

**WORTHINGTON CITY COUNCIL  
REGULAR MEETING, SEPTEMBER 22, 2014**

The meeting was called to order at 7:00 p.m. in City Hall Council Chambers by Mayor Alan E. Oberloh with the following Council Members present: Mike Kuhle, Diane Graber, Rod Sankey, Ron Wood, Scott Nelson.

Staff present: Craig Clark, City Administrator; Brad Chapulis, Director of Community/Econ Development; Dwayne Haffield, Director of Engineering; Kevin Flynn, Interim Public Safety Director; Steve Robinson, Public Works Director; Janice Oberloh, City Clerk.

Others present: Erin Trester, Daily Globe; Chad Cummings; Michelle Clark, Pat Shorter.

The Pledge of Allegiance was recited.

**PUBLIC HEARING - 2013 SMALL CITIES DEVELOPMENT PROGRAM GRANT UPDATE**

The motion was made by Council Member Graber, seconded by Council Member Wood and unanimously carried to open the hearing.

Brad Chapulis, Director of Community/Economic Development, noted that we were reaching the mid-point of our Small Cities Development Program - which expires at the end of next year. A public hearing is a prerequisite of the grant at the mid-point to allow the public as well as the Council to receive information on where we are in the process, as well as what moves are being made to ensure the money is being spent.

Mr. Chapulis introduced Michelle Clark, Program Manager from the Southwest Minnesota Housing Partnership, who provided information and an update on the 2013 Small Cities Development Program Grant. Ms. Clark noted the City had contracted with the Partnership to write the Small Cities program as well as do the general administration, but the local SMOC office is the field administration for this program. Two charts were distributed to Council, one for rental and one for owner-occupied properties, along with a map indicating the target area. Currently, there are 7 projects in progress, and four completed - a total of 11 of the 23 they set out as their goal for this grant. Deed had awarded the City \$418,600 to help low to moderate incomes located within the target to rehabilitate their homes. To date, \$116,393 of those funds have been allocated to different households. Having 11 of the 23 completed or in progress is good progress towards the goal, but Ms. Clark noted that SMOC is seeing a decline in applications from that current target area, which they are attributing to language barriers. They have bilinguals going door to door to find out why the decline. They are now proposing a target area expansion as indicated in the handout. The areas selected will provide the greatest low to moderate income households. The program can provide up to 70% of rehab costs, with the other 30% being owner match, however, Ms. Clark said the Housing Partnership does write many grants to assist owners with that owner match. The SCDP assistance is structured as a 0% deferred forgivable loan.

The motion was made by Council Member Wood, seconded by Council Member Graber and unanimously carried to close the hearing.

The authorization to expand the target area by agreement was provided by a resolution adopted by the City at a prior meeting so no action was required. Ms. Clark thanked Council for their time.

#### **AGENDA CLOSED/APPROVED AS PRESENTED**

The motion was made by Council Member Nelson, seconded by Council Member Wood and unanimously carried to close/approve the agenda.

#### **CONSENT AGENDA APPROVED**

The motion was made by Council Member Wood, seconded by Council Member Kuhle and unanimously carried to approve the consent agenda as follows:

- City Council Minutes of Regular meeting September 8, 2014
- Minutes of Boards and Commissions - Water and Light Commission Minutes of September 15, 2014; Economic Development Authority Minutes of September 8, 2014; Heron Lake Watershed District Board Minutes of Regular meeting July 15, 2014
- Lease agreement between City of Worthington d/b/a Worthington Public Utilities and Ag Drainage Solutions to allow Ag Drainage Solutions to store equipment and material on approximately 0.5 acres of the approximately 5.5 acres of City-owned property, which also contains the 1.5 million gallon water tower
- Municipal Liquor Store Income Statement for the Period of January 1, 2014 through August 31, 2014
- Bills payable and totaling \$547,433.07 be ordered paid

#### **ELECTION JUDGES APPOINTED AND POLLING PLACES DESIGNATED FOR NOVEMBER 4, 2014 GENERAL ELECTION**

The motion was made by Council Member Graber, seconded by Council Member Nelson and unanimously carried to appoint the slate of election judges and designate the polling places for the November 4, 2014 General Election as presented.

