

The Cannon Falls City Council met in a regular session on Tuesday, March 17, 2020, at 6:30 p.m. in the City Council Chambers. Present were Mayor John Althoff and Council Members Bill Duncan, Derek Lundell, Mary Jill Bringgold, Matt Montgomery, and Steve Gesme; Council Member Morris Mattson was absent. Also present were Dave Maroney, City Administrator; Wes Anway, Interim Public Works 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 Roll call was conducted. Mayor Althoff and Council Members Lundell, Bringgold, Duncan, Montgomery and Gesme were present. Council Member Mattson was absent.

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

Approval of Agenda A motion was made by Council Member Duncan, seconded by Council Member Lundell and unanimously carried, to approve the amended Agenda.

Public Hearings:  
Resolution 2469,  
Certifying Unpaid  
Utility Charges to be  
Collected With Taxes

City Administrator Maroney noted that Council Members had received a list of the current delinquencies. He commented that the amount was similar to the amount that has been certified in the past. He explained the process that needed to take place in order for delinquent utility charges to be collected through special assessments.

Mayor Althoff opened the Public Hearing for this item at 6:32 p.m.

Adam Peters, Cannon Falls, offered a suggestion in lieu of certifying special assessments. He suggested that the City charge a shut-off fee and a hook-up fee so people do not get by with not paying their utility bills for long periods of time. He commented that he has lived in towns where the water was shut off if payments were more than two or three months late. He suggested that this could be an option for Cannon Falls. No one else came forward to speak during the Public Hearing. The Public Hearing was closed at 6:33 p.m.

A motion was made by Council Member Bringgold, seconded by Council Member Duncan, to adopt Resolution 2469, certifying unpaid utility charges to be collected with taxes.

Council Member Lundell commented that going forward, in light of the coronavirus situation, if people are losing their jobs or for whatever reason cannot pay their water bills, they should communicate with the City so that something can be done to assist them.

Mayor Althoff referenced past discussion of this topic. He explained why the City has chosen to collect unpaid utility charges through special tax assessments, as opposed to shutting off utilities.

A vote was taken, and the motion unanimously carried.

Resolution 2470,  
Approving Tax  
Increment Financing  
Plan for TIF District  
No. 2-8

Administrator Maroney provided background information with regard to the tax increment financing process. He provided details regarding the proposed plan, including costs, revenue, and benefits to the City and to the applicant Matt Carstensen, if the plan is approved. He described the area of the Industrial Park that would be included in the TIF District. He reviewed the process that will be followed if this plan is approved.

Mayor Althoff opened the Public Hearing for this item at 6:45 p.m. No one came forward to speak during the Public Hearing. The Public Hearing was closed at 6:46 p.m.

A motion was made by Council Member Gesme, seconded by Council Member Duncan and unanimously carried, to adopt Resolution 2470, approving a tax increment financing plan for TIF District No. 2-8.

Consent Agenda

- A. Just and Correct Claims – Accounting Period Ending March 11, 2020
- B. Meeting Minutes for February 18, 2020, City Council Work Session
- C. Meeting Minutes for February 18, 2020, City Council Meeting
- ~~D. Mill Street Bike Rack Proposal~~  
*This item was pulled by Council Member Gesme*
- E. Disposal of Excess Property
- F. Resolution 2471, Accepting a Grant for \$1,000 from Mayo Clinic for the Artisan Plaza Farmers Market
- G. Private Utility Systems – Ordinance Consideration
- H. Resolution 2472, Authorizing a Swimming Pool Committee
- I. Approving 2020 Economic Development Program
- ~~J. Hiring of 2020 Pool Manager~~  
*This item was pulled by Council Member Lundell*

A motion was made by Council Member Bringgold, seconded by Council Member Duncan and unanimously carried, to approve the Consent Agenda, minus items D and J.

Council Business:

Proclamation  
Declaring Local  
Emergency

Mayor Althoff read a proclamation declaring a peacetime emergency in the City of Cannon Falls due to the COVID-19 health pandemic, effective at 6:56 p.m. on March 17, 2020.

