

**OTSEGO CITY COUNCIL MEETING
OTSEGO PRAIRIE CENTER
MONDAY, APRIL 13, 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; Ron Wagner, City Engineer (*); and Tami Loff, City Clerk.

This meeting is proceeding under MN State Statute 13D.021 allowing members to appear by telephone or video conference due to the ongoing health pandemic and state of emergency. For the record, the Mayor, all Council members, and certain City staff were present in-person. Those indicated with a (*) attended via video conference.

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

1. Open Forum.

No items.

2. Consider Agenda Approval.

CM Tanner motioned to approve as written. Seconded by CM Goede. Roll Call: those for; Goede, Warehime, Stockamp, Darkenwald, Tanner. Those opposed: None. Motion carried 5-0.

3. Consent Agenda.

3.1 Approve Claims List.

3.2 Approve City Council Meeting Minutes.

A. March 18, 2020 Special Meeting.

B. March 23, 2020 Special Meeting.

C. March 23, 2020 Meeting.

D. March 26, 2020 Special Meeting.

3.3 Approve City Council Special Pay for March, 2020.

3.4 Approve Biosolids Land Application Agreement.

3.5 Approve Use of Septic Holding Tanks for 6662 Oakwood Avenue NE.

3.6 Adopt Ordinance 2020-03 for PUD/CUP & Site and Building Plans for Your Garage, LLC.

3.7 Adopt Ordinance 2020-04 for a Zoning Ordinance Amendment for Appeals of City Decisions.

3.8 Approve Pay Request No.1 to Viking Painting, LLC for the Water Tower #2 Reconditioning Project.

3.9 Approve Resolution 2020-21 Parkview Grand Final Plat and Development Agreement.

3.10 Approve Resolution 2020-22 Accepting Bids and Awarding Contract for 88th Street & Parkview Avenue Improvements.

3.11 Accept Quote and Authorize Project for Flooring Replacement at Prairie Center & City Hall.

3.12 Accept Quotes and Authorize Project for Landscaping Improvements of four (4) Roundabouts.

CM Darkenwald motioned to approve. Seconded by CM Warehime. Roll Call: those for; Goede, Warehime, Stockamp, Darkenwald, Tanner. Those opposed: None. Motion carried 5-0.

4. Community Development:

4.1 Riverwood Inn/NorthStar:

A. Consider PUD District Amendment to Allow for Use as a Residential and Out-Patient Treatment Facility.

City Planner Licht presented the staff report. Applicant Dr. Hal Baumchen, NorthStar (*), reviewed the project. CM Tanner questioned if approved, when site improvements begin and when operations would begin. Dr. Baumchen said construction would start in June and treatment operations would begin in late fall. CM Warehime questioned if there were any residents in the audience for the public hearing. City Planner Licht stated there was one resident from the same household as the person who had submitted the written response that was within your packet. Mayor Stockamp questioned if there should be a requirement to have a Wright County Liaison program with the NorthStar facility. Dr. Baumchen and additional staff (*) talked in favor of that requirement.

City Planner Licht recommended the additional condition be added to the findings and decision:

10. The licensed operator shall establish and maintain a communication and liaison program with the Wright County Sheriff's Office.

CM Darkenwald questioned if there would be a benefit for the City to be listed as an additional insured. City Attorney Kendall stated no; the City doesn't have any liability just for approving the zoning for the property.

CM Warhieme motioned to adopt Ordinance 2020-05 and approve PUD Development Stage Plan subject to the conditions stipulated in the findings of fact and decision with addition of; "10. The licensed operator shall establish and maintain a communication and liaison program with the Wright County Sheriff's Office". Seconded by CM Goede. Roll Call: those for; Goede, Warehime, Stockamp, Darkenwald, Tanner. Those opposed: None. Motion carried 5-0.

5. Administration:

5.1 Consider Resolution 2020-23 Approve 2020 Liquor License Fees & Resolution 2020-24 Approve Utility Penalties Suspension.

City Clerk Loff presented the staff report and stated the current On-Sale Intoxicating Liquor Licenses will expire on June 30th. The City currently charges \$4,700 for an On-Sale Intoxicating License. These facilities have been closed since March 17 due to the Governor's Executive Order. City staff is recommending crediting these facilities for the months they have been closed for their 2020-2021 license fee. City Clerk Loff also outlined the recommendation to provide them a 90 day grace period to pay their 2020-2021 license fee to the City. The attached Resolution lists the license holders and the amounts they will be credited towards their 2020-2021 license fee. She stated that the applicant will still follow all the requirements to have their license approved before June 30 and the City Clerk will work with each of them on that process just as usual as well as the other license holders. In addition she stated City Staff is recommending approval of Resolution 2020-24 that will approve the suspension of any penalty fees on delinquent utility billing accounts.

After discussion, the City Council concurred to review the liquor license fees again before the 90 day grace period noting they may be in favor of adjusting that rate further depending on the situation at that time.

CM Warehime motioned to adopt Resolution 2020-23 amending the fee schedule related to intoxicating liquor license fees for 2020 and Resoluton 2020-24 suspending penalties on

delinquent billing accounts. Seconded by CM Tanner. Roll Call: those for; Goede, Warehime, Stockamp, Darkenwald, Tanner. Those opposed: None. Motion carried 5-0.

6. City Council Reports and Updates.

CM Warehime gave an update on the Wright County Sheriff call activity. Mayor Stockamp stated that she and CM Warehime attended a meeting last week by Zoom and questioned if that would be considered a meeting. The City Council concurred yes.

City Planner Licht gave an update on code enforcement letters that went out for garbage container requirement for placement on the side yard.

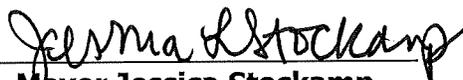
7. Staff Reports and Updates.

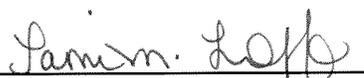
City Administrator/Finance Director Flaherty reminded the City Council that the Local Board of Appeal is scheduled for Monday, April 27, 2020 at 5:30 PM. He stated that the Wright County Assessor will be attending by Zoom as they are not attending any in person appointments. He stated CSAH 38 was closed today to begin construction and that Coborn's has equipment on site; and he stated City operations are continuing to function the same for the next two weeks due to the the extension of the stay at home order. He further stated that Parks & Recreation and Public Works are evaluating potential schedule changes to allow for better completion of work assignments.

City Engineer Wagner gave some City project updates.

8. Adjourn.

CM Darkenwald motioned to adjourn. Seconded by CM Warehime. Roll Call: those for; Goede, Warehime, Stockamp, Darkenwald, Tanner. Those opposed: None. Motion carried 5-0. Adjourned at 8:12 PM.


Mayor Jessica Stockamp

ATTEST: 
Tami Loff, City Clerk