

The Cannon Falls City Council met in a regular session on Tuesday, February 16, 2021, in the City Council Chambers. Present were Mayor John Althoff and Council Members Bill Duncan, Derek Lundell, Mary Jill Bringgold, Matt Montgomery, Laura Kronenberger, and Steve Gesme. Also present were Neil Jensen, City Administrator; Jeffrey McCormick, Police Chief; Laura Qualey, Community and Business Development Specialist; and Nicole Miller, Library Director (remotely)

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 Bringgold, Duncan, Kronenberger, Lundell, Gesme, and Montgomery 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 Lundell, seconded by Council Member Duncan and unanimously carried, to approve the Agenda as presented.
Presentation: 2020 Economic Development Authority Annual Report	<p>Community and Business Development Specialist Qualey presented the 2020 EDA Annual Report. She reviewed the members of the 2020 EDA Board. She discussed the mission of the EDA and detailed grant awards that were received during 2020. She summarized business activity during 2020 and business subsidies that were utilized. She pointed out the locations of EDA development sites. She discussed COVID-19 business assistance that was provided. She highlighted EDA marketing efforts and partnerships. She detailed the components of the Cannon Roots local foods initiative. She discussed expansion of the community's social media and online presence. She reviewed other community development projects in conjunction with community organizations. She summarized 2021 economic development goals. She discussed an update to the "Grow Cannon Falls" video.</p> <p>Ms. Qualey discussed Planning Commission activities during 2020. She reviewed the members of the Planning Commission summarized the work of this group during 2020.</p> <p>The former Lee Chevrolet property was further discussed.</p>
Consent Agenda	<p>A. Just and Correct Claims – Accounting Period Ending December 31, 2020</p> <p>B. Just and Correct Claims – Accounting Period Ending February 12, 2021</p> <p>C. Meeting Minutes for February 2, 2021, City Council Meeting</p>

- D. Approve Public Works Director Position
- E. Approve Pool Manager Hire
- F. Approve Police Officer Hire
- ~~G. Approve 2021 Contracted Police Services Rate~~  
*This item was pulled by Council Member Bringgold.*
- H. Approve Regional Trail Grant Application
- I. Approve John Burch Park Retaining Wall Proposal
- ~~J. Approve Update to City COVID-19 Plan~~  
*This item was pulled by Council Member Montgomery.*

A motion was made by Council Member Duncan, seconded by Council Member Montgomery and unanimously carried, to approve the Consent Agenda as presented, minus Items G and J.

Mayor Althoff introduced the new Public Works Director, Danny Howard. He was welcomed by the Mayor and Council Members. It was noted that Director Howard will begin his employment on March 8.

Council Business:  
SAC and WAC Fees  
Reduction Discussion

City Administrator Jensen provided background information regarding the current three-tiered system. He summarized recent discussion of this topic by the Public Works Commission. He referenced requests for SAC and WAC reductions for commercial projects. He stated that the Public Works Commission has recommended a standard rate of \$5,600 each for SAC and WAC fees. He requested consensus from the City Council, prior to review of the process by the City Attorney.

Administrator Jensen provided additional background information with regard to why the current system was established. Council Members expressed agreement with establishing one standard rate of \$5,600 each for SAC and WAC fees.

Approve Tax  
Increment Financing  
Services

Community and Business Development Specialist Qualey provided background information. She discussed expansion projects by Volumetric Technologies and CannonBelles and provided rationale for a TIF district in the industrial park. She stated that this would provide an opportunity for the City to recoup funds, in order to further reinvest in the community. She requested that the City Council consider authorizing Ehlers, the City's financial advisor, to execute the proposed contract as presented.

A motion was made by Council Member Gesme, seconded by Council Member Duncan and unanimously carried, to approve a tax increment financing services agreement, as presented.