Resolution 2473, To  
Extend the Period of a  
Mayor-Declared Local  
Emergency

A motion was made by Council Member Duncan, seconded by Council Member Montgomery and unanimously carried, to adopt Resolution 2473, to extend the period of a Mayor-declared local emergency beyond a three-day period.

Mayor Althoff provided additional information and noted that a work session will be held following the Council meeting to further discuss this situation.

Mill Street Bike Rack  
Proposal

Council Member Gesme noted that this topic had been discussed during the Public Works Commission meeting. He commented that he has been rethinking the placement of this bike rack, due to the loss of a parking stall and the fact that the bike rack would be located on a corner. He stated his opinion that the bike rack should be placed in a different location.

Mayor Althoff commented that he also attended the Public Works Commission meeting. He stated that, although no one opposed the bike rack, there had been questions regarding its placement. He suggested approving the bike rack, with its placement to be reviewed at a later date if there are problems.

Council Member Lundell asked if any other locations had been discussed. Council Member Montgomery reviewed several other locations that had been discussed during the Public Works Commission meeting. He commented that the reason for the suggested location was for visibility.

Council Member Gesme commented that the Public Works Commission had agreed that the bike rack could be placed in a different location.

Council Member Bringgold expressed agreement that she would not be in favor of giving up a parking stall. A discussion took place on this issue.

Mayor Althoff noted that Interim Public Works Director Anway had stated during the Public Works Commission meeting that this location could be tried and could be moved later if needed. Interim Director Anway discussed other possible locations.

Council Member Montgomery provided more details regarding the discussion that took place during the Public Works Commission meeting.

Council Member Gesme expressed appreciation for the discussion by the City Council and commented that he would approve of this location, as long as it could be moved later if needed.

A motion was made by Council Member Gesme, seconded by Council Member Montgomery and unanimously carried, to approve the Mill Street bike rack proposal as presented.

Hiring of 2020 Pool  
Manager

Council Member Lundell asked whether the Pool Manager would still be paid if for some reason the pool does not open this summer.

Interim Director Anway stated that this position is paid hourly. He noted that there had been a discussion with this individual regarding the COVID-19 situation, and she understands that there are no guarantees. He stated that it was thought best to get the training process started.

Council Member Duncan noted that a decision will not need to be made until May regarding whether or not the pool will open this summer.

Interim Director Anway noted that the Public Works Department will be moving forward with preparing the pool to open.

A motion was made by Council Member Lundell, seconded by Council Member Montgomery and unanimously carried, to hire Hailey Huseth as the 2020 Pool Manager.

Reports:  
Council  
Committees/  
Commissions

Kyle Paulson, President of the Cannon Falls Area Chamber of Commerce, noted that the Chamber's direction has dramatically changed in the past week. She referenced an emergency community link on the Chamber's website, which includes a listing of local, state, and national links to keep the public up to date on the latest news regarding COVID-19. She stated that she is also sending out daily updates that she receives from Chamber members. She provided an update with regard to information she has recently received. Ms. Paulson noted that the Chamber has sent out a survey regarding the economic impacts that this situation will have on Chamber member businesses and their employees. She stated that she will share those results when she receives them. She encouraged anyone with

further suggestions of what the Chamber can be doing to provide assistance to please contact her.

Brad Anderson, Goodhue County Commissioner, distributed information regarding changes being made within Goodhue County relating to the coronavirus situation. He noted that they have a great deal of emergency preparedness in place, but not necessarily for this particular situation. He described the current process in place for testing. He expressed extreme confidence in the Minnesota Department of Health for handling this situation. He stressed to the public the importance of washing their hands, covering their cough, and staying home if they are sick. He emphasized that this is critical and is the only way the spread of the virus will be mitigated. He provided updated statistics and reassurance that the County has an excellent team working on this situation. He stated that the public can access the Goodhue County website and sign up for "Notify Me," which will notify them when new information is posted on the website. He also noted that the public can sign up for "Code Red" for notification if there is a tornado. He also referenced the Goodhue County Health and Human Services Facebook page as an accurate source of information, noting that this page is updated multiple times per day.

