

**MINUTES  
REGULAR WASECA CITY COUNCIL MEETING  
TUESDAY, APRIL 6, 2010**

**CALL TO ORDER/ROLL CALL**

1 The regular Waseca City Council meeting was called to order by Mayor Roy Srp at 7:10 p.m.

Councilmembers present:

Mayor Roy Srp	Allan Rose
John Clemons	Cindy Coy
Larry Johnson	Mark Christiansen
Les Tlougan	

Staff present:

Crystal Prentice, City Manager  
Mary Buenzow, Records Secretary

**MOMENT OF SILENT PRAYER/PLEDGE OF ALLEGIANCE**

2 A moment of silent prayer was observed. The Pledge of Allegiance to the Flag was recited.

**APPROVAL OF AGENDA**

3 Councilmember Tlougan requested adding reports of the Joint EDA/Planning Commission and the Heritage Preservation Commission meetings, to item 11, Commission Reports.

Mayor Srp requested adding the Human Rights Commission report to item 11, Commission Reports.

It was moved by Christiansen, seconded by Tlougan, to approve the agenda as amended; the motion carried 7-0.

**VISITORS, REQUESTS AND COMMUNICATIONS**

4a **Discussion: Loon Lake Aerator**

Councilmember Clemons explained he requested this item be placed on the agenda for discussion, as he had seen an email that the DNR requested we get a bigger aerator. He wondered why would we spend any more time on this if we don't want to do anything with it anyway, and asked if the Council wished to discuss this issue. Councilmember Clemons added that the City has taken on so many other things, why spend any more time on this.

**Russ Stammer, City Engineer**, provided the Council with some history regarding the Loon Lake aerator. He stated that January testing results from the DNR showed oxygen levels had dropped to where the DNR was expecting a fish kill. The system was designed to provide oxygen in one area of the lake. Some states have decided not to go forward with aeration and prefer spending money on stocking, etc. Other shallow lakes are having the same problem.

Mayor Srp inquired if it would be better to keep the number of fish more in line with the oxygen levels. He also asked what it cost the City to run the aerator. The City Engineer replied it may make sense to keep the number of fish more in line with the oxygen levels. He stated the cost to the City for the months the aerator is operating is around \$700-\$1,000.

Councilmember Rose commented the Lakes Association has discussed this issue and the aerator is going to be on their upcoming agenda. He felt they would be able to come up with a solution.

Councilmember Clemons stated the DNR has been telling the Lakes Association that the City should put in a bigger system and pay for it. This has been an ongoing issue/experiment for 30 years. Councilmember Clemons stated he brought up this issue because he does not think we need another project right now and should just drop this. He wondered how the Council felt about this.

Mayor Srp inquired what the \$700 cost included. The City Engineer stated that is the amount of the electric bills. He does not have an estimate of staff time but it is very small. Councilmember Clemons stated he does not want to spend anymore staff time looking at proposals or talking to the DNR.

Councilmember Clemons reiterated he felt the City should leave the aerator as is, don't put anymore staff time on it, and keep the one we have.

Councilmember Coy commented she felt the Council is approaching a micro-managing situation, and the City Manager should determine the amount of staff time spent on an issue.

The City Manager asked if this is something the Council wants Staff to explore, as there is no money budgeted for this item. Mayor Srp stated the bottom line is that our aerator is just fine.

Councilmember Johnson suggested the Lakes Association work with the DNR and come up with a recommendation. He felt the Council should get their input and make a decision.

*After further discussion, Council consensus was to not spend anymore staff time on this issue.*

**Mayor Srp asked if there was anyone else in the audience, not on the agenda, who wished to address the City Council at this time. There were no comments.**

### **PUBLIC HEARINGS**

5 None

### **ROUTINE BUSINESS**

6a **Resolution No. 10-08** – USDA Rural Business Enterprise Grant

Included in the Council material was a memorandum from the Community Development Director requesting authorization for submittal of a USDA application for a Rural Business Enterprise Grant on behalf of the Waseca Economic Development Authority (EDA). The Waseca EDA is committed to securing \$200,000 for a general revolving loan fund aimed at assisting entrepreneurial startups in the community with low-interest funding options. The EDA is applying for \$99,000 and will utilize \$101,000 EDA funds to meet the match requirements.

It was moved by Coy, seconded by Tlougan, to adopt Resolution No. 10-08, A RESOLUTION OF THE WASECA CITY COUNCIL AUTHORIZING SUBMITTAL OF AN APPLICATION ON BEHALF OF THE ECONOMIC DEVELOPMENT AUTHORITY TO THE USDA FOR A RURAL BUSINESS ENTERPRISE GRANT; the motion carried 7-0.

6b **Resolution No. 10-09-** Traffic Safety Board Recommendation for certain parking restrictions on Johnson Avenue and 3<sup>rd</sup> Street SW

The Traffic Safety Board received a request from residents to restrict parking on the north side of Johnson Avenue to improve visibility at the 3<sup>rd</sup> Street SW corner.

The Traffic Safety Board held a public hearing on this matter and voted to recommend no parking on the north side of Johnson Avenue for 40 feet each side of 3<sup>rd</sup> Street SW.

