

**ELYSIAN CITY COUNCIL  
REGULAR MEETING  
SEPTEMBER 14, 2020**

The Elysian City Council met in regular session on Monday, September 14, 2020 at City Hall at 6:00 pm.

Roll Call: Mayor Tom McBroom; Councilmembers Bobby Houlihan, Mary Opsahl, Dennis Schnoor; City Administrator Lorri Kopischke; Public Works Director Ron Greenwald. Absent: Councilmember Bryan Suemnick and City Attorney Jason Moran.

On motion by Schnoor, seconded by Houlihan, all voting in favor, to approve the minutes of the August 10, 2020 Regular Meeting as presented.

On motion by Houlihan, seconded by McBroom, all voting in favor, to approve the agenda of the September 14, 2020 Regular Meeting as presented.

Le Sueur County Deputy AJ Sowieja reported all is quiet in the City.

Public Comment: None.

Staff provided an update on operations in regard to the Coronavirus COVID-19 Pandemic.

The City Auditor has suggested the Council consider a resolution each month that outlines the monies spent from the Federal Coronavirus Relief Fund (CARES) Act Funding.

Mayor McBroom introduced the resolution and was seconded by Councilmember Schnoor.

**CITY OF ELYSIAN  
LE SUEUR COUNTY, MINNESOTA  
RESOLUTION NO. 715/20**

Resolution Allocating Coronavirus Aid, Relief and Economic Security Act Funds (Known as the CARES Act Funds) to Local Government Activities

WHEREAS, on March 27, 2020 the President of the United States signed into law the Coronavirus Aid, Relief and Economic Security Act (Known as the CARES Act) that was passed by the U.S. Congress in response to the COVID-19 Pandemic Outbreak; and,

WHEREAS, The CARES Act included \$339.8 Billion in relief under the COVID-19 pandemic in the United States dedicated for State and Local Governments; and,

WHEREAS, on June 25, 2020 the Governor of the State of Minnesota by Executive Order under the current Emergency allowed for the distribution of \$841 million in CARES Act Funds to counties and cities within the State of Minnesota in accordance with the U.S. Treasury Guidance based on a per-capita basis; and,

WHEREAS, the City of Elysian has received \$53,642.00 in CARES Act Funding allocation; and,

WHEREAS, the CARES Act allows local governmental units to expend funds on costs that are necessary expenditures related to the COVID-19 public health emergency; and,

WHEREAS, the CARES Act allows local governmental units to expend funds on costs that were not included in the most recently adopted budget as of March 27, 2020, or were budgeted for

but have been incurred for a substantially different use from what was intended as a result of the COVID-19 public health emergency; and,

WHEREAS, the CARES Act allows local governmental units to expend funds on costs that were incurred during the covered period of March 1, 2020 – November 15, 2020.

NOW, THEREFORE, BE IT RESOLVED that the Elysian City Council allocates \$8,998.61 of CARES Act Funds under the category of Local Government towards the period ending August 31, 2020:

Council/EDA Special Meetings	\$ 915.02
Attorney Fees	\$ 990.00
Facility Modifications (sidewalk)	\$2,300.00
Telework Support (laptop)	\$1,786.50
Public Health (PPE, Cleaning Items)	\$3,007.17

Upon vote being taken:

Councilmembers voting in the affirmative: Houlihan, McBroom, Opsahl, Schnoor.

Councilmembers voting in the negative: None.

Adopted by the City Council of the City of Elysian this 14<sup>th</sup> day of September, 2020.

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Thomas McBroom Sr.  
Mayor

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Lorri Kopischke  
City Administrator

At the August 6, 2020 Elysian Economic Development Authority (EDA) Meeting, the Commissioners reviewed the implementation of a Small Business Grant Program with a portion of the CARES Act funds and authorized staff to develop an application and distribute to all businesses in the City limits with a deadline for application of September 1, 2020. Applications were distributed and (7) seven applications were received for review.

At the September 3, 2020 Elysian EDA Meeting, the Commissioners reviewed the applications for eligibility. It was determined that all (7) seven applications met the eligibility requirements, met the described fund priorities and terms, and included the required documentation.

The Elysian EDA is requesting Council allocation of \$14,000 CARES Act Funding to the EDA to provide a \$2,000 Small Business Grant to the following businesses:

- Zimbrich Properties, Inc. dba Tuckers Tavern
- Fitness Escape, LLC
- Mama's Mercantile, division of Greenwald's Greenhouse, LLC
- Morsching Olson Tax & Forms Prep LLC
- Elysian Auto Service LLC
- Tom's Bar Inc. dba Thirsty Beaver
- Trailside Trims Salon

On motion by Schnoor, seconded by Houlihan, all voting in favor, to allocate \$14,000 CARES Act Funding to the Elysian EDA to provide a \$2,000 Small Business Grant to the (7) seven businesses as recommended and approved by the Elysian EDA.

