

The Cannon Falls City Council met in a regular session on Tuesday, March 19, 2024, 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; Sara Peer, City Clerk; Jed Petersen, Public Works Director; Jeffrey McCormick, Police Chief; Daren Sikkink, WHKS (City Engineer); and Laura Qualey, Community & Business Development Specialist.

- Call to Order Mayor Montgomery called the City Council meeting to order at 6:30 p.m.
- Roll Call 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 Lundell, seconded by Council Member Jeppesen and unanimously carried, to approve the Agenda as presented.
- Public Input Mayor Montgomery reviewed the public comment procedure.
- Greg Kurtz introduced himself as a representative of the Cannon Valley Fair Board. He discussed upcoming events at the Fairgrounds, including potential horse races in May, a two-day demolition derby on Memorial Day weekend, and a bike race in June. He stated that the Lions Club has expressed an interest in hosting a Father's Day pancake breakfast. He detailed plans for the Cannon Valley Fair, noting that this will be held July 3-6 this year. He discussed staging for a bike race in late July and a 4-day bike race in August. He referenced potential horse race events in late September and early October.
- Consent Agenda
- A. Just and Correct Claims – Accounting Period Ending March 14, 2024
 - B. Meeting Minutes for February 20, 2024, City Council Meeting
 - C. Approve General Obligation Bond Agreement and John Burch Park User Agreements
 - D. Second Reading and Adoption of Ordinance 404 and Summary of Publication, an Ordinance of the City of Cannon Falls, Minnesota, Amending City Code Chapter 152 Related to Zoning
 - E. ~~Approve Minnesota Public Employees Association Contract (Supervisors Unit)~~
This item was pulled by Council Member Kronenberger

- F. Resolution 2740, Providing for Post-Employment Health Care Savings Plan for Supervisors
- G. Approve John Burch Park Football Scoreboard Sponsorship Signs
- H. Resolution 2741, Authorizing Creation and Use of the Extreme Risk Protection Order Fund
- I. Approve Firearms Disposal
- J. Approve Trade-Ins and Purchase of John Deere 1585 Lawnmower
- ~~K. Approve Cannon Valley Fair Water Truck Use Request~~
This item was pulled by Mayor Montgomery
- L. Approve Replacement of Makeup Air Unit and Exhaust Fan for Wastewater Treatment Plant
- M. Approve Alley Paving Quotes

A motion was made by Council Member Jeppesen, seconded by Council Member Johnson and unanimously carried, to approve the Consent Agenda, minus Items E and K.

Council Business:
2024 Street Overlay
Project

Daren Sikkink from WHKS detailed the proposed project and reviewed the project area. He reported that four quotes were received, with the lowest quote from McNamara Contracting of Rosemount in the amount of \$124,250. He noted that the City Engineer's cost opinion for the project was \$150,000, with all four quotes coming in under this amount. He stated that staff recommends awarding the contract to McNamara Contracting.

Council Member Gesme asked whether Holiday Avenue was constructed as a heavy tonnage road. Mr. Sikkink stated his assumption that this road was constructed as a heavy use road, due to its location in the Industrial Park. Council Member Gesme stated that, although there is signage, trucks use this road as a short cut. He asked whether the overlay project will be sufficient. Mr. Sikkink further reviewed the proposed overlay project.

A motion was made by Council Member Johnson, seconded by Council Member Gesme and unanimously carried, to approve the 2024 overlay project contract as discussed.

John Burch Park
Improvements Project

Daren Sikkink from WHKS provided background information and reviewed the proposed project. He stated that the City received grant funding toward replacement of the limestone wall. He detailed other project components, including replacement of the first base dugout and the concrete seating above the wall. He reviewed the

anticipated project timeline and requested that the City Council authorize advertising for bids at this time.

A motion was made by Council Member Kronenberger, seconded by Council Member Jeppesen and unanimously carried, to advertise for bids. City Administrator Jensen and Mr. Sikkink discussed the need for temporary seating during the upcoming football season.

72nd Avenue Way
Improvements

Daren Sikkink from WHKS provided background information and referenced past discussion of 72nd Avenue Way improvements. He reported that 11 bids were received, with the low bid from Albrightson Excavating of Woodville, Wisconsin, in the amount of \$246,980. He stated that the City Engineer's cost opinion for the project was \$254,000. He noted that Albrightson Excavating is the contractor the Hardwood Estates project.

Mr. Sikkink referenced past Council discussion of the assessments. He reviewed a proposal to set the total assessment amount for the project at \$150,000, or 50% of the project bid plus a contingency. He discussed the next steps in the process, referenced the assessment roll, and reviewed the proposed resolutions.

