

The Cannon Falls City Council met in a regular session on Tuesday, August 17, 2021, in the City Council Chambers. Present were Council Members Bill Duncan, Laura Kronenberger, Matt Montgomery, Mary Jill Bringgold, Steve Gesme, and Derek Lundell; Mayor John Althoff was absent. Also in attendance were Neil Jensen, City Administrator; Sarah Schwarzhoff, City Attorney; Dan Howard, Public Works Director; Laura Qualey, Community and Economic Business Specialist; and Tyler Johnson, Police Officer.

Call to Order Mayor Pro-Tem Gesme called the City Council meeting to order at 6:30 p.m.

Roll Call Roll call was conducted. Council Members Bringgold, Duncan, Gesme, Kronenberger, Lundell, and Montgomery were in attendance. Mayor Althoff was absent.

Pledge of Allegiance Mayor Pro-Tem Gesme led the recitation of the Pledge of Allegiance.

Approval of Agenda Mayor Pro-Tem Gesme wished a speedy recovery to Mayor Althoff following his recent surgery.

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

Consent Agenda

- A. Just and Correct Claims – Accounting Period Ending August 12, 2021
- B. Meeting Minutes for August 3, 2021, City Council Work Session
- C. Meeting Minutes for August 3, 2021, City Council Meeting
- D. Approve WHKS Preparation of Feasibility Report for Bluff Drive
- E. Approve Deputy Registrar Pay Grade/Step Increase
- F. Approve Temporary Easement MnDOT Highway 19 Project
- G. Approve Acting Zoning Administrator
- H. Approve Curb Replacement
- I. Approve John Deere 325G Compact Track Loader Trade
- J. Approve WHKS Preparation of Feasibility Report for River Road
- K. ~~Resolution 2571, Acceptance of a Bike Rack Donation from ArtOrg~~
This item was pulled by Mayor Pro-Tem Gesme
- L. Approve Roof Inspection Reports and Repairs

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

Council Business:
2022 Preliminary
Budget

City Administrator Jensen referenced a recent workshop discussion of the preliminary budget. He stated that Department Heads have each compiled a draft budget for 2022, maintaining increases at less than 2%.

Administrator Jensen summarized anticipated revenue for 2022. He noted that local government aid (LGA) funding will increase in 2022 from \$700,111 to \$704,781. He stated that Invenergy revenue will increase by 3% in 2022. He discussed liquor license revenue and police aid.

Administrator Jensen summarized anticipated expenses for 2022, including salary increases. He noted that employee health insurance costs will actually decrease in 2022. He discussed the mill and overlay project budget. He discussed expenses relating to the Vehicle License Center, referencing recent discussion of potential options for providing this service in the future.

Administrator Jensen reviewed the proposed preliminary tax levy for 2022, totaling \$3,195,334, which represents a slight decrease from 2021. He stated that a resolution in this regard will be presented for approval during the next Council meeting.

Resolution 2572,
Approve Concept
Plan for Keller-
Baartman 79-Unit
Apartment Complex
at 415 Hickory Drive

Administrator Jensen provided background information and referenced past discussion of the project. He stated that a review of the concept plan represents the first of many steps. He noted that a motion by the Planning Commission to approve the concept plan resulted in a tie vote.

City Attorney Schwarzhoff provided additional information and discussed a request to rezone the property to R-4 PUD. She reviewed the next steps in the process. She noted that, if the concept plan is approved by the City Council, a Public Hearing would be conducted by the Planning Commission during the development stage. She described the 60-day rule that pertains to zoning requests. She requested that the Council take action to approve or deny the concept plan and provide comments to the developer relating to the project. The development stage of the process was further discussed.

A motion was made by Mayor Pro-Tem Gesme to move forward with the concept plan. The motion was seconded by Council Member Montgomery. A roll call vote was conducted. Council Members Bringgold, Duncan, Gesme, Lundell, and Montgomery voted aye;

Council Member Kronenberger voted nay. Five ayes; one nay; motion carried.

Resolution 2571,
Acceptance of a Bike
Rack Donation from
ArtOrg

Mayor Pro-Tem Gesme provided background information regarding the donation and the proposed location of the bike rack on the former Lee Chevrolet property. He expressed concerns regarding the proposed design of the bike rack. Council Members discussed the design, noting that it has been referred to as a “bike rock rack.” It was noted that the rack will accommodate regular bicycles and a fat tire bike.

A motion was made by approve Resolution 2571, accepting a bike rack donation from ArtOrg. The motion was seconded by Council Member Montgomery. A vote was conducted, and the motion carried by a vote of 5:1, with Council Member Gesme voting nay.

Reports:
Council
Committees/
Commissions/
Nonprofit
Organizations

Cannon Falls Area Chamber of Commerce President Kyle Paulson discussed the recent successful Open Air Fair. She stated that one attendee fell on the sidewalk during the event, noting that this incident has been reported. Ms. Paulson discussed an upcoming dedication ceremony for the youth mural project. She discussed the City-wide garage sales on September 17 and 18. She discussed an upcoming Chamber Board planning meeting. She detailed individual events that are planned on October 2 and 3.

Community and Economic Business Specialist Qualey discussed an EDA promotional video project.

Council Member Montgomery discussed a recent Park Board meeting, during which the use of John Burch Park was approved for upcoming events. He noted that the limestone wall project was further discussed, including potential project funding sources.

Council Member Duncan discussed a recent Finance Committee meeting, during which the Deputy Registrar pay grade / step increase was discussed along with a potential RFP process for the Vehicle License Center. Administrator Jensen provided an update in this regard.

Council Member Duncan discussed a recent Planning Commission meeting, during which the Keller-Baartman concept plan was discussed.

Council Member Lundell discussed a recent Public Works Commission meeting, noting that several topics of discussion were approved as part of the Consent Agenda. He added that a sewer credit request by Riverside Terrace and water drainage issues were also discussed.

Staff, Mayor, and
Council

Public Works Director Howard reported that the pool will be closing for the season on August 22.

Director Howard also provided updates relating to alley work, mill and overlay projects, the bridge project, and a sidewalk project.

Director Howard provided a reminder to not flush heavy-duty flushable wipes, noting that these are clogging up the pumps at the wastewater treatment plant.

Swimming pool algae issues were discussed.

Council Member Duncan discussed a recent tour of Hancock Concrete.

Council Member Montgomery expressed appreciation to this season's pool staff.

Mayor Pro Tem Gesme asked about the next steps in the Third Street Bridge water main project, and Director Howard provided additional information in this regard.

Adjournment

A motion was made by Council Montgomery, seconded by Council Member Duncan and unanimously carried, to adjourn the meeting. The meeting adjourned at 7:03 p.m.

Public Input

Public input was conducted following adjournment of the meeting.

Adopted by the City Council of the City of Cannon Falls on the 7th day of September, 2021.

Steve Gesme, Mayor Pro-Tem

ATTEST:

Neil L. Jensen, City Administrator