#### **FIREFIGHTER RELIEF ASSOCIATION REQUEST FOR PENSION INCREASE APPROVED**

At their August 27, 2014 special meeting for budget, Council heard a request from Pat Shorter for a 1% increase to the Firemen's Pension benefit. After discussing the request, Council agreed to the 1% increase, effective January 1, 2015. The increase would give a fully vested fireman the right to

receive a pension pay-out of \$56,160 after 20 years of service.

Staff was now requesting formal approval of the increase. Craig Clark, City Administrator, noted the increase would be to full years of service, not just those left going forward at the time of approval. Pat Shorter was in attendance and noted to Council there are a few retirees drawing a monthly pension, instead of the lump sum, which is a draw on their fund.

The motion was made by Council Member Wood, seconded by Council Member Graber and unanimously carried to approve the Firefighter Relief Association request for a 1% increase in the pension amount to a benefit amount of \$2,808 per year per fireman effective January 1, 2015.

**TRANSFER OF BUDGET FUNDS FOR REPLACEMENT OF K9 SQUAD CAR #35  
APPROVED**

Kevin Flynn, Interim Public Safety Director, was requesting Council authorization to transfer \$28,325 from the Law Enforcement Equipment Revolving Service Fund to the General Fund to replace K9 squad #35 and its light bar and radio, with a 2014 Ford Explorer K9 utility vehicle. The squad was scheduled to be replaced in January 2015, however, it has an electrical problem that cannot be diagnosed without significant cost. The proposed replacement vehicle is a demonstration unit with 15,000 miles and the balance of the original 3-year, 36,000 mile warranty, and is equipped with the necessary lights as well as the needed wiring to allow the use of equipment from the retiring car, including the protective backseat cage, radar, and video camera system.

The motion was made by Council Member Wood, seconded by Council Member Graber and unanimously carried to authorize the transfer of budget funds for replacement of K9 squad car #35.

**RESOLUTION ADOPTED VACATING PORTION OF UTILITY EASEMENT IN LOT 3,  
BLOCK 1, HOMEWOOD HILLS SIXTH ADDITION**

The motion was made by Council Member Wood, seconded by Council Member Nelson and unanimously carried to adopt the following resolution vacating a portion of an easement in Lot 3, Block 1, Homewood Hills Sixth Addition:

RESOLUTION

VACATING A PORTION OF AN EASEMENT  
IN LOT 3, BLOCK 1, HOMEWOOD HILLS SIXTH ADDITION

WHEREAS, the owner of Lot 3, Block 1, Homewood Hills Sixth Addition desires to place a structure over a portion of an easement over a part of said property, and

WHEREAS, that portion of the easement is no longer required by the City.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WORTHINGTON, MINNESOTA:

1. That the following described portion of the easement described in Document No. 194036, recorded in the office of the County Recorder, Nobles County Minnesota, be hereby vacated and released:

The west 2.00 feet of the east 10.00 feet of Lot 3, Block 1, Homewood Hills  
Sixth Addition, City of Worthington, Nobles County, Minnesota.

2. That the City Clerk is hereby directed to file a certified copy of this resolution in the office of the Recorder in and for the County of Nobles, State of Minnesota.

The vacation will allow the owners of the subject property to construct an accessory structure in the northeast corner of their lot, while still maintaining 8 feet of the easement to accommodate the existing high voltage electric line and allow communication lines to be installed within the easement that are currently along the east edge of the easement, and any possible additional lines.

