

**CITY OF NISSWA
MINUTES – REGULAR COUNCIL MEETING
TUESDAY, AUGUST 17, 2021
7:00 P.M. – NISSWA CITY HALL**

The Regularly Scheduled Nisswa City Council meeting was held Tuesday, August 17, 2021 at 7:00 p.m. at City Hall. This meeting was also available on *YouTube Live*.

Members present: John Ryan, Mark Froehle, Don Jacobson, Ross Krautkremer.

Members absent: Mark Utzinger.

City staff present: Jenny Max, Tom Blomer, Brittney Cotner, Kiki Lindbery.

Also Present: City Engineer-Joe Dubel; City Attorney-Tom Pearson; Echo Newspaper-Nancy Vogt.

Audience members: 12 members of the public were also present.

A. Call to Order - John Ryan called the meeting to order at 7:00PM. The pledge of allegiance was recited.

B. Approve Agenda - Motion by Jacobson, seconded by Krautkremer, to approve the Agenda as amended, for the Regularly Scheduled August 17, 2021, Council Meeting. Motion carried unanimously.

C. Consent Calendar

1. Parks and Recreation Report – August 2021
2. Planning & Zoning Department Report – August 2021
3. Pickle Department Report – July 2021
4. Police Department Report – July 2021
5. Police Department Report – August 2021
6. Public Works Report – July 2021
7. Public Works Report – August 2021
8. Spirits Report – June 2021
9. Presentation of Claims – Check register #48463-48563 totaling \$1,194,985.82
10. Data Practices Policy – DRAFT August 2021 updates
11. Police Donation Resolution 21-15
12. City Council Workshop Minutes from June 8, 2021
13. City Council Meeting Minutes from June 15, 2021
14. City Council Meeting Minutes from July 20, 2021
15. City Council Workshop Minutes from July 20, 2021
16. Special City Council Meeting Minutes from July 26, 2021
17. Personnel Updates August 2021

Motion by Krautkremer, seconded by Froehle, to approve the Consent Calendar as presented. Motion carried unanimously.

D. Open Forum: Public Comment – none.

Public Works Department Annual Presentation - Tom Blomer was presented an annual overview of the Public Works Department's projects over the past year. Blomer included many highlights, which included the new waste water treatment facility and Lift Station #3; he also highlighted the newly completed and redesigned County Road 13, which was done by Crow Wing County. Blomer also noted that there has been more new development and new homes constructed within the last year than any other year since he's been here, which has kept the department very busy. He then presented some on-going projects for the upcoming year, and also named some proposed and some planned large projects for 2022 and beyond. He suggested that the City will need to begin looking ahead further into the future to plan for inevitable development within City limits.

E. Reports:

City Administrator – Max noted that the water access ramp has been pulled out by the DNR at Nisswa Lake Park to begin the new construction scheduled to begin next week.

City Attorney – none.

City Engineer – none.

F. New Business:

1. **Chamber Application for Fall Festival** – Motion by Krautkremer, seconded by Jacobson, to approve the Chamber Application for the Fall Festival, as presented. Motion carried unanimously.
2. **Recommendation from Planning Commission - Preliminary Plat 014-21** – Cotner explained the proposed plat which will consist of four (4) total non-riparian parcels; and that no construction plans for these properties have been submitted. Motion by Jacobson, seconded by Krautkremer, to accept the Planning Commission recommendation to approve Preliminary Plat 014-21 for Alluring Pines West, including the Findings of Fact and Conditions of approval, as presented. Motion carried unanimously.
3. **Recommendation from Planning Commission - Rezone 010-21** – Cotner noted that there are wetlands and a bluff located on this property which could potentially be sub-divided into a maximum of two properties with an approved rezone. One unsupportive letter was received from the public regarding this application. Motion by Krautkremer, seconded by Jacobson, to accept the Planning Commission recommendation to approve Ordinance Amendment/Rezone Application 010-21 for PID 28100510 for Brian Anderson from Open Space Residential to Shoreline Residential, as presented. Motion carried unanimously.
Additional Motion by Krautkremer, seconded by Jacobson, to publish the Summary, of Ordinance Amendment/Rezone Application 010-21 for PID 28100510 for Brian Anderson from Open Space Residential to Shoreline Residential, in the local paper. Motion carried unanimously.
4. **Memo from City Attorney – EAW for Naturelink Resort** – Attorney Pearson noted that an EAW was mandatory for this property being listed on the National Register of Historic Places. Cotner completed the EAW work and attempted several times to obtain feedback from the State, with no response. Council Members agreed that the Environmental Assessment Worksheet (EAW) for Naturelink Resort is complete. Because the property is listed as a historical site, an EAW was mandatory. This proposal involves renovation of Minnewawa Lodge – former site of the Minnesota Hockey Camps facility – and the complete tear-down and rebuild of three (3) buildings on the property all within the same footprint, with no further expansion proposed. Cotner also noted that the City received no reply from the DNR regarding this EAW. Motion by Jacobson, seconded by Froehle, to declare that the EAW process for Naturelink Resort be deemed complete, as presented. Motion carried unanimously.
Additional Motion by Krautkremer, seconded by Froehle, to conclude that no Environmental Impact Study (EIS) is required or deemed necessary for the Naturelink Resort property. Motion carried unanimously.
5. **Discussion Regarding EAW for Roy's Landing** – Council Members agreed that more information and additional public input will be heard at a separate City Council Meeting in order to determine whether an EAW is necessary for this property. City Attorney Pearson noted that the 30-day timeline is pertinent, and that a special Council Meeting should be held soon. Motion by Jacobson, Seconded by Krautkremer, to Table the discussion regarding a discretionary EAW for Roy's Landing and to continue this discussion during a Special City Council Meeting to be held August 31, 2021, beginning at 5:00PM. Motion carried unanimously.
6. **Memo from Planning Commission re: Proposed Ordinance Changes** – Discussion ensued regarding the Planning Commission's recommendation that the City Council amend the City Ordinance so that Nisswa business owners be allowed to serve on the Planning and Zoning Commission, even if they do not live within the City Limits of Nisswa. Cotner will work on drafting proposed ordinance amendment language so that it can be discussed at a future City Council meeting.

