

AGENDA
REGULAR CITY COUNCIL MEETING
FEBRUARY 13, 2023

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

- Mayor Harju called the Cokato City Council to order Monday, February 13th, 2023 at 7:00 p.m. in the council chambers. Members present were Mayor Harju, Council Members Martinson, Sebring, and Wilson. Also present were members of the Public and Staff.

Swear in New Councilmember Hutch Erickson

- Erickson signed an Oath of Office

2. Approval of Agenda

- Martinson requested adding discussion on the closing time of the tennis courts to the Mayors Report item h.
- **Motion** by Wilson to approve the agenda with the addition of Mayors Report item h, closing time of the tennis courts seconded by Martinson, all voted aye.

3. Public Forum

- None.

4. Consent Agenda Items

- a. **Approval of Minutes from January 9, 2023 and February 6, 2023 Special City Council Meeting**
- b. **Sheriff's Report – January, 2023**
- c. **Additional Signers at the City's Financial Institutions**
- d. **Resolution 2023-06 Records Retention - Disposal of Records**
 - **Motion** by Sebring to approve the consent agenda, seconded by Martinson; all voted aye.

5. Mayors Report

a. Wright County Sheriffs Office 2022 Report

- Lieutenant Wirkula gave the annual Sheriffs Office report.
- **Motion** by Sebring to approve the Sheriffs report, seconded by Wilson; all voted aye.

b. Resolution 2023-07 Approving LMC Grant Navigator – Grant Issuance – Grant to seek for Historical Museum

- Administrator Potter stated that this would be a grant to help us learn to write grants and get additional outside help writing grants. Councilmember Wilson voiced that this would be a great grant to apply for so that staff can learn more about writing grants and they can learn more about what other grants may be available.
- **Motion** by Wilson to approve the grant application process, seconded by Erickson; all voted aye.

c. Resolution 2023-08 - 2023 Employee Wages

- The personnel committee met with administrator Potter to discuss pay raises and the decision was made to increase one step on the pay scale. Councilmember Wilson suggested having further discussion about the pay step chart and how to proceed in the future so employees do not become maxed out on the pay scale chart as quickly.
- **Motion** by Martinson to approve the employee wages, seconded by Wilson; all voted aye.

d. Christmas Decorations for Highway 12 and Broadway Avenue

- Administrator Potter said that it would be good to focus on the highway 12 decorations. There would be 20 decorations needed along the highway. The current decorations have been used for many years and there has been many issues getting the lights to work this year. The decorations could cost anywhere from 12,000-13,000 dollars. Public works director Degrote will also look into refurbishing the current decorations. Council suggested talking with the Cokato Chamber of Commerce and the Rotary to see if there was any interest in helping with the cost.
- e. EDA Bylaws Recommendations and Amendments**
 - Amendments have been made to the bylaws of the EDA. The EDA was enacted in 2005 but then was not used for many years. Councilmember Wilson suggested that the first few years of the EDA consists of the council members to kickstart the EDA. In the future others could be appointed to the EDA. The planning and zoning committee can help come up with some concepts and ideas for the EDA. The comprehensive plan needs to be updated.
- f. Orderly Annexation Petitions and Agreements - Veterans Park and Southwest Holding Pond**
 - Administrator Potter stated that Veterans Park and Southwest Holding Pond are two annexations that will be brought to the township board meetings in March if passed by council. The property needs to be adjacent to the city limits in order to be annexed and both of the mentioned properties are adjacent. Mayor Harju asked about the lift station not being in the Cokato City limits and suggested that it also be added to the annexation petition. Administration Potter will work on getting the lift station added.
 - **Motion** by Martinson to move forward with the annexation petitions, seconded by Wilson; all voted aye.
- g. Ordinance eliminating and amending various sections of the City Code.**
 - **Amending Section 30.55: Police Commission.**
 - **Amending Section 50.03: Delinquent Utility Accounts**
 - **Amending Section 51.005 Accounting, Billing and Collections**
 - **Amending Section 70.06b Angle & Parallel Parking within Millard Street and Water Street (no longer a street in Cokato)**
 - **Amending Section 91.20 and 91.22 Regulation of open burning definitions and burning permits**
 - Rachel Olson has been looking through the city code to get the code updated for the website. The City of Cokato no longer has a police commission so that section can be eliminated. Conflicting due dates in Section 50.03 would be cleared up. Angle and parallel parking got changed when the street repair project happened but the code has not been updated to show that. Building permits are not issued by the City of Cokato but the DNR refers citizens back to the City of Cokato to get burning permits. Open burning is prohibited in Cokato city limits unless it is for Cokato Fire Department or Public Works purposes and burning permits are not given within the city limits. Only recreational fires are allowed unless there is a current burning ban. The definition of recreational fires is currently included in the code and the definition will remain the same.
 - **Motion** by Erickson to approve the amendments, seconded by Wilson; all voted aye.
- h. Closing Time and Restrictions of Use at the Tennis Courts**
 - Councilmember Martinson stated that the Parks Commission would like to add a sign to the tennis courts that would restrict the use of the tennis courts only to tennis and pickleball from dawn to dusk.
 - **Motion** by Martinson to purchase a sign and add restrictions to the use of the tennis courts, seconded by Wilson; all voted aye.

6. Public Works/Parks

a. North Industrial Park – Consideration of Bids and Specifications

- A total of 8 bids were received. The bids ranged from \$1,214,461.51 to \$1,888,019.08. The low bidder was LaTour Construction. They are currently working on the Ailie Avenue Project. Engineer Halverson recommends awarding the bid to LaTour. The bid is good for 61 days. The initial CDC approach was not to do the full grading but the LaTour bid does include that. Wilson suggests relooking at the amount of the Deed application and there are a few other items to be looked at before a decision is made. Council scheduled a special meeting to further discuss the bid on March 3rd at 4:00pm. The cost split needs to be discussed between the CDC and the City of Cokato.

7. Financial Reports

a. Approval of Claims - \$254,404.02

- **Motion** by Sebring to approve the claims, seconded by Erickson; all voted aye.

b. Cash and Budget Reports

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

8. Reports & Information


a. Reminder – City Hall Closed Monday, February 20, 2023 for Presidents Day

9. Adjournment

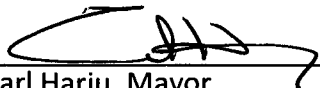
- **Motion** by Martinson to adjourn seconded by Wilson; all voted aye.
- Meeting adjourned at 8:14 pm.

ATTEST:

APPROVED BY:



Megan Gustafson, City Clerk



Carl Harju, Mayor