Addition Line of Credit for Grading Work

Postler presented two letters of credit to the Council. The first one was a line of credit release for Furman Street, to protect the condition of the road. Work on Furman Street ceased roughly a year ago. It was recently inspected and is in good shape. The second is a line of credit for the Thurnbeck Preserve 2<sup>nd</sup> Addition development.

**Motion by Duraine to approve a Line of Credit Release for Furman Street of \$10,000. Seconded by Hegland. Motion carried unanimously.**

**Motion by Duraine to approve a reduction in the Thurnbeck Preserve Second Addition Line of Credit by \$459,965. Seconded by Logren. Motion carried unanimously.**

Hornsby Street Tentative Project Schedule

Postler continued by presenting a tentative schedule for the reconstruction of Hornsby Street south of TH 97. This schedule is assuming that the Council would like to complete the project in 2020.

Postler added that the schedule includes a line for property acquisition, which would only be necessary if the project expands outside of the current right-of-way.

The schedule can be taken simply as information or the Council could make a motion authorizing engineering services or surveys to begin work on the project. The Council agreed that because this project is heavily tied to the City's budget discussion they would prefer to simply take it as information at this time.

SCADA Project Change Order

Postler finished by presenting a small amendment to the City's SCADA project. This project involved two contractors; EIM and In Control. The amendment is a change order in the amount of \$2,200, relating to the SCADA system work by In Control. Postler also noted that the overall project budget for engineering services was increased to \$36,000, and if costs exceed that amount the City will not be responsible for it.

**Motion by Duraine to approve Change Order Number 2 with In Control for the City's**

**SCADA Project. Seconded by Hegland. Motion carried unanimously.**

**Motion by Duraine to cap engineering services at \$36,000 for work on the City's SCADA project. Seconded by Hegland. Motion carried unanimously.**

## **11. Attorney Report**

City Attorney Jacob Steen presented a memo relating to a previous discussion about changing the City Mayor's term from two years to four years. He noted that the existing term length was set in 2006, and the City Council has the authority to change it. However, any change made will go into effect after the current term is over and the change would need to be adopted at least four weeks prior to the end of the filing term.

Duraine noted that he felt a two year term requires a lot of campaigning and for the new mayor to learn a lot in a short time. Peterson disagreed, saying that the two year term is an opportunity for the citizens to vote in a new majority of the City Council.

**Motion by Peterson to leave the mayor terms as is.**

There was no second to this motion, and discussion continued as indicated below.

Hegland asked if there is a process to turn this decision back to the citizens? Steen replied that changing the Mayor's term would require holding a Public Hearing, and the Council has the ability to hold listening sessions with citizens. Hegland said that she generally agrees with Peterson, but would like to receive feedback from citizens on the topic. Logren agreed that she would like to get the public's opinion, but would prefer to keep costs as low as possible. Mursko noted that there will be a fee incurred from drafting the ordinance, but it would be possible to hold informal listening sessions at no cost. The Council agreed that they would like to continue discussions to a later date. Steen noted that in order for the change to be effective for the next Mayoral term, the ordinance amendment would need to be in place by June of 2020.

## **12. Mayor & City Council Member's Report**

Council Member Peterson

No report.

Council Member Hegland

No report.

Council Member Duraine

No report.

### Council Member Logren

Logren reported that the Branding Subcommittee is holding a ColumBiz networking event on 01.23.20 at Running Aces Harness Park, and handed out a copy of the promotional flyer. She said that the goal of this event is to gain input on the City's branding initiative, and to determine if there are any members of the community that are interested in volunteering their time with the Branding Committee. Public Information Coordinator Jessica Hughes said that the event will be announced in an email to the Columbus Business list, and Council Members will be asked to personally deliver flyers to businesses.

Peterson suggested putting a phone number to contact on the flyer, and Logren replied that she will add her email address. Mursko suggested replacing the word "many" with "first in a series". Logren finished by saying that "hosted by the Columbus EDA and Branding Committee" will be added to the flyer as well.

### **13. Public Works Report**

Windingstad reported that he has been working on determining an exact amount to post for the no truck routes that were recently established. He said that 26,000 gross vehicle weight (GVW) seems like an appropriate amount. The signs will essentially say no trucks over 26,000 GVW on the designated roads. Council members agreed. Steen noted that it will require a simple ordinance amendment to make this change in the City Code, and he will bring a draft to a future meeting.

### **14. Public Information Coordinator Report**

No report.

### **15. City Administrator's Report**

No report.

## **E. ANNOUNCEMENTS & REMINDERS**

## **16. Calendar of Meetings**

The next EDA meeting is on 01.08.20 at 6:00 p.m.

The next City Council meeting is on 01.08.20 at 7:00 p.m.

The next Planning Commission meeting is on 01.15.20 at 7:00 p.

The next City Council workshop is on 01.22.20 from 4:00 p.m. - 6:00 p.m.

## **F. ADJOURNMENT**

**Motion by Duraine to adjourn. Seconded by Logren. Motion carried unanimously.**

Meeting adjourned at 8:04 p.m.

Respectfully Submitted:

Jessica Hughes, Public Communications Coordinator