

AGENDA
REGULAR CITY COUNCIL MEETING
NOVEMBER 14, 2022

1. Call to Order and Pledge of Allegiance: 7:00 p.m. Council Chambers

- Mayor Erickson called the Cokato City Council to order Monday, November 14th, 2022 at 7:00 p.m. in the council chambers. Members present were Mayor Erickson, Council Members Harju, Martinson, Sebring, and Wilson. Also present were members of the Public and Staff.

2. Approval of Agenda

- **Motion** by Wilson to approve the agenda seconded by Harju, all voted aye.

3. Public Forum

- Cokato citizen Ian Wuollet expressed concern over a sidewalk on 3rd St. that is no longer handicap accessible due to it being cracked and damaged. Public Maintenance Director Jeff Degrote was going to check the sidewalk and see what could be done to fix the issue.

4. Consent Agenda Items

a. Approval of Minutes from October 10, 2022 City Council Meeting Minutes

b. Sheriff's Report

c. Resolution 2022-45 Appointing individuals to Fire Department

d. Resolution 2022-46 Steve Luhman pay increase and reassignment to Public Works Operator with additional licenses

e. Dassel and Cokato Trail Agreement – Future Studies

- Items 4a and e were pulled for further discussion.
- **Motion** by Sebring to approve items b, c, and d seconded by Wilson, all voted aye.
- Council member Martinson clarified that he does want detailed claims and he was just questioning why there were so many on the October council minutes.
- **Motion** by Martinson to Approve 4a October council minutes seconded by Harju, all voted aye.
- Council member Wilson stated that the agreement talks about a 20% grant but the amounts listed do not equal a 20% split. Administrator Potter stated that the council would be informed about exact numbers after the feasibility study is complete. Engineer Halverson clarified that the 20% match on most of the federal grants is for eligible expenses that are all construction related. The preliminary expenses such as administrative and permitting are not always eligible and that could be why the numbers are different.
- **Motion** by Wilson to approve 4e Dassel and Cokato Trail Agreement – Future Studies seconded by Sebring, all voted aye.

5. Mayors Report

a. Ordinance 2022-07 Increasing damage deposit fee from \$25 to \$100 for City Conference Rooms

- There was recently some damage done to a bathroom faucet by a rental party and unfortunately it could not be fixed, and public works had to replace it. Currently the damage deposit of \$25 does not cover much for repair expenses. Council member Martinson stated that he believes \$100 is not enough and that the damage deposit should be raised to \$150. It is rare that any damage occurs generally people are pretty good at cleaning up after themselves.
- **Motion** by Harju to adjust the damage deposit amount to \$150 and approve ordinance 2022-07 seconded by Sebring, all voted aye.

b. Ordinance 2022-08 Prohibiting Illegal Dumping at Compost Facility

- Last month Council member Martinson brought up that the city may need any ordinance against illegal dumping at the city compost site. Wright County Sheriffs Office said that they would need an ordinance to enforce the ordinance and ticket for illegal dumping. Council member Harju would like to include the statement “and or the cost of cleanup for illegally dumped materials” after the cost of prosecution. If somebody were to leave something hazardous, they would also have to reimburse for the cost of the cleanup.
- **Motion** by Harju to approve ordinance 2022-08 with the addition of “and or the cost of disposal” seconded by Martinson, all voted aye.
- c. Resolution 2022-48 Canvassing Board**
 - Mayor Erickson congratulated council member Harju on being the mayor elect and council members Sebring and Wilson for being elected for another four-year term on the city council.
 - **Motion** by Martinson to approve resolution 2022-48 Canvassing Board, seconded by Sebring; all voted aye.
- d. Public Works Worker Update**
 - Administrator Potter informed the council that 12 people applied for the open public works position. Potter and Public Works Director Degrote interviewed four candidates and they are currently talking with two of the applicants and completing reference and background checks. Will bring a recommendation to council by next meeting.
- e. Resolution 2022-47 appointing individuals as Ambulance Drivers**
 - There is a new law because of a shortage of ambulance personnel that if a person has taken a driving course and completed a CPR course they are allowed to drive the ambulance when needed. Davis Kirkpatrick, Philip Munson, and Carl Aho have applied to become ambulance drivers. Administrator Potter gave two pay options to council for the ambulance driver only position and requested guidance by the council. Option 1: pay at the same rate of the EMTs. Option 2: pay at half the rate of on call pay for the current EMTs and current minimum wage for run time because the ambulance drivers will not have the same responsibilities as an EMT. Council member Sebring stated that he is aware of some current firefighters that would be willing to help drive the ambulance and the city would not need to spend more money on background checks and trainings. Sebring suggested that using firefighters may be the better route. Sebring suggested pay option 2, because there would be no incentive for a driver to continue their training to become an EMT if the pay is the same. Council member Harju also suggested pay option 2.
 - **Motion** by Harju to approve Resolution 2022-47 with pay option 2 (minimum wage for run time and half the rate of current on call pay) seconded by Wilson. Further discussion by Mayor Erickson clarifying that if a firefighter responds to a call and the ambulance requests additional help the firefighter driving would make the same amount of pay as they would if they were on the fire call (\$3 above the current minimum wage).
 - **Motion** to approve resolution 2022-47 after further discussion, seconded by Wilson; all voted aye.
- 6. Public Works/Parks**
 - a. Snow Pusher for New Payloader**
 - New payloader has arrived and currently a bigger snow pusher is being looked at. The current snow pusher is 12 years old and is worn out. Public Works Director is looking at a 14-foot snow pusher rather than a 12-foot snow pusher like the city currently has. A party is interested in purchasing the old snow pusher at a higher price than the city would receive for a trade in. The 14-foot snow pusher being looked at is \$11,700 and should take about 6 weeks to arrive.
 - **Motion** by Harju to approve the purchase of the new snow pusher, seconded by Wilson; all voted aye.
 - b. Bids for Grinding Tree/Brush Pile at Compost/Brush Pile**
 - Degrote has talked to a couple of companies that do the chipping and has received prices that range from \$3 per cubic yard to \$8 per cubic yard. The companies will come to the compost site to give an estimate of cost to chip the brush pile. The companies will only grind the pile and will not haul it away,

