

The Cannon Falls City Council met in a regular session on Tuesday, November 6, 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, Finance Director; Jeffrey McCormick, Police Chief; and Wes Anway, Interim Public Works Director.

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 the recitation of the Pledge of Allegiance.
Approval of Agenda	<p>A request was made by Council Members Duncan and Bringgold to schedule a special meeting on Wednesday, November 13, 2019, at 7:30 p.m. for discussion of a personnel issue.</p> <p>A motion was made by Council Member Duncan, seconded by Council Member Bringgold and unanimously carried, to approve the Agenda as discussed.</p>
Consent Agenda	<p>A. Just and Correct Claims – Accounting Period Ending October 31, 2019</p> <p>B. Meeting Minutes for October 15, 2019, City Council Meeting</p> <p><del>C. Approve Job Description for the Utility Billing Clerk, Receptionist, Office Assistant Position</del> <i>This item was pulled by Council Member Lundell</i></p> <p>D. Accept EDA Recommendation Pertaining to Industrial Park Land Sale</p> <p>E. Authorize Staff to Negotiate a Final Subscription Agreement with Novel Energy Solutions or Nokomis Partners</p> <p>F. Hire Unscheduled Part-time Employee for Ambulance Department</p> <p>G. Unscheduled Part-time Employee Wages</p> <p>H. Skid Loader Trade-in/Purchase</p> <p>I. Resolution 2448, Authorizing 2020 City License Renewals</p> <p>A motion was made by Council Member Mattson, seconded by Council Member Lundell and unanimously carried, to approve the Consent Agenda, minus item C.</p>
Approve Job Description for the Utility Billing Clerk, Receptionist, Office Assistant Position	<p>Council Member Lundell reiterated his previous request to hear Interim Director Anway's opinion with regard to moving the utility billing clerk position from the Public Works Building to City Hall.</p> <p>Interim Director Anway stated that he and Administrator Maroney had spoken regarding this position, at which time he expressed concerns</p>

regarding what this person's role would be as staff support for the Public Works Department and how that would play into the entire position. He stated his understanding, after speaking with Administrator Maroney, that this individual would be doing the utility billing and also supporting the Public Works staff. He noted that it would be a change for the Public Works staff to have this individual housed in City Hall, but he expressed his willingness to give this a try.

Council Member Lundell also reiterated his concerns regarding the Police Department budget and waiting to fill the position until after that issue was resolved.

Council Member Bringgold noted that she had brought this item down during the last Council meeting to address some questions she had. She expressed her feeling that this was a position that needed to be filled as soon as possible, as the individual who was currently performing these duties was doing so on top of their own duties and this was becoming difficult. She commented that as long as Interim Director Anway was okay with moving the location of this position, this position should be filled as soon as possible. She also noted that if moving the position to City Hall did not work, this could be addressed in the future.

Interim Director Anway commented that it might be easier for the public to have all services in one location. He noted that some communication issues may need to be worked out.

Council Member Montgomery requested clarification that the Council was being asked to approve the job description, duties, and location of the position, adding that the actual hiring process may take some time to complete. Administrator Maroney confirmed that this was the case.

Mayor Althoff expressed agreement with approval of this job description, stating that it was worth a try to change the location and see what happened.

A motion was made by Council Member Duncan, seconded by Council Member Bringgold and unanimously carried, to approve the job description for the utility clerk, receptionist, and office assistant position.

Committees/  
Commissions Reports

Kyle Paulson, President of the Cannon Falls Area Chamber of Commerce, thanked everyone for the well wishes she received after her surgery. She also thanked the Police Department for their participation in the Trick-or-Trot event. She provided details on the success of this event. Ms. Paulson provided details on other upcoming events.

Ms. Paulson thanked Interim Director Anway and the Public Works staff for the installation and care of the flower baskets. She also thanked them in advance for all the upcoming work they would be doing for Deck the Falls and the holiday season.