1. Resolution 2742, Declaring Cost to be Assessed and Ordering Preparation of Proposed Assessments.

A motion was made by Council Member Lundell, seconded by Council Member Johnson and unanimously carried, to adopt Resolution 2742 as presented.

2. Resolution 2743, Calling Hearing on Assessments.

A motion was made by Council Member Gesme, seconded by Council Member Kronenberger and unanimously carried, to adopt Resolution 2743 as presented.

Council Member Johnson asked what would happen if the contingency is not needed. Mr. Sikkink stated that, once approved, the assessment amount would not change. He noted that the City would be responsible for any project costs in excess of the contingency.

Approve Minnesota
Public Employees
Association Contract
(Supervisors Unit)

Council Member Kronenberger requested clarification of the pay grades and steps. City Administrator Jensen provided background information, referenced the pay study, and reviewed the union contract negotiation process for three bargaining units. He stated that

the goal was to keep the best interests of both the City and the employees in mind during negotiations. Administrator Jensen and Council Member Gesme provided additional rationale for going above the pay study. It was clarified that all three contracts will be for three years. Administrator Jensen discussed budget adjustments.

Council Member Johnson asked about pay increases for Public Works employees and non-union supervisors. Administrator Jensen indicated that this information will be discussed during the 2025 budget planning process.

A motion was made by Council Member Groth, seconded by Council Member Lundell and unanimously carried, to approve the Minnesota Public Employees Association contract as presented.

Approve Cannon
Valley Fair Water
Truck Unit Request

Mayor Montgomery stated that he pulled this item because use of the water truck is being requested for events occurring outside of the Cannon Valley Fair. He suggested discussion of how often the water truck is used and the City's cost per day or per hour of use. Public Works Director Petersen stated that there is no City staff time involved. He indicated that he would need to research the cost of the water usage and the diesel fuel. Police Chief McCormick referenced a method to calculate the value of the City's donation. Cannon Valley Fair Board representative Greg Kurtz discussed limited use of the water truck during events. Director Petersen stated that he can provide information during the next Park Board meeting. Mayor Montgomery stated that he supports City donations and assistance toward the Cannon Valley Fair but described donations toward other events held at the Fairgrounds as potentially setting a precedent. He suggested consideration of selling the water truck to the Fair Board at some point. City Administrator recommended requesting a certificate of liability, with the City listed as an additional insured party.

A motion was made by Council Member Gesme to approve the request to use the water truck for events at the Fairgrounds, contingent upon receipt of a certificate of liability from the Cannon Valley Fair Board prior to the first event in May. It was noted that there are additional events that were not listed on the request. It was suggested to table action until the next Council meeting to allow time for a revised list of events to be submitted. Council Member Gesme withdrew his motion. Police Chief McCormick referenced a per-hour rate of \$40.76, based on FEMA guidelines for a 1500 gallon tanker truck. No Council action was taken at this time.

Reports:

Council Committees /
Commissions /
Nonprofit
Organizations

Community & Business Development Specialist Qualey provided an update regarding the Hardwood Estates project, noting that eight lots are under contract and the plat is in the process of being recorded.

Public Works Director Petersen summarized topics of discussion during a recent Public Works & Park Board meeting, including items that were listed on the Consent Agenda, a trail update, and public comment on the swans. Further information was provided regarding the swan habitat.

Council Member Groth summarized topics of discussion during a recent Library Board meeting, including an updated sick and safe policy and the new doors.

Staff

Police Chief McCormick summarized topics of discussion during a recent Police Commission meeting, including the firearms disposal, proposed Resolution 2741, and the donation of two AEDs. He stated that a third AED will be installed at John Burch Park.

Public Works Director Petersen discussed the hydrant flushing schedule. He issued a reminder with regard to ice and snow removal procedures and parking restrictions during snow events. He provided updates relating to upcoming construction projects and temporary water connections.

Daren Sikkink from WHKS discussed tree clearing. Mayor Montgomery asked about tree placement, and Director Petersen provided information in this regard.

Police Chief McCormick further discussed predicted snow events and parking restrictions.

City Administrator Jensen referenced pending State legislation that would restrict the zoning authority of cities and suggested monitoring proposed bills.

Mayor and Council

Council Member Groth provided a Chamber update. She discussed an Easter egg hunt and other activities on March 30.

Mayor Montgomery encouraged residents to complete the school survey. He congratulated the boys basketball team, the robotics team, and the math league on their successful competitions.

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 7:13 p.m.

Adopted by the City Council of the City of Cannon Falls on the 2nd day of April, 2024.

Matt Montgomery, Mayor

ATTEST:

Neil L. Jensen, City Administrator