

The Cannon Falls City Council met in a regular session on Tuesday, March 16, 2021, in the City Council Chambers. Present were Mayor John Althoff and Council Members Bill Duncan, Mary Jill Bringgold, Matt Montgomery, Laura Kronenberger, Steve Gesme, and Derek Lundell. Also present were Neil Jensen, City Administrator; Jeffrey McCormick, Police Chief; Dan Howard, Public Works Director; 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. 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 Duncan, seconded by Council Member Bringgold and unanimously carried, to approve the Agenda.

Public Hearings:  
Resolution 2540,  
Approving the  
Modification to the  
Development  
Program for Municipal  
Development District  
No. 2 and  
Establishing Tax  
Increment Financing  
Districts No. 2-9  
Within Municipal  
Development District  
No. 2 and Approving  
the Tax Increment  
Financing Plan  
Therefor, Authorizing  
an Interfund Loan,  
and Authorizing  
Execution of  
Development  
Agreement

City Administrator Jensen introduced Rebecca Kurtz from Ehlers, who provided background information. She reviewed a definition of tax increment financing and discussed how this is used to encourage development or redevelopment. She clarified that a tax increment financing plan would not result in the City giving up existing taxes but would delay the benefit from new taxes from the development.

Ms. Kurtz reviewed the process of establishing a TIF district and summarized the proposed TIF plan. She noted that the terms of the contract would be governed by a development agreement. She reported that an economic development district needs to include manufacturing, warehouse, and distribution. She noted that the two parcels within the district – the new CannonBelles facility and Volumetric Technologies – meet this requirement. She summarized discussion with the City's TIF attorney.

Ms. Kurtz reported that this proposal was presented to the EDA during a recent meeting, which recommended approval by the City Council. She referenced subsequent updates to the plan since that time.

Ms. Kurtz reviewed the next steps in the process, if the plan is approved by the City Council following the Public Hearing.

Mayor Althoff opened the Public Hearing for this item at 6:43 p.m. No one spoke during the Public Hearing. Mayor Althoff closed the Public Hearing at 6:44 p.m.

A motion was made by Council Member Duncan, seconded by Council Member Montgomery and unanimously carried, to adopt Resolution 2540, establishing TIF District 2-9.

Resolution 2542,  
Amending Resolution  
2529 Relating to  
Water and Sewer  
Access Charges

Administrator Jensen provided background information and referenced past discussion of this matter. He summarized recent discussion by the Public Works Commission, which recommends a flat fee of \$5,600 each for sewer and water access charges (SAC and WAC). He described the next steps in the process.

Mayor Althoff opened the Public Hearing for this item at 6:46 p.m. No one spoke during the Public Hearing. Mayor Althoff closed the Public Hearing at 6:47 p.m.

A motion was made by Council Member Gesme, seconded by Council Member Lundell and unanimously carried, to adopt Resolution 2542 relating to water and sewer access charges.

Presentations:  
Historical Society  
Presentation

Steve Dabelow from the Cannon Falls Area Historical Society presented donations totaling \$15,000 toward repayment of the property purchase from the City. He discussed plans to reopen the museum in April.

Police Officer Badge  
Pinning

Police Chief McCormick conducted the badge pinning ceremony. Mayor Althoff administered the Oath of Office for Officers Joseph Bond and Michael Truax.

Police Department  
2020 Annual Report

Chief McCormick summarized the Cannon Falls Police Department 2020 Annual Report. He reviewed Police Department activities, including crime investigation, patrols, emergency management, traffic stops, ordinance enforcement, welfare checks, and other services. He referenced some of the challenges resulting from the pandemic and the death of George Floyd in Minneapolis. He discussed staffing changes during 2020. He discussed the Police Reserve program and the Police Department budget. He reviewed grant funding during 2020. He discussed community engagement and officer training. He reviewed calls for service, business checks, requests for assistance, traffic stops, citations, investigations, and other 2020 statistics.

Consent Agenda

- A. Just and Correct Claims – Accounting Period Ending March 11, 2021
- B. Meeting Minutes for March 2, 2021, City Council Meeting
- C. Approve Special Assessment Termination Agreement for Olmsted Medical Center

- D. Resolution 2541, to Allow Olmsted Medical Center Easement Access
- E. Approve City Administrator's Annual Review and Step Increase
- F. Approve Change Order No. 1 – Third Street Bridge 025-597-006
- G. Approve Adding Part-Time Paramedic Positions
- H. Second Reading and Adoption of Ordinance 374 and Summary of Publication, Annexing Land Located in Cannon Falls Township, Goodhue County, MN, Pursuant to MN Statutes 414.033 Subdivision 2(3), Permitting Annexation by Ordinance
- I. Resolution 2543, Approving a Variance for Carstensen & Son Trucking at 700 Cannon Industrial Boulevard
- J. Election of 2021 Fire Department Officers

A motion was made by Council Member Bringgold, seconded by Council Member Montgomery and unanimously carried, to approve the Consent Agenda as presented.

Council Business:  
2021 Mill and Overlay  
Project

Public Works Director Dan Howard discussed the proposed mill and overlay project. He reviewed the project area and the estimated cost of the project. He noted that the initial cost estimate exceeded the budgeted amount. Administrator Jensen reviewed potential options. The project area was clarified.

A motion was made by Council Member Bringgold, seconded by Council Member Duncan and unanimously carried, to authorize WHKS to seek quotes for the 2021 mill and overlay project, as recommended by Public Works.

Reports:  
Council  
Committees/  
Commissions

Kyle Paulson, President of the Cannon Falls Area Chamber of Commerce, reported that the 2021 Discover Guides will be available within the next few days. She discussed the upcoming Easter activity. She reported that the Chamber golf tournament is scheduled on June 24. She discussed open air fair events on June 10 and August 12. She noted that Cannon Valley Trail passes will be required after April 1st. She commented that community-wide garage sales are scheduled for May 7 – 8. She discussed regional advertising.

Community and Business Development Specialist Qualey highlighted recent EDA activities.

Council Member Bringgold discussed a recent Public Works Commission meeting, during which the mill and overlay project and a potential water main replacement project were discussed.

Administrator Jensen provided additional information relating to the water main project.

Council Member Montgomery discussed a recent Park Board meeting, during which the purchase of a new diving board for the pool was approved. He provided an update regarding the John Burch Park project.

Council Member Duncan discussed a recent Finance Committee meeting, during which the Ambulance Department staffing request and a proposed City Administrator step increase were discussed along with capital equipment planning.

Council Member Duncan discussed a recent Planning Commission meeting, during which the sign request for Carstensen & Son Trucking was discussed along with sign height maximums and the need to clarify Zoning Code language relating to a definition of impervious surface.

Staff

Library Director Miller reported that patrons may once again visit the Library for brief periods, with restrictions. She discussed upcoming virtual and in-person programs and activities at the Cannon Falls Library.

Administrator Jensen summarized a recent webinar with the League of Minnesota Cities, during which funding from new stimulus bill was discussed. He discussed a potential new housing development.

Mayor and Council

Council Member Gesme discussed recycling pick-up issues and asked the public to document and report any concerns in this regard.

Mayor Althoff reviewed upcoming meetings.

Public Input

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

Adjournment

A motion was made by Council Member Lundell, seconded by Council Member Duncan and unanimously carried, to adjourn the meeting. The meeting adjourned at 7:45 p.m.

Adopted by the City Council of the City of Cannon Falls on the 6<sup>th</sup> day of April, 2021.

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John O. Althoff, Mayor

ATTEST:

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Neil L. Jensen, City Administrator