

City Council Proceedings

1404

State of Minnesota
Counties of Scott & Le Sueur
City of New Prague

} Special City Council Meeting
Tuesday, January 19, 2021

Conducted via GoToMeeting due to the COVID-19 Pandemic which is preventing attendance at the regular meeting location.

Mayor Duane Jirik called the online meeting to order at approximately 6:00 p.m. with the following members present: Jirik, Bass, Ryan, Seiler, and Wolf.

Staff Present Online: Mike Johnson, Ken Ondich, Matt Rynda, Glen Sticha, and Barb Ulschmid

Others Present Online: City Engineer Chris Cavett

Motion by Bass, seconded by Ryan to approve the Agenda. By roll call vote, all voted in favor. Motion carried (5-0).

City Engineer Chris Cavett provided an update to the City Council on the TH#19/Main Street Reconstruction Project (2020 CIP). Mr. Cavett also explained the need to modify the existing contract by adding an additional \$91,667.60 via Change Order Nos. 8-11 and a resolution. The revised contract amount would be \$12,649,966.77. Change Order #8 for \$4,400.00 will provide compensation for seasonal traffic control as well as for the orange barrel markers to protect the light bases. 80% of this cost is covered by MnDOT and 20% local match. Change Order #9 for \$2,726.38 is required to reimburse the contractor for the cost of additional traffic control signage requested by the City/MnDOT project team at the onset of the project. The cost is proposed to be apportioned by all the funding sources. 50% by MnDOT, 20% by the local (city) share of the federal funding and 30% split between sewer and water funds. Change Order #10 for \$4,427.12 is required to reimburse the contractor for the cost of additional business directional signage requested by City Staff. MnDOT policy under the cooperative agreement does not participate in business specific signage. The cost of the signage is proposed to be apportioned between the local (city) share of the Federal funding and the sewer and water funds. Change Order #11 for \$80,114.10 is associated with the costs the contractor incurred related to the timber obstruction encountered during the installation of the 58" storm sewer tunnel under the RR tracks. The majority of the cost is proposed to be covered by MnDOT, however MnDOT District Staff did request that the City, cover 10% of the cost through the local (City) share of Federal Funding as the City benefitted from the storm casing by being able to utilize it as an alternative to installing the 6-inch wire line casings, which had to be abandoned due to the same timber obstruction under the tracks.

Mr. Cavett said it should also be noted that there will be an upcoming Change Order #12 coming before the Council in the near future which will result in an overall project savings ("Deduct") as a result of abandoning the lighting wireline casing and utilizing the alternative storm casing. This work has already been approved by the project team (MnDOT, Construction Engineer and City Staff), and now needs the Council's approval. Despite the fact that the majority of the cost for these change orders is to be covered by MnDOT, the City is the lead

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agency and the process falls under municipal contracting law where modifications to the construction contract are required to go before the City Council for final approval.

After discussion, motion by Seiler, seconded by Bass to approve *RESOLUTION #21-01-19-01 APPROVING TH#19/MAIN STREET 2020 CIP RECONSTRUCTION PROJECT DIRECTING MODIFCATION OF EXISTING CONSTRUCTION CONTRACT CHANGE ORDER NOS. 8-11*. By roll call vote, all voted in favor. Motion carried (5-0).

Public Works Director Glen Sticha informed the Council that there is \$13,000.00 in the Capital Budget towards the purchase of a new UTV (\$6,500 from the Public Works budget and \$6,500 from the Storm budget). This UTV would be used for doing maintenance on ponds, spraying weeds on streets, alleys and doing projects that are hard to get to. The Public Works Staff looked at 2 manufacturers (Kibble Equipment, Belle Plaine and Lan Equipment, Shakopee) which use the State Contract/Government sales pricing. Based on the specifications received for the UTV, the Public Works Staff recommended the purchase of a new Kubota RTV-X900WL-H for \$12,700 from Lano Equipment, (with no trade-in but still under budget). This model was chosen over the John Deere Gator from Kibble Equipment for \$11,872.94 because the Fire Department currently has the same Kubota UTV and has been very pleased with its operational capabilities. It has more horsepower, it's hydrostatic (not belt-driven), more ground clearance and the box is hydraulic.