it would be included in the leaf compost piles. Information about cost will be brought back to council to discuss further.

c. Ailie Avenue Pay Application

- Engineer Halverson stated that the bulk of the work was completed in the month of October in the amount of \$210,941. The remaining balance to finish is \$91,652. One soft spot is being observed on 53rd Street. The project will go dormant until next spring.
- **Motion** by Wilson to approve the pay application for \$210,941 seconded by Martinson; all voted aye.

d. City Mowers and Possible Acquisition Plan

- Degrote has been putting in research for a new mower. The current state bid for a broom is \$4,500. The city currently has a 2016 and 2018 John Deer Mower. The 2016 mower would be traded in. The current price of a mower is \$49,000. One mower needs to be replaced and if ordered now it would not arrive until July of 2023. Mowers used to be on a 3-year rotation until the city purchased a third mower. The John Deer's get used throughout the entire year with the brooms and blowers. The amount of the new mower after the trade in would be \$28,000. The 2018 mower was just repaired recently.
- **Motion** by Sebring to trade in the 2016 mower and purchase the new mower, seconded by Wilson; all voted aye.
- **Motion** by Harju to approve the purchase of a broom for \$4,500, seconded by Martinson; all voted aye.

7. City Administrator Report

a. Approval of Joint Powers Agreement with DC Schools

- Administrator Potter suggests approval of the Join Powers Agreement. Abby Lang from the school district extended her thanks to the council for helping maintain a strong relationship between the school district and the community. The last JPA was last updated in 2009. This will be the fifth update in close to 50 years. Sebring questioned what the annual percentage increase would be as the document doesn't state the percentage. Ultimately the council makes the decision. An additional sentence stating that the percentage needs to be approved by the city council could be added to the agreement. Council suggests that the percentage be looked at annually unless the JPA has a 3-year duration. This JPA is only for community education.
- **Motion** by Wilson to approve the Joint Powers Agreement with the additional \$8,000 added to the current rate and to renew the agreement every three years, seconded by Martinson; all voted aye.

b. Utility Bill Past Due City Processes

- The process for assessment to taxes of past due utility accounts requires a 60-day notice be given to any person that would have their past due utility bills assessed in November. Most times the homeowner would come to the office and pay the bill before it would be assessed. It is a very lengthy process. Currently in the utility process the water gets shut off after the bill becomes 3 months past due. The amount of past due bills this year is approximately \$2,700 spread over 20 accounts. Martinson expressed concern over the process not being done as it has in years past and not having time to discuss before the November meeting. Harju stated that for \$2,700 being spread out over 20 accounts it would be a lot of work to send the letters out and the information over to the auditor.

c. Megan Gustafson – 6 Month Probationary Review

- On hiring there was a possible increase in pay upon a favorable 6-month review.
- **Motion** by Sebring to approve the 6-month probationary review for Megan, seconded by Harju; all voted aye.

8. Financial Reports

a. Approval of Claims - \$471,414.30

- **Motion** by Sebring to approve claims in the amount of \$471,414.30, seconded by Harju; all voted aye.

b. Cash and Budget Reports

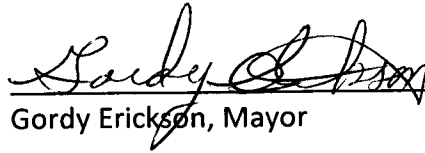
- **Motion** by Harju to approve cash and budget reports, seconded by Sebring; all voted aye.

9. Adjournment

- Motion by Harju to adjourn seconded by Wilson; all voted aye.
- Meeting adjourned at 8:15 pm.



Megan Gustafson, City Clerk



Gordy Erickson, Mayor