

MINUTES
CITY OF DELANO
City Council/Economic Development Authority
Tuesday, April 7, 2020
7:00 PM

1. ***PLEASE NOTE, due to COVID-19, the meeting will be conducted via Zoom video conferencing as allowed under Minnesota Statutes, Section 13D.021.***
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2. **Call to Order**

Mayor Graunke called the regular meeting of the Delano City Council/Economic Development Authority of Tuesday, April 7, 2020, to order at 7pm.

3. **Roll Call and Approval of Agenda**

Members Present: Dale Graunke, Mayor; Councilmember Betsy Moran, Holly Schrupp, Jason Franzen and Jon Sutherland

Also Present: Phil Kern, City Administrator; Brian Bloch, Finance Director; Shawn Louwagie, City Engineer; Paula Bauman, Administrative Services Coordinator; Doug Green, Baker Tilly Virchow Krause LLP

4. **Minutes**

5. **Speakers Presentations and Awards**

6. **Consent Items**

Motion by Betsy Moran, seconded by Holly Schrupp to approve consent items as submitted; motion carried.

- A. Authorize Pay Request No. 1 to Veit & Company Inc in the amount of \$64,899.25 for the 1245 Woodland Road Demolition Project.
- B. Motion authorizing a credit to 2020-2021 Liquor License fees for businesses not able to sell liquor in 2020 by government order.

7. **City Strategy No. 1: Provide comprehensive services to meet community needs**

8. **City Strategy No. 2: Maintain financial sustainability and fiscal stewardship**

- A. Consider a resolution adopting the 5-Year Street Reconstruction Plan and approving the issuance of General Obligation (G.O.) Street Reconstruction Bonds. *Attachments:* Resolution adopting the 5-Year Street Reconstruction Plan | Five-Year Street Reconstruction Plan.

To issue street reconstruction debt through statute 475.58, subdivision 3 the City is required to

approve of the street project expenditures in a Five-Year Street Reconstruction Plan. The City is required to hold a public hearing to discuss the Five-Year Street Reconstruction Plan and issuance of bonds to finance the expenditures. After the City holds the public hearing the Councilmembers must unanimously approve the Plan. In addition, this statute allows for a reverse referendum regarding the issuance of street reconstruction bonds. A reverse referendum is when a petition requesting a vote on the question of issuing bonds, signed by five percent of the voters, is filed within thirty days of the public hearing.

Staff recommends approval of the resolution adopting the 5-Year Street Reconstruction Plan and approving the issuance of G.O. Street Reconstruction Bonds.

Dale Graunke questioned due to the oil prices are down with it be lower? Shawn Louwagie discussed his experience with the same concern; he's received responses that because oil tanks were filled in the winter the prices do not reflect today's prices. Mayor Graunke suggested adding an addendum due to the current prices.

Mayor Graunke opened the public hearing on the adoption of the Plan and the issuance of not to exceed \$2,250,000 general obligation street reconstruction bonds under the Plan for street reconstruction improvements to those streets described. Dale Graunke called for public comment three times. None was heard. Mayor Graunke closed the public hearing.

Motion by Jon Sutherland, seconded by Jason Franzen to adopt resolution adopting the 5-Year Street Reconstruction Plan and approving the issuance of General Obligation (G.O.) Street Reconstruction Bond; motion carried 5-0 by roll call vote.

- 9. City Strategy No. 3: Conscientious asset/infrastructure management**
- 10. City Strategy No. 4: Manage sustainable and planned growth**
- 11. City Strategy No. 5: Foster engaged and informed community**
- 12. City Strategy No. 6: Ensure a high-performing team of public servants**
- 13. City Strategy No. 7: Manage a safe and healthy community**

A. Discuss the Community Health Emergency and City Services

Phil Kern updated the Council on the following points regarding current city services:

- 1. Senior Center is working with Wright County Community Action (WCCA). They've delivered 2,500 meals to elderly within Wright County.
- 2. The Liquor Store is still operating with great sales. Curbside and delivery will begin Monday, April 13.
- 3. The Motor Vehicle office was closed for one week and is open again and processing

tabs and title work via drop box at the Heritage Center Building.

4. City Hall is being prepared for reopening. Minor updates being completed and the building and carpets are being cleaned. Working with J&J Glass to install safety glass at City Hall and Motor Vehicle counters

There are currently seven applicants for the Revolving Loan Fund offered to local businesses to assist with payment of local DMU utility billing. There are three relatively small loan request with four larger loan requests. These larger requests are looking for the max amount of \$2,000. Staff has found some businesses have larger utility bills due to the type of establishment they run. Because of this, staff is recommending increasing the emergency loan amounts from \$2,000 to a maximum request of \$5,000. Jon Sutherland suggesting looking at the establishments water and sewer usage during this time as well. Staff agreed.

Motion by Jason Franzen, seconded by Jon Sutherland to increase the maximum request allowed for the Revolving Loan Fund from \$2,000 to \$5,000; motion carried.

14. City Strategy No. 8: Maintain and protect community strengths

15. Communication and Announcements

16. Claims

A. City Claims

Motion by Jon Sutherland, seconded by Holly Schrupp to approve City Claims as submitted; motion carried.

17. Adjournment

There being no further business to discuss, the regular meeting of the Delano City Council/Economic Development Authority of Tuesday, April 7, 2020, was adjourned.

Signed:

Dale Graunke, Mayor

Attest: Paula Bauman, Administrative Services Coordinator