Motion by Ryan, seconded by Seiler to *APPROVE THE PURCHASE OF A 2021 KUBOTA RTV-X900WL-H ATV FOR \$12,700 FROM LANO EQUIPMENT IN SHAKOPEE, MN*. By roll call vote, all voted in favor. Motion carried (5-0).

City Administrator Johnson explained that at the January 5, 2021 City Council meeting, there was a preliminary review and discussion of a draft Residential Lease Agreement for the Rental Property located at 208 Central Avenue North, owned by the City of New Prague. Following the January 5th meeting City Staff made some minor changes. Mr. Johnson met with City Attorney Scott Riggs and the agreement is now ready for Council approval.

Motion by Wolf, seconded by Bass to *APPROVE THE RESIDENTIAL LEASE AGREEMENT FOR 208 CENTRAL AVENUE NORTH*. By roll call vote, all voted in favor. Motion carried (5-0).

City Administrator Mike Johnson provided the annual overview on the appointment of Municipal Trustees to the New Prague Volunteer Firemen's Relief Association and inquired who the Council would like to serve on this board. In accordance with MN Statute 424A.04 Subd. 1, the City shall have three (3) designated municipal representatives that serve as Trustees which historically have been: an Elected Municipal Official (Mayor), an Elected or Appointed Municipal Official (City Administrator) and a Chief of Municipal Fire Department (Fire Chief). The official term of the Appointed

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Municipal members is a one-year term or until the person's successor is qualified, whichever is later.

After discussion, it was moved by Ryan, seconded by Bass to APPROVE THE CITY'S THREE REPRESENTATIVES (CITY MAYOR, CITY ADMINISTRATOR AND FIRE CHIEF) AS THE MUNICIPAL REPRESENTATIVES TO THE NEW PRAGUE VOLUNTEER FIREMEN'S RELIEF ASSOCIATION BOARD OF TRUSTEES FOR 2021. By roll call vote, all voted in favor. Motion carried (5-0). Also, noted the first Firemen's Relief Association meeting will be February 16, 2021 at 8 p.m.

Motion by Seiler, seconded by Wolf to approve the Consent Agenda as follows:

- A. January 5, 2021 Special City Council Meeting Minutes
- B. Claims for Payment - January 19, 2021
- C. 4th Quarter Finance Report (October-December 2020)
- D. Resolution Amending Resolution #20-12-21-04 Adopting City Budget for 2021 and Capital Improvement Plan (CIP) for 2021-2030.

By roll call vote, all voted in favor. Motion carried (5-0).

Miscellaneous Items:

Rik Seiler - Asked Glen who is responsible for keeping the sidewalks around the railroad tracks clean? Mr. Sticha mentioned it's the railroad's but being the train doesn't go through town very often anymore, the City may have to take over that responsibility. Mr. Johnson stated that under city ordinance that it's the property owner's responsibility to take care of the sidewalk adjacent to their property. So technically it's the railroad's responsibility, however, it could take weeks for the railroad to respond. Best if the City would attempt to handle this due to timing and response.

Bruce Wolf - 1. Change Orders within Agenda Item #1 reminded him to look ahead to the Main Street project beginning this spring and the Chamber's Marketing Committee's role. Mr. Wolf mentioned if anyone has suggestions as to how to help the businesses and market for them, please let him know. Signage is a big deal and wants to make sure they are prepared when the road construction does begin. Please let Bruce know if they think of anything. 2. Who institutes the planning meeting for the Council? Would appreciate a workshop meeting scheduled on what they should achieve this year. Mr. Johnson said he's been working with the Mayor and hope to have something planned by late February or early March.

Mike Johnson - City Hall is open for business and people are welcome to come in. All staff are doing well at the City Hall. Good to see customers coming into the City Hall again.

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Shawn Ryan - When can Council meetings go back to being in person? A discussion took place on what it would take to allow people to attend in person, but also allow people to attend online. Most Councilmembers agreed it would be best to meet in person as well. Staff explained the technology needed to make this happen in allowing people to participate online as well. Mr. Jirik mentioned how cost-effective it would be for the City Engineer and City Attorney to continue being online vs paying drive time for them. Mr. Johnson said the Staff will discuss further.

There being no additional business, motion by Ryan, seconded by Bass to adjourn the meeting at approximately 6:41 p.m. All voted in favor of the motion. Motion carried (5-0).

ATTEST:



Michael J. Johnson
City Administrator



Duane J. Jirik
Mayor