**MIDWEST ENGINEERING PROPOSAL FOR PROFESSIONAL SERVICES FOR INDUSTRIAL SEWER LINE UNDER INTERSTATE 90 APPROVED**

Dwayne Haffield, Director of Engineering, stated that the CIP for the Industrial Wastewater Treatment Facility has, for the past few years included the replacement of the sewer lines from the JBS plant out to the Industrial Wastewater Treatment Plant. The primary priority is the crossing under I-90 that was a direct bury before the Interstate was done. The service is an iron pipe, and televising does not work to show what's going on in the pipe with corrosion. When the line was replaced on 60 it was in very bad shape, and they're not that far apart in age. No easy fix - bonding for single user improvements creates issues. The City has been putting funds aside each year and are hoping to have that ready next year. Midwest Engineering has submitted a proposal for design services at a cost of \$5,590. There will also be permitting fees. Mr. Haffield said he was requesting two things from Council - to accept the proposal and to amend the Industrial Wastewater (605) budget to show a use of \$8,000 of reserves to fund the portion of the costs that may be incurred this year for the budgeted I-90 sewer crossing replacement. The current budget for the replacement is \$258,000.

The motion was made by Council Member Wood, seconded by Council Member Kuhle and unanimously carried to accept the proposal from Midwest Engineering in the amount of \$5,590 and to amend the 605 budget to reflect the \$8,000 use of reserves.

**RESOLUTION 3567 ADOPTED APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS - GRAND AVENUE EXTENSION PROJECT**

At their August 11, 2014 meeting, Council continued a hearing on the improvement of Grand Avenue until bids were received for use in considering the length of the improvements and surfacing type. Council ordered preparation of plans that would include alternates for concrete or bituminous surface for an improvement that would only extend to the north line of the Southwest Minnesota Housing Partnership project, and for an improvement that would extend to Darling Drive. The sidewalk improvement is proposed to be bid with two lengths to allow it to end at either termini independent of the street improvement termini. Because the date that bids were to be received could not be established at the time the Grand Avenue hearing was continued, no date for resuming the hearing was set. Staff was proposing that the hearing be continued to October 27, 2014, when the results of the bids could be presented. Mr. Haffield said that would give staff time to prepare summaries, establish rates based on bids, City shares, etc. In addition, staff was requesting Council concurrence to continue the hearing to the October 27, 2014 meeting. Staff will issue required notices.

The motion was made by Council Member Kuhle, seconded by Council Member Wood and unanimously carried to adopt the following resolution approving plans and authorizing advertisement for bids, and to set the date to continue the hearing as October 27, 2014 at the regular City Council meeting:

RESOLUTION NO. 3567

APPROVING PLANS AND SPECIFICATIONS AND ORDERING ADVERTISEMENT FOR BIDS

(Refer to Resolution File for complete copy of Resolution)

**COUNCIL COMMITTEE REPORTS**

Mayor Oberloh - The Area Transportation Partnership met today - they are looking at projects for 2016 to 2019. The City needs to get projects in the queue if there are any.

Council Member Kuhle - Nothing to report.

Council Member Graber - Memorial Auditorium Board met - no tech staff yet - working with Minnesota West on that. The Chair of the Friends of the Auditorium resigned. The re-rigging is scheduled for spring. Corn Off the Cob will be September 27<sup>th</sup> - there will be a cookout between performances, and a mixer will be held at the Auditorium on November 18<sup>th</sup>. Heron Lake Watershed met, Wayne Drealan reported on their audit - loans for septic treatment was discussed, and digital tracking software was discussed that would track pollution. Planning continues on their communication workshop.

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Council Member Sankey - Nothing to report.

Council Member Wood - Nothing to report.

Council Member Nelson - HRA met - the dirt work is progressing very well on their housing project.

### **CITY ADMINISTRATOR'S REPORT**

Craig Clark, City Administrator, introduced Steve Robinson as the new Public Works Director for the City of Worthington. Mr. Robinson thanked the City for the opportunity and said he was glad to be here.

### **ADJOURNMENT**

The motion was made by Council Member Nelson, seconded by Council Member Wood and unanimously carried to adjourn the meeting at 7:45 p.m.

Janice Oberloh, MCMC  
City Clerk