

The Cannon Falls City Council met in a regular session on Tuesday, September 1, 2020, 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 Neil Jensen, City Administrator; Jeffrey McCormick, Police Chief; Laura Qualey, Community & Economic Business Specialist (remotely); Nicole Miller, Library Director (remotely); and Sara Peer, City Clerk.

Call to Order Mayor Althoff called the City Council meeting to order at 6:32 p.m.

Roll Call All members were present.

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

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

Consent Agenda

- A. Just and Correct Claims – Accounting Period Ending August 27, 2020
- B. Meeting Minutes for August 4, 2020, City Council Work Session
- C. Meeting Minutes for August 18, 2020, City Council Meeting
- D. Second Reading and Adoption of Ordinance 369, Establishing a Park Advisory Board
- E. Approve Election of CARES Act Agreement with Goodhue County
- F. 2021 Flower Basket Watering
- G. Cable Coordinator Position
- H. Public Works Director Position
- I. Resolution 2503, Approve Variance for 1208 W State Street
- J. Resolution 2504, Approve Administrative Subdivision / Lot Boundary Line Adjustment for 616 Minnesota Street E
- K. Resolution 2505, Approve Administrative Subdivision / Lot Combination for 894 Fourth Street S

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

Council Business:

Adopt Resolution
2502, Approving
Preliminary 2021
Budget and Levy and
Setting Public
Meeting Date

City Administrator Jensen provided background information regarding the budget planning process. He noted that the preliminary tax levy and budget can be decreased prior to final approval in December but cannot be increased.

Administrator Jensen discussed how the current COVID-19 pandemic has affected the economy and may impact Local Government Aid (LGA) revenue.

Administrator Jensen referenced Council discussion of maintaining the current tax levy with no increase. He stated that the department heads worked hard to compile fiscally conservative budgets for 2021. Administrator Jensen discussed personnel expenses, noting a 6% increase in healthcare insurance costs. He reviewed staffing changes and resultant budget impacts. He discussed savings as a result of refinancing City bonds. He discussed a mill-and-overlay project scheduled for 2021. He discussed plans by the Fire Department to purchase a new fire truck.

Administrator Jensen noted that the capital fund reserve could be used if there is a dramatic decrease in LGA revenue. He discussed the sewer and water funds, noting that the Council decided not to increase water and sewer fees in 2021. He referenced bond payments toward past sewer and water infrastructure projects, adding that system repairs will be needed in the near future.

Administrator Jensen noted that adoption of Resolution 2502 will establish the preliminary levy and budget and set a Public Hearing date for December 1, 2020, for discussion of the 2021 levy and budget.

Council Member Montgomery expressed agreement with the preliminary budget, with the exception of the proposed elimination of one clerical position in the Police Department. Council Member Lundell expressed agreement with the comments made by Council Member Montgomery, suggesting consideration of other potential options.

A motion was made by Council Member Duncan to adopt Resolution 2502. The motion was seconded by Council Member Bringgold. Council Member Gesme commented regarding the challenges of developing a budget in uncertain times. He stated that, although he hates to see anyone lose their job, he would be in favor of moving forward with the preliminary budget.

Mayor Althoff requested a roll call vote. Upon call of the roll, Council Members Bringgold, Duncan, Gesme and Mattson voted aye; Council Members Lundell and Montgomery voted nay. Four ayes; two nay; motion carried.

Mill Street Parking
Discussion

Administrator Jensen provided background information and referenced a citizen request for discussion of parking issues along Mill Street.

Administrator Jensen summarized a discussion with Police Chief McCormick and reviewed potential options:

- 1) Prohibit or discourage larger vehicles from parking along Mill Street.
- 2) Revert back to parallel parking on one side.
- 3) Add parking stalls along the west side of the winery on the former Lee Chevrolet property.

