

The Cannon Falls City Council met in a regular session on Tuesday, December 15, 2020, 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 (remotely), and Steve Gesme. Also present were Neil Jensen, City Administrator; Jeffrey McCormick, Police Chief; Laura Qualey, Community and Economic Business Specialist; Sara Peer, City Clerk; Nicole Miller, Library Director (remotely); Ty Reimer, Public Works Director; and Sarah Schwarzhoff, City Attorney.

Call to Order Mayor Althoff called the City Council meeting to order at 6:30 p.m. He presented Council Member Mattson with a plaque from the City of Cannon Falls in recognition of ten years of dedicated service. He also introduced the new Public Works Director, Ty Reimers.

Roll Call All members were in attendance.

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

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

Consent Agenda

- A. Just and Correct Claims – Accounting Period Ending December 11, 2020
- B. Meeting Minutes for December 1, 2020, City Council Meeting
- C. ~~Resolution 2526, Adopting 2021 Tax Levy and Budget~~
This item was pulled by Council Member Montgomery.
- D. Approve Purchase of Ventilators and Disposal of Old Ventilators for Ambulance Department
- E. Cannon Falls Bombers Dance Team Banner Request
- F. Resolution 2528, Approving State of Minnesota Joint Powers Agreements with the City on Behalf of its City Attorney and Police Department

A motion was made by Council Member Lundell, seconded by Council Member Bringgold and unanimously carried, to approve the Consent Agenda, minus Item C.

Council Business:
Gronbach
Construction Water
and Sewer Fee
Reduction
(Cannon Belles
Cheese)

City Administrator Jensen noted that Gronbach Construction owns the building that will house the Cannon Belles Cheese plant.

Administrator Jensen stated that, due to increased construction costs resulting from the pandemic, Gronbach Construction has requested a reduction in water and sewer fees associated with the building permit and utility hookups. He noted that these fees total \$15,400.

Administrator Jensen stated that this request was discussed by the Finance Committee, which has recommended a reduction to the

minimum amount for commercial and industrial users of \$11,200, or \$5,600 for water and \$5,600 for sewer.

A motion was made by Council Member Mattson, seconded by Council Member Duncan, to reduce the fees for Gronbach Construction from \$15,400 to \$11,200.

Council Member Lundell suggested consideration of reducing the standard fees. Mayor Althoff stated that this has been discussed and will be discussed again in the future.

A vote was conducted, and the motion carried unanimously.

Approve Legal
Service Agreement
with Hoff Barry (Civil)

Administrator Jensen reported that interviews were conducted with four applicants. He stated that Attorney Sarah Schwarzhoff provided a presentation on behalf of Hoff Barry, and this firm has been recommended to provide civil legal services for the City.

A motion was made by Council Member Duncan, seconded by Council Member Gesme and unanimously carried, to approve a legal services agreement with Hoff Barry.

Approve LELS Union
Contract 2021-2023

Administrator Jensen reviewed the contract negotiation process with LELS, the Police Officers union. He highlighted changes to the contract, which he noted were minimal. He added that the contracts for the other two labor unions are in the process of being finalized.

A motion was made by Council Member Gesme, seconded by Council Member Mattson and unanimously carried, to approve the LELS contract for 2021-2023.

Resolution 2527,
Approving LELS
Health Care Savings
Plan

Administrator Jensen explained that this portion of the contract will expire at the end of the year and needs to be renewed.

A motion was made by Council Member Duncan, seconded by Council Member Mattson and unanimously carried, to adopt Resolution 2527.

Resolution 2526,
2021 Tax Levy and
Budget

Council Member Montgomery stated that, although he is requesting no changes to the budget, he wished to express concerns regarding the process of determining the Police Department budget. He stated that all City departments should be treated equitably. He stated his opinion that the Police Department is understaffed. He suggested monitoring the situation and potentially considering adjustments to the Police Department budget in the future.

A motion was made by Council Member Bringgold, seconded by Council Member Duncan, to adopt Resolution 2526, adopting the 2021 tax levy and budget. A roll call vote was requested, and motion carried unanimously.

Reports:
Council
Committees/
Commissions

Kyle Paulson, President of the Cannon Falls Area Chamber of Commerce, reported that Pat Anderson, the former Chamber President for more than 30 years, recently passed away. She provided a summary of her achievements and extended her sympathies to the family.

Ms. Paulson provided an update regarding current and upcoming Chamber events. She also discussed a fundraising raffle by the Northfield Chamber of Commerce.

Community and Business Specialist Qualey discussed recent EDA activities. She reported that there has been some interest expressed in the former Cannonball site. Ms. Qualey stated that an EDA strategic planning and goal setting meeting is scheduled for December 17. She noted that it was her goal to allocate Blandin Foundation grant funds by the end of the year, and she has accomplished this. She noted that Library Director Miller has requested \$1,360 toward Chromebook laptops for the Library to lend to Library patrons. She stated that she also spoke with Cannon Falls School District Superintendent Jeff Sampson, who is working on a project to provide families with better internet service and hotspots. She noted that the Blandin Foundation will provide matching grant funds toward these projects. She encouraged the purchase of gift cards to local businesses.

Council Member Duncan discussed a recent Planning Commission meeting, during which an administrative action and a lot split were discussed and approved.

Staff

Library Director Miller provided an update regarding Library services and projects. She discussed curbside service and building occupancy restrictions. She provided additional information regarding the purchase of Chromebook laptops.

Director Miller also discussed a future produce project and a story walk project. She discussed the creation of story time kits and invited the public to view the Library holiday window displays.

Administrator Jensen expressed appreciation to Council Member Mattson for his hard work. He welcomed Public Works Director Reimers and noted that they will begin working on a capital equipment plan.

Mayor and Council

Council Member Lundell expressed appreciation to Council Member Mattson for his service. He commented that he hopes he will stay involved.

Council Member Mattson thanked everyone for putting up with him and noted that it was a pleasure working with everyone.

Council Member Bringgold expressed appreciation to Council Member Montgomery for his input regarding the budget. She stated it behooves them all to keep an eye on things and not make decisions that are arbitrary. She also expressed condolences regarding the passing of Pat Anderson.

Council Member Duncan expressed appreciation to Council Member Mattson and stated that ten years of serving on the City Council was a major accomplishment. He wished everyone a Merry Christmas and a Happy New Year.

Council Member Gesme encouraged Council Member Mattson to stay involved. He also welcomed Director Reimers.

Council Member Montgomery expressed agreement with everyone's well wishes for Council Member Mattson. He also expressed appreciation to Administrator Jensen for the fine job he is doing for the community, specifically the renovations to the pool. He also welcomed Director Reimers and wished everyone a happy holiday season.

Mayor Althoff encouraged everyone to shop locally. He also expressed condolences to the Anderson family and noted that Patty will be missed. He also expressed congratulations to Council Member Mattson and thanked him again for his ten years of service. He expressed appreciation for him staying on with the Planning Commission. He also welcomed Director Reimers.

Public Input

Mayor Althoff reviewed the public input process. There was no public input.

Adjournment

A motion was made by Council Member Gesme, seconded by Council Member Duncan and carried unanimously, to adjourn the meeting. The meeting adjourned at 7:08 p.m.

Adopted by the City Council of the City of Cannon Falls on the 5th day of January, 2021.

John O. Althoff, Mayor

ATTEST:

Neil L. Jensen, City Administrator