Commissioner Anderson stated that he received an email from the Red Wing Area Chamber of Commerce regarding a scam in which people are coming to houses claiming to be from the CDC and doing inspections for COVID-19. He stated that this would never be the case and that this is not legitimate.

Ms. Paulson also noted there was another scam regarding a phone app to be purchased that allegedly tracks the coronavirus and delivers up-to-date statistics. She encouraged the public not to respond to this, as it may shut the phone down.

Commissioner Anderson commented that a lot of people will get caught up in the angst and fear of this pandemic, again offering reassurance that the best people available are working on this and again expressing his confidence in their abilities. He encouraged people to reach out to their neighbors who may need assistance and commented that this is a time of compassion and empathy and that everyone needs to think globally.

Staff

Interim Director Anway reported that the Public Works Commission met on March 2 and provided an update regarding topics that were discussed, including the previously discussed bike rack. He

referenced a situation with Tim Nybo's building on Fourth Street and what is being done regarding drainage issues. He stated that the fill and overlay project was discussed the potential project area reviewed. He provided further updates regarding other topics of discussion by the Public Works Commission.

Mayor Althoff reported that the EDA met on March 11 and had a discussion regarding the former Cannonball property. Administrator Maroney noted that the EDA also discussed the 2020 economic development program and the digital marketing program. He reported that there are currently five applications from local businesses wishing to take advantage of the Blandin grant that has been awarded for broadband use and promotion of the community, matched by a deferred loan from the EDA. He stated that additional applications are anticipated.

Interim Director Anway noted that, depending on staffing and how the COVID-19 situation works out, Public Works is tentatively looking to start flushing hydrants on April 13.

Interim Director Anway also reiterated the work that will be done on the Coldwell Banker Nybo & Associates building. Mayor Althoff asked if the pump is still in place at this building. Interim Director Anway explained the current situation.

Police Lieutenant Berg noted that Police Chief McCormick was unable to attend this meeting. He reported that Chief McCormick has started updating the City's emergency plan as the Emergency Management Director, and he commented this will be discussed further during the upcoming work session.

Mayor and Council

Council Member Gesme expressed appreciation to Mike Gesme for setting the Council Chambers up so that the Council could conduct their meeting safely.

Council Member Montgomery expressed appreciation to Interim Director Anway and the Public Works Department for the great job they have done on road patching and clearing out the compost pile.

Council Member Duncan commented that this would be Administrator Maroney's last official meeting, as Mr. Jensen will take over as City Administrator on March 23. He thanked Administrator Maroney for helping with the search for a new City Administrator and for assisting Mr. Jensen as he begins his duties. He acknowledged Administrator Maroney for going above and beyond in this regard.

Council Member Lundell thanked Administrator Maroney for his many years of service and also for staying on longer than he had originally planned.

Council Member Bringgold also thanked Administrator Maroney.

Mayor Althoff introduced Neil Jensen, the new City Administrator, and expressed appreciation to Administrator Maroney.

Public Input

Mayor Althoff reviewed the public input procedure.

An audience member asked whether there had been any input from MnDOT regarding plans for Highway 19 or Highway 52. Mayor Althoff noted that he and Administrator Maroney had talked with MnDOT representatives regarding the East Side project and that two public hearings were conducted. He stated that they have not heard anything new.

It was noted that MnDOT has just issued a notice that there will be no public meetings until further notice. A discussion took place with regard to planned projects.

Adjournment

A motion was made by Council Member Duncan, seconded by Council Member Montgomery and unanimously carried, to adjourn the meeting. The meeting was adjourned at 7:33 p.m.

Adopted by the City Council of the City of Cannon Falls on the 7<sup>th</sup> day of April, 2020.

---

John O. Althoff, Mayor

ATTEST:

---

Neil Jensen, City Administrator