It was moved by Coy, seconded by Rose, to adopt Resolution No. 10-09, A RESOLUTION OF THE WASECA CITY COUNCIL AUTHORIZING CERTAIN PARKING RESTRICTIONS ON JOHNSON AVENUE AND 3<sup>RD</sup> STREET SW; the motion carried 7-0.

Councilmember Rose commented this means only limiting two parking stalls, as the first 20 feet from the corner is no parking anyway.

6c **Resolution No. 10-10-** Traffic Safety Board Recommendation for certain parking restrictions on 2<sup>nd</sup> Avenue NE and 4<sup>th</sup> Street NE

The Traffic Safety Board received a request from the Waseca County Historical Society to restrict parking on the north side of the 300 block of 2<sup>nd</sup> Avenue NE for museum parking only, and to add two handicap parking spaces on 4<sup>th</sup> Street NE by the museum. The request for handicap parking was later reduced to one space per a verbal request.

After considering the request, the Traffic Safety Board voted to recommend a 2-hour parking restriction for the first three parking spaces west of 4<sup>th</sup> Street NE on the north side of 2<sup>nd</sup> Avenue NE, and to establish one handicap parking space on the west side of 4<sup>th</sup> Street NE at the museum ramp.

It was moved by Rose, seconded by Tlougan, to adopt Resolution No. 10-10, A RESOLUTION OF THE WASECA CITY COUNCIL AUTHORIZING CERTAIN PARKING RESTRICTIONS ON 2<sup>ND</sup> AVENUE NE AND ON 4<sup>TH</sup> STREET NE;

DISCUSSION

Councilmember Clemons asked if the motion could be amended to indicate the two hour parking be only during regular business hours, so as to allow parking for events at the Central Intermediate School.

AMENDMENT MOTION

It was moved by Rose, seconded by Tlougan, to amend the motion so that the two-hour parking is during daytime business hours; the motion carried 7-0.

VOTE ON ORIGINAL MOTION

The original motion as amended carried 7-0.

6d **Resolution No. 10-11-** Approve two-year lawful gambling premises permit – Sleigh & Cutter Festival Association

Waseca Sleigh & Cutter Festival Association has applied for a lawful gambling premises permit at PJ's Tavern, 108 South State Street, for a two-year period, from April 2010 through March, 2012. The State Gambling Control Board requires the City to adopt a resolution specifically approving or denying the permit.

It was moved by Clemons, seconded by Rose, to adopt Resolution No. 10-11, A RESOLUTION OF THE WASECA CITY COUNCIL APPROVING LAWFUL GAMBLING PREMISES PERMIT TO WASECA SLEIGH & CUTTER FESTIVAL ASSOCIATION AT PJ'S TAVERN, WASECA, MN; the motion carried 7-0.

6e **Appointment to Human Rights Commission**

A vacancy exists on the City Human Rights Commission. An application was received from Jody Thompson, who is interested in appointment to this commission.

It was moved by Tlougan, seconded by Srp, to appoint Jody Thompson to a three-year term on the Human Rights Commission, the motion carried 7-0.

**UNFINISHED BUSINESS**

7 None

**NEW BUSINESS**

8a **Northwest Nature Park agricultural property proposal**

Park Director Mark Bartelt explained he was contacted by the Waseca County Natural Resource Conservation Service (NRCS) about an opportunity to place agricultural acreage within Northwest Nature Park property into the Federal Government Conservation Reserve Program (CRP). The Park Director is requesting Council direction regarding this matter.

Lengthy discussion ensued regarding the proposal to place the property in CRP. The Park Director listed the benefits and explained the cost share. He stated it would create new low-impact trails on that property and would be a great enhancement to this park. The Park Director stated the Park Board also feels this is a great idea and voted unanimously in favor.

Councilmember Rose inquired as to the net cost to taxpayers. The Park Director explained there may be initial expenses, for seeding, etc., and then it will just be minor maintenance.

The Park Director explained there is a sense of urgency to this issue, as the State only has 10,000 acres of CRP available, and the land is going fast.

After further discussion, it was moved by Clemons, seconded by Johnson, to approve a 15-year contract with Waseca County Natural Resource Conservation Service Federal Conservation Reservation Program (CRP) on Northwest Park agricultural acres;

**DISCUSSION**

Councilmember Clemons asked if this would result in about \$5,000 per year income. The Park Director replied that is the case.

Councilmember Clemons stated the income from the land near the airport goes into an airport fund, and he wondered if the income from this program could be used for something specific, such as a tree program, to purchase trees for parks or residents, and help buy down or offset costs. The Park Director stated he felt a tree planting program would be a good idea.

Councilmember Tlougan commented he liked this concept and the issue could be turned back to the Park Director to work on a proposal on how to use this money.

The Park Director thanked Marla Watje, from the Natural Resource Conservation Service, for taking the initiative and helping the City with this program. He stated this is a good, cooperative effort.

VOTE ON THE MOTION

After further discussion, the motion carried 7-0.

