

**OTSEGO CITY COUNCIL MEETING
OTSEGO PRAIRIE CENTER
MONDAY, JANUARY 27, 2020**

Call to Order.

Mayor Stockamp called the meeting to order at 7:01 PM.

Roll Call:

Mayor Jessica Stockamp; Councilmembers: Tom Darkenwald, Corey Tanner, Tina Goede, and Jason Warehime. Staff: Adam Flaherty, City Administrator/Finance Director; Dave Kendall City Attorney; Daniel Licht, City Planner; Brent Larson, Assistant City Engineer; and Tami Loff, City Clerk.

Pledge of Allegiance: Mayor Stockamp led in the Pledge of Allegiance.

1. Open Forum.

State Representative Eric Lucero gave a Legislative preview of the next session.

2. Consider Agenda Approval.

CM Warehime requested to move Item 3.8 to Item 6.2 for discussion. City Administrator/Finance Director Flaherty noted a typo in Item 3.7, which should be 12:00 pm not 12:30 pm.

CM Darkenwald motioned to approve as amended. Seconded by CM Tanner. All in favor. Motion carried.

3. Consent Agenda.

3.1 Approve Claims List.

3.2 Approve City Council Meeting Minutes.

A. January 13, 2020 Meeting.

B. January 13, 2020 Special Meeting.

3.3 Receive Wellhead Protection Plan Status Update.

3.4 Adopt Resolution 2020-05 Accepting Public Improvements for Meadows of Riverpointe 1st.

3.5 Adopt Resolution 2020-06 Accepting Public Improvements for Highlands of Riverpointe 1st.

3.6 Motion to Call Board of Review Meeting on April 27, 2020 at 5:30 PM.

3.7 Motion to Call Special City Council Meeting on February 7, 2020 at 12:00 PM.

~~3.8 Approve Human Resource Generalist Job Description.~~ **REMOVED**

3.9 Adopt Ordinance 2020-01 Amending the City Code for Stormwater Improvement Districts.

3.10 Adopt Resolution 2020-07 Appointing Election Judges for the 2020 Elections.

3.11 Approve Quotes for the 2020 Fleet CIP Purchases:

A. Floor Scrubber.

B. Compact SUV.

C. Single Axle Rolloff Truck Chassis & Equipment.

CM Tanner motioned to approve as amended to include removal of Item 3.8 and typo change in Item 3.7. Seconded by CM Goede. All in favor. Motion carried.

4. Utilities:

4.1 Water Master Plan.

A. Presentation of Plan by AE2S.

B. Approve Resolution 2020-08 Adopting the Otsego Water Master Plan.

AE2S Engineer Scott Schaefer presented.

CM Tanner motioned to approve Resolution 2020-08 adopting the Otsego Water Master Plan. Seconded by CM Tanner. All in favor. Motion carried.

5. Public Works:

5.1 Page Avenue Reclaim Project.

Assitant City Engineer Larson presented the proposed project. The tenting issue has returned along Page Avenue during the winter season. City staff is recommending that Page Avenue from 79th Street to 85th Street be reclaimed during the summer of 2020. He reviewed the proposed project and estimated construction costs of around \$644,000. The project is expected to take approximately 30-45 days to complete. Extending the project for the full length of Page Avenue from 85th Street to 78th Street was discussed, instead of stopping at 79th Street. The City Council concurred for City staff to check on the soil borings in that section. They also discussed checking the soil borings along the trail on that section of the road.

CM Warehime motioned to approve preparation of plans and specifications by Hakanson Anderson for the Page Avenue reclaim project from 79th Street to 85th Street, City Project No. 20-06 and to include the sample soil borings for the extension to 78th Street and soil borings for the trails if there is no additional cost. Seconded by CM Tanner. All in favor. Motion carried.

6. City Council Reports and Updates.

6.1 Commission Liaison Updates.

A. Heritage Preservation Commission Liaison CM Tanner.

CM Tanner stated the Commission has been doing a lot of organizing of photos and videos.

B. Parks & Recreation Commission Liaison Mayor Stockamp.

Mayor Stockamp stated the Commission reviewed info for the next Otsego View.

C. Planning Commission Liaison CM Darkenwald.

CM Darkenwald said there where no meetings.

D. Public Safety Commission Liaison CM Warehime.

CM Warehime stated the Commission received the monthly fire department reports and also reviewed ambulance service data.

6.2 Approve Human Resource Generalist Job Description.

CM Warehime questioned if this job description is the current job description and that by hiring a Deputy Clerk these duties are coming off this job description. City Administrator/Finance Director Flaherty said correct; in general removal of elections and Deputy Clerk items. He stated there also are some clean up changes that were updated to the current job description standards. CM Warehime said the reason he brought this up is because when we originally went through the job description analysis four years ago, this postion was said to take on 20% more workload at sometime and now we are taking away job duties. City Administrator/Finance Director Flaherty said the current scoring that was done in 2015/2016 with the compensation study had it at pay grade 6 and the rescoring with the updated job description did show a different point total but still within the point range for pay grade 6. He also said in 2020 is planned for proposal of a compenstaion study. He furthur stated he has additional work he would like this postion to take on with removal of the Deputy Clerk items.

CM Goede motioned to approve the Human Resource Generlist job description. Seconded by CM Darkenwald. All in favor. Motion carried.

Other:

CM Darkenwald discussed the possibility of adding wording or a map to the Otsego View explaining the detour plans from the Wright County project this summer at CSAH 42 and CSAH 39. City staff will add wording in the next view directing residents to check the City website for updates.

CM Goede and Mayor Stockamp stated they attended the League of Minnesota Cities Training this past weekend.

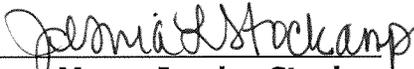
7. Staff Reports and Updates.

City Clerk Loff reminded the City Council of the Advisory Commission interviews scheduled for Monday, February 10 at 6:00 PM. She also gave an update on the recent Special Elections for Precinct 3 that was held on January 14.

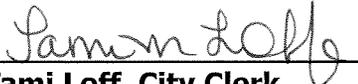
City Planner Licht stated there is a Planning Commission meeting scheduled for Monday, February 3 and Tuesday, February 18.

8. Adjourn.

CM Darkenwald motioned to adjourn. Seconded by CM Warehime. All in favor. Motion carried. Adjourned at 8:16 PM.



Mayor Jessica Stockamp

ATTEST: 
Tami Loff, City Clerk