

City Council Proceedings

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

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Special City Council Meeting
Monday, October 19, 2020

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

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

Staff Present Online: Mike Johnson, Ken Ondich, Jim Gareis, Patty Solheid, Glen Sticha, and Barb Ulschmid

Others Present Online: City Engineer Chris Cavett, Director of Business Services/Human Resources Sandy Linn, New Prague Area School District, Superintendent Tim Dittberner, Underwriter for SW MN Housing Partnership Joel Hollerich and Director of Homeowner Services Ali Joens

Motion by Seiler, seconded by Nickolay to approve the Agenda.

Maggie Bass, Chairperson of the Joint Powers Board introduced the Director of Business Services/Human Resources Sandy Linn who provided a presentation on the Fitness and Aquatic Center Year-End Summary Report for FY 2019-2020. In addition to the report Ms. Linn provided a brief financial overview of the fiscal operations of the Fitness and Aquatic Center and how they are managing the costs during the pandemic. Superintendent Dittberner commended the staff on doing a fabulous job and making a difference. The only action needed was the formal acceptance of the annual report. After discussion, it was moved by Nickolay, seconded by Ryan to approve the FITNESS AND AQUATIC CENTER YEAR-END SUMMARY REPORT FOR FY 2019-2020. By roll call vote, all voted in favor. Motion carried (5-0).

City Administrator Mike Johnson explained that in 2017 the City received a Minnesota Small Cities Development Program (SCDP) Grant in the amount of \$295,550 to be used to assist in the City's projects for residential (owner occupied), residential rental (single family), commercial rental and commercial rehabilitation. The SCDP Grant expired on September 30, 2020 and this meeting is an ending requirement for the public to hear an overview of both the 2016 and 2017 SCDP Projects, it's goals and results. City Administrator Mike Johnson introduced Joel Hollerich, an Underwriter with the SW MN Housing Partnership. Also online was Director of Homeowner Services Ali Joens, both available for a public hearing to present the primary objectives of this grant program which began at 6:20 p.m. Mr. Hollerich explained the primary objective was to provide financial assistance to low to moderate-income individuals who are residing in substandard housing. Secondary impact is to encourage the improvement of the general appearance and value of the housing stock while making a visible and substantial improvement upon the quality of life and appearance of the community. Benefits to both the homeowner and the community. Provided a review and summary of the SCDP Projects that took place in New Prague. Will continue to help City Staff with the monitoring/maintenance of the Program Income, Subordinations and Satisfactions of this program.

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At 6:36 p.m. Mayor Nickolay opened up the floor to any public comment and there was none. It was moved by Nickolay and seconded by Seiler to close the Public Hearing at 6:37 p.m. By roll call vote, all voted in favor. Motion carried (5-0).

Mayor Nickolay opened the meeting to Councilmembers and Staff for any questions or comments. Ali Joens answered the Councilmembers questions and concerns. After discussion, it was moved by Bass, seconded by Seiler to accept the 2016-2017 SCDP Project report as presented. 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 explained that the project was a week away from completion. Due to the unseasonably cold temperatures and snow, the street project has been stopped for the year as it sits. The cold temperatures would not allow for the necessary curing of the remaining cement that is left to be poured, needs warmth to cure. Discussions are taking place between MnDOT, SEH and the City on how to wrap up the unfinished details for the year.

Mr. Cavett also explained the need to modify the existing contract by adding an additional \$10,916.50 via Change Order No. 6 and a resolution. It was determined by the New Prague Utility Commission - Water Department that there was an existing 8" water main valve located on the water distribution system in the mill and overlay area of Main Street. The water valve needed to be replaced prior to the proposed pavement mill and overlay area. This work is unique from the installation of new valves on the new water main as it needed to be cut into an existing water main and the work was not planned. There is no such bid item or pricing in the original contract to cover this nature of work. The cost of this unplanned worked will be funded by the water utility.

After discussion, it was moved by Nickolay, seconded by Seiler to approve *RESOLUTION #20-10-19-01 TH #19/ MAIN STREET 2020 CIP RECONSTRUCTION PROJECT DIRECTING MODIFICATION OF EXISTING CONSTRUCTION CONTRACT CHANGE ORDER NO. 6*. By roll call vote, all voted in favor. Motion carried (5-0).