Council Member Lundell commented that approximately five parking stalls would be lost by reverting back to parallel parking. Council Member Bringgold commented that Mill Street is too narrow to adequately accommodate angled parking on both sides.

Council Member Duncan stated that diagonal parking was instituted in order to create more parking spots. He commented that this has led to a dangerous situation, especially involving oversized trucks. He suggested reverting back to parallel parking along the south side of the street, adding parking stalls to the former Lee Chevrolet property, and looking at prohibiting parking by oversized vehicles along the block under discussion. He stated that signage has been ineffective.

Council Member Montgomery expressed agreement that this is a dangerous situation. He commented that there is adequate parking one-half block away, in the parking lot along Hoffman Street. Mayor Althoff commented that the Merchants Bank owns a parking lot across the street from the Library, which may be an option.

Council Member Mattson asked Police Chief McCormick how many accidents have occurred in this area. Chief McCormick indicated that he would need to research this question, adding that there have been more near-misses than actual accidents. He noted that the congestion has created a traffic calming effect.

Potential configuration of the former Lee Chevrolet property was discussed.

It was suggested to consult the City Attorney in terms of prohibiting oversized vehicles. Chief McCormick provided additional information in terms of the challenges involved.

A motion was made by Council Member Bringgold to revert back to parallel parking along the south side of Mill Street for one block in front of Cannon River Winery. The motion was seconded by Council Member Gesme. A vote was conducted, and the motion carried unanimously.

CARES Act Budget
and Funding

Community and Economic Business Specialist Qualey provided background information and reviewed the proposed allocation of CARES Act funding. She reviewed the criteria for the use of these funds and described qualifying expenses. She noted that expenses must be incurred between March 15 and November 15 of 2020 and must be related to impacts of the COVID-19 pandemic. Equipment and technical upgrades were clarified.

A motion was made by Council Member Mattson to approve a CARES Act funding allocation for the City of Cannon Falls for eligible identified expenditures that comply with public health compliance, economic relief, and Coronavirus related payroll. The motion was seconded by Council Member Duncan. A vote was conducted, and the motion carried unanimously.

Council
Committees /
Commissions

Kyle Paulson, President of the Cannon Falls Area Chamber of Commerce, discussed the recent Open Air Fair on August 27, stating that there was a good turnout for this first-time event. She reported that the Fun Fest on September 10 has been cancelled. She added that Flavors of the Falls, which had been scheduled in early October, has also been cancelled for 2020. She encouraged suggestions relating to Halloween celebrations.

Council Member Montgomery discussed a recent Park Board meeting, during which pool repairs and the tennis courts were discussed. Administrator Jensen reviewed necessary pool and splash pad repairs. He indicated that the majority of these repairs will be completed this fall.

Staff

Administrator Jensen discussed inappropriate use of the compost site, noting that the Public Works Commission will be discussing this matter.

Library Director Miller discussed a drive-by celebration in honor of retiring Children's Librarian Ms. Cyndi on September 10. She reviewed story time activities. She noted that the Library will resume

normal hours beginning on September 8. She discussed upcoming programs and events.

Ms. Qualey reported that Cannon Falls was awarded a \$5,000 Small Towns grant from the Southern Minnesota Initiative Foundation toward a digital marketing campaign. She also reported that applications are still being accepted from small businesses and nonprofit organizations for Goodhue County CARES Act grants.

Mayor and Council There were no reports.

Public Input Mayor Althoff reviewed the public input procedure.

Babe O’Gorman, Cannon Falls, commented with regard to the Mill Street parking issue. He expressed concerns with regard to enforcement of parking violations and other City ordinances.

Adjournment A motion was made by Council Member Duncan, seconded by Council Member Bringgold and unanimously carried, to adjourn the meeting. The meeting adjourned at 7:25 p.m.

Adopted by the City Council of the City of Cannon Falls on the 15th day of September, 2020.

John O. Althoff, Mayor

ATTEST:

Neil L. Jensen, City Administrator