Council discussed additional uses of the CARES Act Funding to include repair of the digital sign on Highway 60 to aid in educational and public notice as it relates to COVID 19, modification of City Hall, and laptops.

Ron Greenwald, Public Works Director, reported there has been an increase in the number of cars parked for long periods on the north side of Frank Ave NW between 2<sup>nd</sup> Street NW and County Road 11. He noted this area is used for parking during baseball season but expressed concern that the cars being parked here for long periods this winter will cause difficulties with snow plowing.

Greenwald requested that the north side of Frank Ave NW between 2<sup>nd</sup> Street NW and County Road 11 be posted as no parking for the period from November 1 through March 31.

Councilmembers discussed that it would be helpful to post that area as no 24-hour parking.

On motion by Opsahl, seconded by Houlihan, all voting in favor, to post the north side of Frank Ave NW between 2<sup>nd</sup> Street NW and County Road 11 as "No 24-Hour Parking" year round and "No Parking" for the period from November 1 through March 31.

Greenwald reported that Le Sueur County has had the culvert on County Road 11 on Lake Francis repaired. Selly Construction dug down and discovered the pipe that goes into the catch basin that goes into the lake was smaller than the hole. The concrete around the opening was gone. It was repaired with brick and concrete and appears to be working fine.

Greenwald reported a meeting with Le Sueur County Engineer Dave Tiegs, City Engineer Chris Cavett, and Mayor McBroom to discuss a County-funded mill and overlay on CSAH 50 (Main Street). The County is asking whether the City is okay to deal with a day or two of inconvenience with paving on Main Street during the Highway 60 detour onto CSAH 11 in 2021 OR if the City would prefer to wait until year 2022 to do the mill and overlay.

There was Council consensus to request that Le Sueur County proceed with the mill and overlay of Main Street in the year 2021.

Greenwald updated the Council:

- Will be obtaining a second quote for the control panel and VFD for Lift Station #2 located at Pit Stop.
- The drinking water passed all testing by the State of MN Department of Health.
- Fall discharge of the sewer ponds will start tomorrow, September 15<sup>th</sup>.
- One parking spot at the Tourism Center will be signed and designated as handicapped. This is required when the building is used by Elysian Township as a polling site.

The Fire Department's Air-Pack SCBAs are expiring the end of 2020. The Department has applied for the FEMA AFG grant the last three years. It is not known if they will be awarded the grant monies this year. FEMA is still in the determination period.

Due to the uncertainty of receiving the grant monies, and with the Preliminary City Levy having to be certified, the Fire Department is presenting a quote for the Air-Packs from Municipal Emergency Services (MES) in the amount of \$93,602.60. The quote includes Fourteen Scott X3 Pro SCBAs, 28 Cylinders and 24 AV3000 Facepieces, and the Initial Fit Test for 24 members at one meeting. MES has included a financing option which would require a down payment of \$40,000 and (3) three annual payments of \$19,086.57 based on a 3.37% interest rate. The \$40,000 down payment would be

drawn from the Joint Fire Board Savings Account. The Townships have agreed to this in theory but will need to see the definite numbers before the City moves forward with the financing option.

On motion by Houlihan, seconded by Opsahl, all voting in favor, to approve the quote for the Air-Packs, Cylinders, face pieces and initial fit test from Municipal Emergency Services (MES) in the amount of \$93,602.60 with the (3) three year financing (if the FEMA AFG Grant is denied) as presented subject to approval by the Elysian, Isco, and Janesville Townships.

Council considered Resolution No. 716/20 – Adopting the 2021 Proposed Budget for the City of Elysian, Le Sueur and Waseca Counties. The proposed budget is as discussed at the July Budget Meeting with the addition of the first year’s payment for the SCBA Air-Packs and accessories in the amount of \$9,544. If the City does not receive the FEMA AFG Grant, staff will work to reduce the General Fund by \$9,544. Council will hold additional budget meetings prior to setting the Final Levy in December.

Councilmember Opsahl introduced the resolution and was seconded by Mayor McBroom.

RESOLUTION NO. 716/20  
RESOLUTION ADOPTING THE 2021 PROPOSED BUDGET  
FOR THE CITY OF ELYSIAN  
LESUEUR AND WASECA COUNTIES

WHEREAS, the City of Elysian has considered and discussed the budget for the year 2021;  
and

WHEREAS, the 2021 proposed budget is attached to this Resolution.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF ELYSIAN, MINNESOTA:

1. That the attached proposed budget for 2021 marked as “Exhibit A” is hereby adopted.

Upon vote being taken:

Councilmembers voting in the affirmative: Houlihan, McBroom, Opsahl, Schnoor.  
Councilmembers voting in the negative: None.

Whereupon said resolution was declared duly passed and adopted.

Dated this 14<sup>th</sup> day of September, 2020.

