

MINUTES  
REGULAR WASECA CITY COUNCIL MEETING  
TUESDAY, DECEMBER 15, 2020

**CALL TO ORDER/ROLL CALL**

- 1 The regular Waseca City Council meeting was called to order by Mayor Roy Srp at 7:00 p.m. The meeting was held virtually, due to COVID-19.

Councilmembers Present: Mayor Roy Srp Larry Johnson  
Daren Arndt Les Tlougan  
Jeremy Conrath Mark Christiansen  
Allan Rose

Councilmembers Absent: None

Staff Present: Lee Mattson, City Manager  
Mike Anderson, Assistant to the City Manager  
Alicia Fischer, Finance Director  
Nate Willey, City Engineer  
Carl Sonnenberg, Utilities and PW Director

Others Present: Sophia Hoiseth, Vision 2030

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

- 2 A moment of silence was observed. The Pledge of Allegiance to the Flag was recited.

**APPROVAL OF AGENDA**

- 3 It was moved by Arndt, seconded by Conrath to approve the agenda as presented. Roll call 7-0. Motion carried.

**PUBLIC COMMENT**

- 4 None

**REQUESTS AND PRESENTATIONS**

- 5 None

**CONSENT AGENDA**

- 6 It was moved by Tlougan, seconded by Arndt, to approve the Consent Agenda as presented. Roll call 7-0. The motion carried.

- A. Minutes – Regular City Council Meeting & Work Session December 1, 2020
- B. Payroll & Expenditures
- C. Approval of Contract Payments
- D. Approval of Wetland Permit Application
- E. RCCA: Authorizing Stantec for I & I Design Plans
- F. Resolution 20-67: Electric Rates

- G. Resolution 20-68: Budget Amendment
- H. Authorizing Final Payment for Phase I of South State Street Water Main Project
- I. Resolution 20-65: Authorizing Stantec for Design Services on South State Street Phase II Water Main Project
- J. Resolution 20-69: Establishing Polling Places

#### **ACTION AGENDA**

- 7      A.      **Adopting 2021 General Fund & Utility Budgets**  
                    - **Resolution 20-61: Adopting 2021 Levy**  
                    - **Resolution 20-62: Adopting 2021 Annual City Budget**

City Manager Mattson explained to Council that the two resolutions in front of them for approval were information based on previous Work Sessions and Meetings. The Council had no questions or comments regarding the 2021 Levy or 2021 City Budget

A motion was made by Tlougan, seconded by Rose to approve Resolution 20-61. Roll call 7-0, motion carried.

A motion was made by Arndt, seconded by Rose to approve Resolution 20-62. Roll call 7-0, motion carried.

- B.      **Resolution 20-63: Adopting the 2021 EDA Levy**

The Finance Director informed Council that the 2021 EDA Levy is set at \$93,990. The Council had no questions or comments regarding the 2021 EDA Levy.

A motion was made by Conrath, seconded by Srp to approve Resolution 20-63. Roll call 7-0, motion carried.

- C.      **Resolution 20-64: Authorizing Construction Services with Stantec for TH 13 Safe Routes to School & Trail Improvement Project**

The City Engineer presented information to the Council regarding Stantec and their services for the new project by the High School. The funding for their services will be funded by a grant in the amount of \$80,000. The Council had no questions for the City Engineer.

A motion was made Rose, seconded by Srp to approve Resolution 20-64. Roll call 7-0, motion carried.

- D.      **LBAE Board of Review Discussion**

The City Manager informed Council that as of January 1, 2021 there will be nobody who is trained for the annual meeting in April. Staff will send out a link to the training and there will need to be at least one Councilmember trained by February 1, 2021.

**E.     RCCA: Vision 2030 Funding Request**

Sophia Hoiseth has requested \$960 for printing materials for Vision 2030.

A motion was made by Johnson, seconded by Srp to approve \$960 funding request. Roll call 7-0, motion carried.

**F.     City Manager Employment Agreement**

Finance Director Fischer explained that this agreement allows for a freeze on the City Managers COLA for 2021 and the City Council can look at the budget throughout the year and can approve back pay compensation.

A motion was made by Tlougan, seconded by Arndt to approve the Agreement. Roll call 7-0, motion carried.

**REPORTS**


- 8     A.     City Manager's Report
- Human Resource Technician Kristy Larson has been promoted to Human Resources Director
  - The Connections grant has been renewed for two more years without competition
  - Kudos to the Parks Dept. for their work on Southview shelter
  - A closing date is drawing near for Southwest MN Housing Partnership on the apartments Southwest of Taco Johns
- B.     Commission Reports
- EDA
    - Discussed housing incentives for new construction
  - Waseca Tourism
    - Elected new officers
    - Prepared the 2021 brochure
    - Preparing for 2021 Sleigh and Cutter Festival
    - Lighting contest for the downtown businesses
  - Park Board
    - Approved 2021 meeting dates
    - Maplewood Park cabin discussions
    - Confirmed the Northeast trail is open
  - HPC
    - Approved priorities for 2021
    - Discussed the virtual tour of the downtown
    - Elected temporary officers

**ANNOUNCEMENTS**

- 9     All Council– Thanked Les Tlougan for his contributions over the years while wishing everyone a Merry Christmas and Happy New Year  
      Tlougan – Thanked everyone who he has worked with over the years


ADJOURNMENT

- 10 There being no further business to be brought before the Council, it was moved by Tlougan, seconded by Arndt, to adjourn the meeting at 7:49 p.m.; Roll call, 7-0. Motion carried.



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R. D. SRP  
MAYOR



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MIKE ANDERSON  
ASSISTANT TO THE CITY MANAGER