Planning/Community Development Director Ken Ondich presented a resolution requesting additional election judges for the November 3, 2020 General Election. Based on the process and procedures required in the polling place due to COVID-19 and the experience of the primary election process, staff is recommending the appointment of 8 additional election judges for the general election to ensure the voting process functions smoothly, particularly considering the sanitization protocols that are required along with the social distancing protocols that may cause longer than normal lines outside of the polling place. The additional judges will also provide for additional staffing should other judges be unable to work on election day due to COVID-19. As part of the 8 additional judges, staff also is providing for additional city hall staff (6) to be election judges during the day to help as needed (mainly cleaning/sanitizing).

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It was moved by Wolf, seconded by Bass to approve RESOLUTION #20-10-19-02 APPOINTING ADDITIONAL ELECTION JUDGES FOR THE 2020 GENERAL ELECTION. By roll call vote, all voted in favor. Motion carried (5-0).

Finance Director Patty Solheid presented to the Council the 2021 health insurance rates as was notified by Justin Kroeger of Gallagher Benefit Services, Inc. (broker of record for the Health, Dental and Life Insurances for the City). Health Partners will be increasing the City's health insurance for 2021 by 2% for all full-time City employees and their families for 2021.

After discussion, it was moved by Nickolay and seconded by Bass to approve Health Partner's health insurance premium increase of 2.0%. By roll call vote, all voted in favor. Motion carried (5-0).

Emergency Management Director (EMD) Jim Gareis provided the Council with a COVID-19 update. Cleaning procedures, PPE and signage all continue to be in place. Mr. Gareis said there are CDC Guidelines on Halloween posted on the City's website. Happy with how the mandates are being followed by customers who come into the City Hall. Regarding mask wearing, there are people who are exceptions to this. COVID testing location has now moved to the Mayo Clinic in Belle Plaine. The New Prague Mayo Clinic will no longer be doing COVID testing but Parkview will still be administering these tests as before. Otherwise, will continue to ensure there is enough PPE and follow the COVID protocols. Staff are staying healthy.

After discussion, it was moved by Seiler, seconded by Nickolay to approve the Consent Agenda as follows:

CONSENT AGENDA:

- A. October 5, 2020 Special City Council Meeting Minutes, October 6, 2020 Special City Council Budget Meeting #1 Meeting Minutes
- B. Claims for Payment - October 5, 2020
- C. Third Quarter Financial Report for Period Ending September 30, 2020 - Finance Director Patty Solheid
- D. Approve MN Lawful Gambling LG220 for Exempt Permit for N.E.W. Ducks Unlimited Chapter 290 for a Raffle Event on December 6, 2020 at the Park Ballroom, 300 Lexington Avenue, S., New Prague

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

Miscellaneous Items:

Glen Sticha - Getting equipment ready for snow/winter weather. Trying to wrap up the fall duties as well.

Ken Ondich - Mayor inquired about the zip line project. Hope to complete when the weather cooperates.

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Mike Johnson - Agreement for Small Business Grant Program for Commercial Businesses checks for \$7,500 will be sent out by the end of this week or early next week to eligible businesses. Out of 35 applicants, 27 will receive a grant check. Council asked City Administrator Johnson for a list of these businesses.

Bruce Wolf - Expressed how pleased he is on how well the Small Business Grant Program is balancing out to the number of those who applied and qualified. Also, had some questions/suggestions regarding the Aquatic/Fitness Center Budget Report and it not being synchronized to the City's budget. Discussion occurred between Council and Staff on this topic.

Shawn Ryan - Had a benefit question regarding the City employee's HSA contributions, Maggie Bass clarified.


There being no additional business, motion by Nickolay, seconded by Seiler to adjourn the meeting at approximately 7:50 p.m. All voted in favor of the motion. Motion carried (5-0).

ATTEST:



Michael J. Johnson

City Administrator



Charles L. Nickolay
Mayor