Council Member Bringgold reported that the Cannon Valley Trail Joint Powers Board did not meet. She noted that a portion of the trail was currently closed for bridge work.

Administrator Maroney reported regarding recent discussions of the Personnel Committee. He referenced two items that were approved by the Council under the Consent Agenda, including the part-time ambulance position and the utility billing clerk position. He stated that a third item discussed was an update on the Public Works Maintenance II position. He expressed appreciation to the interview panel. He noted that interviews were conducted with seven candidates, adding that Interim Director Anway would follow up with several of the candidates. He stated his hope that a hiring recommendation would be forwarded to the City Council within the next couple of weeks.

Mayor Althoff noted that there would be a meeting on November 13 with SEMMCHRA and Goodhue County regarding a project in the Sandstone Ridge area. Administrator Maroney provided additional background information, noting that he would be happy to provide a tour of the Sandstone Ridge area to help clear up any questions regarding this project.

Staff

Police Chief McCormick noted that Trick-or-Trot was a big success and commented that Police Department staff enjoyed this event. He provided details regarding the upcoming Coffee, Cops, and Conversation and Triad meetings.

Mayor and Council

Mayor Althoff commented that had heard from several businesses regarding the good job that the Police Department did during the Trick-or-Trot event.

Council Member Gesme relayed information from a citizen who called him to express her gratitude to the Police Department for the great job they did during the Trick-or-Trot event. He added that he was supposed to call her back but apologized for misplacing her phone number.

Mayor Althoff stated that he had received a few recent complaints regarding odor issues at Sustane. He encouraged the public that if they notice an odor, to call City Hall. He noted that Blaize Holden from Sustane wanted to hear about any complaints.

Mayor Althoff asked Chief McCormick if the reports from last year's tornado had been submitted to the State. Chief McCormick noted that the reports were submitted and stated his understanding that reimbursement had been received. Finance Director Endres noted that State Disaster Aid reimbursement had been received and provided details regarding this. Chief McCormick added that the claim could not be submitted until everything had been finalized, with the submission having been made in September.

Mayor Althoff referenced the special meeting of the Council on November 13, along with the meeting on November 13 with representatives from Goodhue County and SEMMCHRA he had discussed earlier.

Public Input

Mayor Althoff reviewed the public input procedure.

Adam Peters, Cannon Falls, noted that road work was needed on Limestone Road, and asked who would pay for street improvements. He noted that these problems need to be fixed prior to any building projects.

Mr. Peters also expressed concerns regarding parking in front of the winery. He suggested that parking revert back to parallel during the winter months. He noted that truck parking continued to be a problem along Mill Street.

Tim Malchow, Cannon Falls, referenced recent discussion of the Police Department budget, stating that this had been weighing heavily on his heart and that of his family. He discussed why he chose to live and work in Cannon Falls rather than another community. Mr. Malchow expressed his opinion that it was not a good idea to cut administrative staffing in the Police Department, as this would take time away from the Police Officers who were protecting the public. He recommended careful consideration of these issues by the

Council.

Nick King, Cannon Falls, expressed concerns regarding sending officers out alone if Police Department staffing was cut.

Paul Larson, Cannon Falls, introduced himself as a Cannon Falls Police Officer. He thanked Council Member Montgomery for going along on a ride-along. He encouraged other members of the Council who were interested in doing so to contact the Police Department. He stated that the looming vote on the Police Department's budget has been detrimental to Police Department morale. He noted that if an administrative position was eliminated, Police Officers would need to spend more time performing administrative functions. He referenced Council Member Bringgold's earlier comments about the challenges and impacts of increasing the workload of City staff.

Adjournment

A motion was made by Council Member Duncan, seconded by Council Member Mattson and carried unanimously, to adjourn the meeting. The meeting adjourned at 6:59 p.m.

Adopted by the City Council of the City of Cannon Falls on the 19<sup>th</sup> day of November, 2019.

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John O. Althoff, Mayor

ATTEST:

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David Maroney, City Administrator