

The Cannon Falls City Council met in a regular session on Tuesday, April 2, 2019, at 6:30 p.m. in the City Council Chambers. Present were Mayor John Althoff and Council Members Morris Mattson, Bill Duncan, Derek Lundell, Mary Jill Bringgold, Matt Montgomery, and Steve Gesme. Also present were Dave Maroney, City Administrator; Lanell Endres, Assistant City Administrator; Mike Althoff, Fire Chief/Public Works Director; Nicole Miller, Library Director; and Joe Berg, Police Lieutenant.

Call to Order Mayor Althoff called the City Council meeting to order at 6:30 p.m.

Roll Call All members were present.

Pledge of Allegiance Mayor Althoff led in the recitation of the Pledge of Allegiance.

Approval of Agenda Mayor Althoff requested the removal of the closed meeting under Council Business.

A motion was made by Council Member Duncan, seconded by Council Member Mattson and unanimously carried, to approve the Agenda minus Item D under Council Business, the closed session.

Public Input Mayor Althoff reviewed the public input procedure. No one came forward to speak with regard to items not listed on the Agenda.

Consent Agenda A. Just and Correct Claims – Accounting Period Ending March 26, 2019
B. Meeting Minutes for March 19, 2019, City Council Meeting

A motion was made by Council Member Bringgold, seconded by Council Member Mattson and unanimously carried, to approve the Consent Agenda.

Review Priority Goals (March 19, 2019) City Administrator Maroney thanked the Council and staff for their work on the goals for the City of Cannon Falls during the two meetings in March. He described the process that took place to narrow the goals down to six.

Administrator Maroney asked the Council whether the draft was representative of their understanding of the consensus that was reached on March 19, 2019.

Mayor Althoff reviewed the six priority goals:

1. Public Finance Service and Facilities.
 - a. Freeze or lower water/sewer rates, 2020-2021, and communicate with the public throughout the decision-making process.
 - b. Evaluate opportunities to improve use of space, energy

efficiency, maintenance, and repairs in the existing City Hall and study whether or not to build a new City Hall in Dakota County, redeveloping the present City Hall site for other land use.

2. Community Planning and Development.
 - a. Plan and strategize for growth, annexation, redevelopment, available waste and water capacity.
 - b. Plan and develop affordable market rate housing – rental and ownership – and daycare services.
3. Internal and External Operations.
 - a. Improve communication by and between citizens, elected officials, and staff, and better manage conflicting situations and public expectations.
 - b. Improve technology – example, online payments.

Council Members expressed agreement that this was their understanding of the priorities. Administrator Maroney stated that staff would move forward to develop some further details as to how these items would be moved forward, who would be involved, and bring back some strategies to the Council at future meetings.

Approve Revised
Format for City
Council Agenda

Administrator Maroney provided background information regarding potential revisions to the format of the Agenda. He commented that two items have been added to the proposed format:

- 1) Language had been added under Item 9 – Public Input, noting that there would not necessarily be back-and-forth dialogue between the Council and the public. The public would be given the opportunity to come and address the Council and the Council would ask any clarifying questions they might have, but there would not be any determinations or decisions made at that time.
- 2) A note would be added for the public at the end of the Agenda: If you have something that you want to bring to the City Council to be scheduled on an Agenda, there is a deadline for getting staff input and for getting the Agendas put together to get them out to the Council prior to the regular meeting. The deadline has now been set for generally 10:00 a.m. on the Thursday prior to the Tuesday night Council meeting.

Administrator Maroney stated the format was otherwise the same as what was seen prior by the Council. He commented that the most significant area of discussion was related to Public Input – whether that stays at the beginning of the Agenda or if it should be moved to the end. He requested clarification or direction from the Council with

regard to this.

Council Member Bringgold commented that she liked the added language, as she felt this helped manage expectations.

Administrator Maroney commented that staff wanted to welcome the public to come in and work with staff prior to the City Council meetings. He stated that sometimes the public felt like they had to attend Council meetings. He commented that more staff interaction with the public earlier rather than later would be more efficient for them and more efficient for the Council.

Council Member Duncan commented that scheduling public input later in the meeting was a good idea because individuals come and work through various committees or staff to get items placed on the Agenda. He stated his opinion that these individuals should be served first before the public comes up with something that they wish to speak to. He stated he would like to see the Council at least try this format for a few months and see if it worked. If not, it could always be changed back. Council Member Lundell expressed agreement that this format should be tried for a trial period of maybe six months and then revisited.

Council Member Montgomery commented that the rights for the public remain the same, whether public input was at the beginning of the meeting or at the end.

Council Member Gesme commented that he felt that things always come up in the community that needed to be addressed. He expressed concerns about the public having to sit through all of the other discussion. He stated his preference for leaving the format the way it was, other than adding the proposed language.

A motion was made by Council Member Duncan, seconded by Council Member Bringgold, to approve the new Agenda format as presented. A trial period was discussed. Following discussion, a vote was taken. All Council Members present voted aye, except Council Member Gesme voted nay. Five ayes; one nay, motion carried.

Mayo Clinic Health
Systems Utility Bill

Public Works Director Althoff provided background information with regard to Mayo Clinic Health System utility charges since 2014.