7. **Memo from Chief Taylor - Body Worn Camera Audit** - Motion by Jacobson, seconded by Froehle, to accept and approve the results of the Police Department Body-Worn Cameras Audit. Motion carried unanimously.
8. **Change Order #9, from Eagle Construction for WWTF Improvements** – Discussion. City Engineer Joe Dubel explained the Change Order and clarified questions from Council Members. Motion by Krautkremer, seconded by Froehle, to accept Change Order #9 from Eagle Construction, as presented. Motion carried unanimously.
9. **Payment Application #12 from Eagle Construction– for WWTF Improvements** - Motion by Jacobson, seconded by Krautkremer, to approve Payment Application #12 in the amount of \$539,163.54 to Eagle Construction, as presented. Motion carried unanimously.
10. **Recommendation from Public Works Committee - New Private Road Standard** - Motion by Jacobson, seconded by Krautkremer, to accept the Recommendation from the Public Works Committee to have Widseth review and complete a new Private Road Standard, at a cost not to exceed \$1,750. Motion carried unanimously.
11. **Approve Quotes from Anderson Brothers for 2021 Road Repairs** – Blomer explained the request and noted that the quotes are to complete the road repairs of patching and crack sealing for the City for 2021. This is an annual budget item, and all items are under budget in all categories so far this year. Motion by Krautkremer, seconded by Jacobson, to accept the and approve the quote from Anderson Brothers to complete the road repairs for 2021, as follows: \$4,015.36 for crack sealing; \$22005.22 for small patches; \$13,831.33 for large patches; and \$23,642.00 for paver patches and overlays. Motion carried unanimously.
12. **Final Pay Request Application from Knife River for 2020 Road Improvements** – It was noted that seeding, ditch-work, and clean up are completed and the project is nearing completion. Motion by Krautkremer, seconded by Jacobson, to accept and approve the final pay request application for \$10,000 to Knife River for 2020 road improvements. Motion carried unanimously. Additional Motion by Krautkremer, seconded by Jacobson, to accept Change Order #2 of \$1,750 to Knife River for the 2020 Road Improvements. Motion carried unanimously.
13. **Recommendation from Public Works Committee - Request for Lift Station 12 Feasibility Study** – Blomer noted that this feasibility study is a necessary part of the long-range planning that the City needs in order to keep up with development. Blomer said looking 20-50 years ahead will put the City in a better position in the future. Costs incurred would come out of the Sewer Fund. Motion by Krautkremer, seconded by Froehle, to accept the Recommendation from the Public Works Committee and approve the proposal to have Widseth complete a feasibility study for Lift Station #12, at a cost not to exceed \$27,800. Motion carried, 3-1 with Jacobson opposed.
14. **Memo from Jenny Max - Proposal from Widseth for City Hall Facility Study** – Max provided information regarding a proposed study which would help to determine the future direction of maintenance/improvement/ replacement of City Hall infrastructure. A key-card security system was discussed; employee safety is a major concern, and it may be possible to use some COVID relief funding for this. Discussion ensued. Jacobson noted that he believes there is a lot of money being spent on feasibility studies. Council Members agree that it will cost more in the future if the City does not plan ahead. Motion by Krautkremer, seconded by Jacobson, to approve the proposal to have Widseth complete a feasibility study for City Hall, at a cost not to exceed \$12,500. Motion carried unanimously.
15. **Memo from Jenny Max – RFP for Engineering Services for Roundabout** – Max noted that this has been discussed with both Tim Bray (CWC), as well as with Mark Ronnei (GVL), and both approve of and agree with the need for this proposed roundabout project at CSAH 77 and Nokomis Avenue. This is a request to advertise and accept proposals/bids from qualified firms. Motion by Jacobson, seconded by Krautkremer, to approve the RFP to secure Engineering Services for a proposed roundabout at CSAH 77 and Nokomis Avenue. Motion carried unanimously.

G. OLD BUSINESS – none presented.

H. COUNCIL REPORTS

1. Mayor – nothing presented.
2. Council Members – nothing presented.

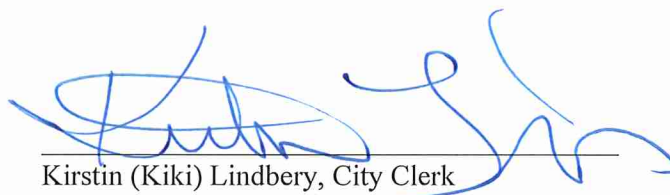
Mayor John Ryan announced upcoming City Council Meeting dates, and noted that all meeting information is located on the City Website. Ryan also encouraged all public attendees of tonight's meeting to become involved with City Government and to apply for one of the two (2) open Seats on the Planning & Zoning Commission.

ADJOURN – There being no further business, Motion by Kratukremer, seconded by Froehle to adjourn the regular Council meeting at 8:05p.m. Motion carried unanimously.

Respectfully Submitted,



John Ryan, Mayor



Kirstin (Kiki) Lindbery, City Clerk