Approved:

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Tom McBroom, Mayor

Attested:

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Lorri Kopischke, City Administrator

The Council then considered Resolution No. 717/20 – Adopting Preliminary 2020 Tax Levy, Payable 2021 City of Elysian, Le Sueur and Waseca Counties. The proposed Preliminary 2020 Tax Levy is \$730,037 which is a 5.5% increase from the 2019 Tax Levy Payable Year 2020 in the amount of \$691,613. The proposed Tax Levy does include the first year’s payment for the SCBA Air-Packs and accessories in the amount of \$9,544. If the City does not receive the FEMA AFG Grant, staff will work to reduce the General Fund by \$9,544 thus reducing the Tax Levy. Council will hold additional budget meetings prior to setting the Final Levy in December.

Councilmember Houlihan introduced the resolution and was seconded by Councilmember Schnoor.

RESOLUTION NO. 717/20  
RESOLUTION ADOPTING PRELIMINARY 2020 TAX LEVY, PAYABLE 2021  
CITY OF ELYSIAN  
LE SUEUR AND WASECA COUNTIES

WHEREAS, the City of Elysian has adopted the proposed budget for the year 2021; and

WHEREAS, the City of Elysian has determined the tax levy for taxes payable in the year 2021 to be in the amount of \$730,037.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY ELYSIAN, MINNESOTA; that the following sums of money are levied for the current year, collectible in 2021, upon taxable property in the City of Elysian, for the following purposes:

General Fund	\$470,657
Fire Relief	\$ 3,340
Maintenance Replacement Eq.	\$ 10,000
Storm Sewer	\$ 5,000
Kaplan	\$ 10,000
City Hall Debt	\$ 11,000
2012 Local Improvement Levy	\$ 50,000
2016 Local Improvement Levy	\$ 30,000
2018 Local Improvement Levy	\$110,000
2016 Fire Truck Debt	\$ 20,496
SCBA Tank Fire Debt	<u>\$ 9,544</u>
Total Preliminary Levy	\$730,037

Councilmembers voting in the affirmative: Houlihan, McBroom, Opsahl, Schnoor.

Councilmembers voting in the negative: None.

The City Administrator is hereby instructed to transmit a certified copy of this resolution to the County Auditor for Le Sueur County and Waseca County, Minnesota.

Adopted by the Elysian City Council on September 14, 2020.

Approved:

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Tom McBroom, Mayor

Attested:

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Lorri Kopischke, City Administrator

On motion by Schnoor, seconded by Houlihan, all voting in favor, to set the Truth in Taxation Hearing for December 14, 2020 at 6:01 pm. Public Comment will be taken on the 2021 Proposed Budget and the 2020 Tax Levy, Payable 2021.

Council reviewed the Planning and Zoning Commission recommendations for changes to Elysian Code of Ordinance Chapter 92: Parks and Recreation Section 92.01 City Park Regulations. The Park Board has requested Lake Tustin Park be “dog friendly”.

The current ordinance as it pertains to animals reads as follow:

“(C) No animals are permitted in any part of all parks. Leashed animals are allowed in the parking lot area and may be allowed to swim/exercise in the area at the north end of the parking area. Pet owners are responsible for the behavior of their pets and for cleaning up and removing items associated with their pet.”

Planning and Zoning Commissioners discussed the Ordinance at their September 1, 2020 Meeting and recommended the following:

“Amending City of Elysian Code of Ordinance Chapter 92: Parks and Recreation Section 92.01 City Park Regulations to read as follows:

(C) Leashed animals are allowed in designated areas of all City parks. Pet owners are responsible for the behavior of their pets and for cleaning up and removing items associated with their pets.

And with the following recommendation for regulation:

That there be no animals allowed in the beach area of the City parks in the peak season – Memorial Day through Labor Day.

The Park Board / City Council shall determine the parks and in which area of those parks that animals are allowed. Signs would be erected to show which areas allow animals and which areas do not.”

On motion by Schnoor, seconded by Houlihan, all voting in favor, to set a Public Hearing to consider an amendment to Elysian Code of Ordinance Chapter 92: Parks and Recreation Section 92.01 City Park Regulations (C) for October 12, 2020 at 6:00 pm.

Staff reported that MARCO has presented a proposal to provide IT services on a time and material basis rather than a monthly fixed fee. They have local staff available to provide support. They have set up the City virus protection and Office 365 and will be assisting with the purchase of laptops with the CARES Act Funding.

Employee Evaluations will be completed prior to the October Council Meeting. On motion by McBroom, seconded by Houlihan, all voting in favor, to schedule City Administrator Performance Evaluation for October 12, 2020 at 5:30 pm.

Fall City-wide Clean-Up is scheduled for October 3, 2020 from 8:30 to 11:00 am at the Lake Frances Parking Lot.

On motion by Houlihan, seconded by McBroom, all voting in favor, bills, payroll, and transfers were approved in the amount of \$81,698.71.

Public Comment: None.

On motion by McBroom, seconded by Schnoor, all voting in favor, to adjourn the meeting at 6:49 pm.

Approved:

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Tom McBroom, Mayor

Attested:

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Lorri Kopischke, City Administrator