Director Althoff reviewed the results of an investigation into the metering set-up at the Mayor Clinic. It was noted that Mayo Clinic

Health System had been over-charged for both water and sewer due to the configuration of the meters. He reviewed a list of credits owed each month for sewer and for water and referenced discussions with Mayo Clinic Health System representatives. Director Althoff discussed a proposed account credit.

Council Member Bringgold asked whether the meter situation had been corrected. Director Althoff discussed a modification that had been made to the billing process and a procedure that had been implemented to handle a multiple meter situation. He commented that other commercial accounts would be evaluated and the matter discussed with the Public Works Commission.

Council Members expressed agreement with the proposed adjustment.

A motion was made by Council Member Gesme, seconded by Council Member Duncan, to accept the Mayo Clinic Health System utility bill compromise. A vote was taken, and the motion carried unanimously.

Staff Reports

Director Althoff discussed upcoming hydrant flushing and street sweeping activities. He discussed cold patching and noted that the asphalt plant was set to open on April 15 to begin permanent patching. Director Althoff stated that as soon as the roads were taken care of, Public Works would start filling holes in the boulevards from where tree stumps were taken out after last fall's storm.

Council Member Duncan inquired regarding the East Side II punch list. Director Althoff referenced discussions with the contractor and with City Engineer Greg Anderson. He stated his understanding that as soon as the frost was gone, this work would be getting started.

Library Director Miller stated that she had been trying to plan an Earth Day Expo on April 20 but did not get enough interest so this would be cancelled. She also commented that the Library will be receiving some free chairs for the children's area from Hennepin County.

Police Lieutenant Berg provided a flooding update. He noted that the Cannon River crested at 15.53 feet the previous week. He commented that one residence in town had been sandbagged.

Lieutenant Berg noted that during the previous weekend an officer noticed a vehicle that was weaving, and the driver was tested and measured at four times the legal limit. He encouraged anyone who

noticed anything like this to please report it to the Police Department.

Lieutenant Berg discussed summer events and road closures, noting that this list would be forwarded to the City Council for approval.

Administrator Maroney expressed appreciation to Kyle Paulson from the Chamber of Commerce for her assistance with the *Discover Cannon Falls* book.

Administrator Maroney reported that another \$25,000 payment had been received from the Historical Society for the house that was purchased. He stated his hope that this debt will be fully paid in the near future. He thanked the Historical Society for the payment.

Mayor and Council
Reports

Council Member Bringgold stated that she received an unsolicited citizen comment on how beautiful Minnesota Street looks.

Council Member Mattson spoke regarding the League of Minnesota Cities Annual Conference in Duluth. He stated that he attended the conference the prior year in St. Cloud, and it was very good. He commented that the first time attendee fee is approximately \$150.

Mayor Althoff discussed a request from the owner of Tilion Brewing Company for a food truck near the brewery. He referenced past discussion of this topic, and Council Members discussed past food trucks. Administrator Maroney provided background information and suggested discussion of food truck regulations, noting that there were various options in this regard.

Council Member Bringgold asked about food trucks during Fun Fest. Administrator Maroney indicated that food trucks have been allowed as part of this event. He discussed the process of permitting a food truck on public property, adding that direction would be needed from the Council in this regard.

Council Member Mattson discussed a food truck near Highway 19 last year. Administrator Maroney reiterated the need for a permitting process.

Administrator Maroney referenced past discussion of how food trucks are regulated in other communities, noting that there were several factors to consider.

Mayor Althoff asked whether the Public Works Commission could be asked to provide a recommendation to the City Council with regard to

food trucks. Administrator Maroney discussed the need to respond to the requestor and suggested Council consensus in terms of developing an Ordinance that would allow food trucks. Council Members expressed agreement with this approach. Administrator Maroney referenced concerns expressed by local restaurant owners in terms of non-property tax entities competing with taxpaying entities. Council Member Bringgold stated that special consideration should be given to someone selling something that could not be obtained anywhere else in town.

Mayor Althoff stated that he would email Ryan Seabright and tell him that the Council would be considering the matter but that more information would need to be gathered.

Discussion was held with regard to how food trucks were managed in other communities. It was suggested to check on whether the League of Minnesota Cities had any guidance to offer in this regard.

Mayor Althoff stated that he received an email from the Census Bureau asking the City to participate in a new construction program in order to update residential addresses in preparation for the 2020 Census. He commented that some cities participate and some do not. He stated his understanding that Cannon Falls has not participated in the past. He noted that volunteers would be required for this project. He suggested further discussion of this topic during a future Council meeting.

Mayor Althoff asked whether the Council would be interested in having the July Council meeting at the Cannon Valley Fairgrounds, as had been done in the past. Council Members discussed this and were generally supportive, but it was decided to discuss this further during a future Council meeting.

Adjournment

A motion was made by Council Member Duncan, seconded by Council Member Lundell and carried unanimously, to adjourn the meeting. The meeting adjourned at 7:11 p.m.

Adopted by the City Council of the City of Cannon Falls on the 16th day of April, 2019.

John O. Althoff, Mayor

ATTEST:

David Maroney, City Administrator