

The Cannon Falls City Council met in a regular session on Tuesday, July 11, 2023, in the City Council Chambers. Present were Mayor Matt Montgomery and Council Members Laura Kronenberger, Derek Lundell, Steve Gesme, Lisa Groth, Ryan Jeppesen, and Diane Johnson. Also present were Neil Jensen, City Administrator; Laura Qualey, Community & Economic Business Specialist; Jed Petersen, Public Works Director, Bill Angerman, City Engineer, Zach Logelin, Permit and License Technician; and Jeffrey McCormick, Police Chief.

- Call to Order Mayor Montgomery 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 Montgomery led the recitation of the Pledge of Allegiance.
- Approval of Agenda A motion was made by Council Member Gesme, seconded by Council Member Johnson and unanimously carried, to approve the Agenda as presented.
- Public Input Mayor Montgomery reviewed the public input procedure.
- Babe O’Gorman, Cannon Falls, commented regarding his requests for information and discussed the cost of this service. He referenced his past requests for information regarding Project Tulip and expressed concerns about the lack of public information relating to this project.
- Public Hearing:  
Resolution 2688,  
Approving  
Administrative  
Subdivision of Parcel  
Number 52.111.0010
- Community & Economic Business Specialist Qualey provided background information and discussed a pending lot purchase in the Industrial Park for a new business. She reviewed the proposed lot split and administrative subdivision process.
- Mayor Montgomery reviewed the Public Hearing procedure and opened the Public Hearing at 6:35 p.m. No one spoke during the Public Hearing. Mayor Montgomery closed the Public Hearing at 6:36 p.m.
- Council Member Johnson spoke in support of the proposed lot split. A motion was made by Council Member Lundell, seconded by Council Member Groth and unanimously carried, to adopt Resolution 2688 as presented.

Presentation:  
Pay Study  
Presentation

Mark Goldberg from David Drown Associates introduced himself and presented the results of the recent pay study. He reviewed the goals of the study, including ensuring an equitable and competitive pay system. He discussed how the study was compiled and detailed how comparisons with other communities were researched. He clarified comparison information and referenced pay equity reporting requirements.

Mr. Goldberg described a Job Evaluation Tool (JET) that has been specifically designed for the public sector and discussed how this point system is used to evaluate pay equity. He reviewed a proposed new salary range structure for City of Cannon Falls employees, beginning on January 1, 2024. He detailed the budget impacts of the proposed new pay structure, including a minimum 3% increase for all employees. City Administrator Jensen provided additional information in this regard. Council Members requested more specific information, and several examples were reviewed. Compensation for seasonal and part-time employees was discussed. Public safety employee compensation was discussed. Police Chief McCormick discussed police officer compensation and commented regarding hiring and retention challenges.

Mr. Goldberg recommended an annual salary review, in order to keep current with market trends.

The 2024 budget planning process was discussed. The next steps in the process were reviewed.

A motion was made by Council Member Johnson, seconded by Council Member Lundell and unanimously carried, to accept the pay study report as presented.

Consent Agenda

- A. Just and Correct Claims – Accounting Period Ending July 3, 2023
- B. Meeting Minutes for June 20, 2023, City Council Meeting
- C. Approve Hire of Unscheduled Part-Time Employee J. Nayagam for the Ambulance Department
- D. Approve Hire of Unscheduled Part-Time Employee S. Moody for the Ambulance Department
- E. Approve Hire of Unscheduled Part-Time Employee L. Beckman for the Ambulance Department
- F. Resolution 2687, Approving and Supporting a Cannon Valley Trail Grant Application
- G. Approve Change Order No. 1 for Bluff Drive Paving Project
- H. Approve Letter of Support for Freeborn Manor
- I. Approve Professional Services Agreement for 72nd Avenue Way

Council Member Johnson suggested discussion of expenses relating to the Cannon Valley Fair Board. City Administrator Jensen suggested scheduling a work session for further discussion of expenses and the 2024 budget.

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

Council Business: There were no other discussion items.

Reports:

Council Committees /  
Commissions /  
Nonprofit  
Organizations

Council Members Kronenberger and Groth summarized discussion during a recent Cannon Valley Trail Joint Powers Board meeting, including a bridge project and grant application.

Council Member Kronenberger summarized topics of discussion during a recent Police Commission meeting, including a police officer hiring recommendation. Police Chief McCormick provided additional information.

Community & Economic Business Specialist Qualey summarized topics of discussion during the most recent EDA meeting, including the proposed lot purchase in the Industrial Park and responsibility for paving project expenses pertaining to the former Lee Chevrolet property.

Council Member Lundell summarized topics of discussion during a recent Public Works Commission meeting, including the introduction of Public Works Director Petersen, the 72nd Avenue Way project, and parking around John Burch Park.

Council Member Lundell summarized topics of discussion during a recent Finance Committee meeting, including early voting, the pay study, the former Sandstone Ridge property, the 2024 budget planning process, and sidewalks near the bridge.

Council Member Gesme summarized topics of discussion during a recent Planning Commission meeting, during which three Public Hearings were conducted relating to a Conditional Use Permit request by Ed Rymer, a Planned Unit Development proposal by Greg Jablonski, and a preliminary plat and variance request by Daniel Molenaar.

Council Member Groth summarized topics of discussion during a recent Library Board meeting, including a grant application and the 2024 budget.

Staff

Police Chief McCormick discussed the 4th of July parade and an upcoming Cannon Cruisers event on August 4.

City Administrator Jensen referenced Council discussion of scheduling a work session.

A motion was made by Council Member Groth, seconded by Council Member Jeppesen and unanimously carried, to schedule a work session on August 1st beginning at 5:00 p.m.

Mayor and Council

Council Members welcomed Public Works Director Petersen.

Council Member Kronenberger discussed the purchase of Freeborn Manor.

Council Member Johnson expressed appreciation to the VFW Auxiliary for the community breakfast and congratulated the Cannon Valley Fair Board on another successful event.

Mayor Montgomery further discussed the recent Cannon Valley Fair and the 4th of July parade.

Adjournment

A motion was made by Council Member Johnson, seconded by Council Member Jeppesen and unanimously carried, to adjourn the meeting. The meeting adjourned at 7:31 p.m.

Adopted by the City Council of the City of Cannon Falls on the 1<sup>st</sup> day of August, 2023.

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Matt Montgomery, Mayor

ATTEST:

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Neil L. Jensen, City Administrator

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