Approve 2021  
Contracted Police  
Services Rate

Council Member Bringgold expressed concerns about the arrangement itself, stating her opinion that this type of contract blurs the lines between the City and a private business and puts the City at too much risk. She discussed the problems associated with an indemnification agreement. She compared the agreement to Public Works employees offering to plow private driveways for a fee. A question was raised in terms of the action being requested by the City Council. Police Chief McCormick clarified that the Council is being asked to approve the 2021 rate in order to continue the existing agreement. Council Member Bringgold cited language that the agreement was to be reviewed after one year. Council Member Duncan also expressed concerns relating to Workers Compensation coverage, stating that there would be no advantage to the City if the agreement is continued. He referenced past Council discussion of this topic, noting that there were concerns expressed at that time. Council Member Gesme spoke in support of the agreement. Chief McCormick discussed the reasons a private entity would want to hire an officer for an event. He described how having an officer on site would be an advantage to both the City and the business.

Mayor Althoff expressed concerns about out-of-town events. Chief McCormick stated that a clause was included in the policy language to address any potential request that may arise, including requests from another governmental agency. He clarified that those types of requests would be considered on an individual basis and brought before the Council for approval.

A motion was made by Council Member Montgomery to approve the 2021 contracted police services rate. The motion was seconded by Council Member Gesme. Mayor Althoff requested a roll call vote. Council Members Gesme, Kronenberger, Lundell, and Montgomery voted aye; Council Members Bringgold and Duncan voted nay. Four ayes; two nay; motion carried.

Approve Update to  
City COVID-19 Plan

Council Member Montgomery cited language from the plan pertaining to potential disciplinary action relating to an employee who fails to comply with the provisions of the plan. He asked what this would involve and who would make this decision. Administrator Jensen provided additional information in this regard and discussed the intention of this language.

Council Member Montgomery also suggested revisions relating to using the word recommendation as opposed to expectation. Council

Members discussed this language. The goals of the plan were discussed.

Police Chief McCormick discussed potential impacts to the City if employees choose not to adhere to the policy.

A motion was made by Council Member Montgomery, seconded by Council Member Bringgold and unanimously carried, to approve the plan as written.

Reports:  
Council  
Committees/  
Commissions

Council Member Lundell discussed a recent Public Works Commission meeting, during which the SAC and WAC fees were discussed. He noted that the Colvill Street water main issues, the curb stop policy, and upcoming projects were discussed. Administrator Jensen discussed the Highway 19 mill and overlay project, which is scheduled in 2022. Council Member Bringgold discussed water runoff issues in the Grove Street area. Administrator Jensen provided additional information, noting that the developer is willing to assist with trying to address these challenging issues. Mayor Althoff clarified that no changes have been made to the curb stop policy.

Council Member Montgomery discussed a recent Park Board meeting, noting that discussion items were included in the Consent Agenda in terms of hiring a pool manager and approving the John Burch Park retaining wall study proposal.

Police Chief McCormick discussed recent Police Commission meetings, during which the police services contract rate was discussed along with officer hiring recommendations.

Council Member Duncan discussed a recent Finance Committee meeting, during which the City's COVID-19 plan was reviewed along with the proposed TIF district. It was noted that a meeting will be scheduled with Cannon Falls School District representatives for discussion of John Burch Park.

Staff

Library Director Miller provided an update regarding Library programs and activities.

Administrator Jensen provided additional information relating to the retaining wall in John Burch Park and suggested further discussion by various stakeholders prior to completion of the study.

It was noted that the existing retaining wall limestone may be used for decoration purposes.

Administrator Jensen also welcomed Public Works Director Howard.

Mayor and Council

Council Member Bringgold expressed appreciation to first responders and Public Works employees during the recent frigid weather.

Council Member Montgomery commented that things are rapidly changing in terms of the COVID-19 restrictions. He suggested continuing to be vigilant.

Council Member Gesme expressed appreciation to City employees. He discussed recent League of Minnesota Cities webinars.

Mayor Althoff also expressed appreciation to Fire Department employees. He discussed upcoming meetings.

Public Input

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

Adjournment

A motion was made by Council Member Duncan, seconded by Council Member Montgomery and unanimously carried, to adjourn the meeting. The meeting adjourned at 7:40 p.m.

Adopted by the City Council of the City of Cannon Falls on the 2<sup>nd</sup> day of March, 2021.

---

John O. Althoff, Mayor

ATTEST:

---

Neil L. Jensen, City Administrator