**8b TKDA – Airport Engineering Contract**

A memorandum from the City Engineer stated that Minnesota airports are required to select and designate an airport engineer every 3-5 years. The City's contract with the previous engineer has expired. Requests for Proposals were published and six firms applied and were evaluated on their qualifications by the Airport Board. The Airport Board recommends selecting TKDA for airport engineering services for the next three years.

Staff recommends the Council authorize the City Manager to enter into an agreement with TKDA for assistance with our airport projects.

It was moved by Coy, seconded by Srp, to authorize the City Manager to enter into an agreement with TKDA for engineering services at the Waseca Airport;

DISCUSSION

Councilmember Johnson inquired whether other firms were looked at. The City Engineer replied RFP's were sent out and two other Statements of Qualifications were reviewed and ranked based on certain criteria. The process led to this recommendation.

Councilmember Clemson stated he does not remember any contract and did not feel this was necessary. The City Engineer stated this is a Federal requirement and there are contracts in the City's files with engineering firms for various services.

Mayor Srp asked if it is a Federal requirement to go through this process. The City Engineer stated that is correct, and this is necessary due to Federal funding the airport receives.

Councilmember Clemons again stated the City has never had to have a contract for engineering services, and we have never really had an agreement with a firm to be our engineering consultant. The City Engineer stated this contract is very similar to our existing contract, which covers the previous five years.

VOTE ON THE MOTION

The motion carried 7-0.

8c **On Sale & Off Sale 3.2 Malt Liquor License applications**

Applications were received from Oscar O. Marquez, current owner of El Molino Mexican Restaurant, for On Sale and Off Sale 3.2 Malt Liquor Licenses. Mr. Marquez plans to open a take-out Mexican Restaurant at 100 10<sup>th</sup> Avenue SE and will sell and serve 3.2 beverages. The Police Department conducted a background investigation on the applicant, which did not reveal any activity that would prevent approval of the licenses.

It was moved by Rose, seconded by Christiansen, to approve On Sale and Off Sale 3.2 Malt Liquor Licenses to Oscar O. Marquez, to be used in conjunction with a take-out Mexican Restaurant at 100 10<sup>th</sup> Avenue SE; the motion carried 7-0.

**CONSENT AGENDA**

9 It was moved by Tlougan, seconded by Coy, to approve the Consent Agenda as presented; the motion carried 7-0 and included the following actions:

- a. Minutes – Regular City Council meeting – March 16, 2010 – were accepted and placed on file.
- b. Minutes – City Council work session – March 16, 2010 – were accepted and placed on file.
- c. Payroll & expenditures – March 2010- were authorized for payment.
- d. Contractor Pay Request #9 – Robert L. Carr – Project #0812- was authorized for payment.

**CITY MANAGER’S REPORT**

10 The City Manager provided the following report:

- After checking the census information, the City of Waseca is at 78% and doing very well. She reminded everyone to turn in their census forms, as a complete count is very important.
- Congratulations to Police Officer Scott Girtler, who has been promoted to Sergeant.

**COMMISSION REPORTS**

11 The City Councilmembers provided reports on the following board/commission activities:

- **EDA** – Councilmembers Clemons, Coy

There was some discussion regarding the Joint EDA/Planning Commission meeting and collaborative efforts with all the groups regarding the Comprehensive Plan, applying for grants, marketing, and other issues.

- **Water Park Advisory Board** – Councilmember Johnson

Councilmember Johnson stated at the last meeting the Board decided on the pizza contract, which was awarded to Godfather’s Pizza for three years. He also reported that issues such as swimming lessons, tile at the pool, and the boiler, were all discussed at the recent meeting.

- **Fire Relief Association** – Councilmember Johnson

No report.

- **Human Rights Commission** – Mayor Srp

Mayor Srp reported on activities of the Human Rights Commission and stated the Commission has decided to focus more efforts on Senior Citizens for the next few years.

- **Heritage Preservation Commission** – Councilmember Tlougan

Councilmember Tlougan stated May is Heritage Preservation Month and he informed everyone of many of the activities of the Heritage Preservation Commission.

Mayor Srp thanked everyone who serves on boards and commissions.

### ANNOUNCEMENTS

12 The following miscellaneous announcements were made:

- Councilmember Rose referred to the 3.2 Malt Liquor Licenses approved this evening and stated the City has not issued those for several years. He felt this a good thing for the City.
- Councilmember Christiansen reported he attended a meeting recently at the prison, where he had the opportunity to meet the new warden. He has also met the new County Administrator and enjoys meeting new community members.
- Councilmember Christiansen commended the City Manager for her speech at the Exchange Club this week.
- Councilmember Christiansen reported that the Boy Scouts/Cub Scouts Food Drive recently brought in 2,207 pounds of food to the Neighborhood Service Center. This was a significant increase from last year's donations.
- The City Manager commented the City will continue to collect for the Food Shelf until this Friday. At this time we have collected \$290 in cash. The food has not yet been weighed.

### ADJOURNMENT

13 There being no further business to be brought before the Council, it was moved by Coy, seconded by Clemons, to adjourn the meeting at 8:36 p.m.; the motion carried 7-0.

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R. D. SRP  
MAYOR

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MARY BUENZOW  
RECORDS SECRETARY