

**ELYSIAN CITY COUNCIL
REGULAR MEETING
NOVEMBER 14, 2022**

The Elysian City Council met in regular session on Monday, November 14, 2022 at City Hall at 6:00 pm.

Roll Call: Mayor Tom McBroom; Councilmembers Dennis Schnoor, Bryan Suemnick, and Derek Westby; City Administrator Lorri Kopischke; Public Works Worker Don Doehling; City Attorney Jason Moran (via cell phone). Absent: Councilmember Bobby Houlihan.

On motion by Westby, seconded by Suemnick, all voting in favor, to approve the minutes of the October 10, 2022 Special Meeting and October 10, 2022 Regular Meeting as presented.

On motion by McBroom, seconded by Schnoor, all voting in favor, to approve the agenda of the November 14, 2022 Regular Meeting as presented.

Le Sueur County Captain Bruce Collins reported things have been relatively quiet in the area. There is an ongoing investigation with a suspect of the burglaries of last fall.

Le Sueur County Commissioner Steve Rohlring congratulated the reelected mayor and councilmembers and thanked the council for all they do. He reported the roads are finished and the shouldering done; continue working on grants and funding for broadband; Netwave has installed two towers, one in Waseca County and one in Janesville and they will be tested next week; Commissioners are still discussing the role and need of a County EDA Director; the preliminary 2023 budget was set at a 7.7% increase and they have worked it to below 6% with a goal of mid 5%; the sheriff's office has entered into a leasing program with Enterprise for vehicles as there are none available for purchase in 2023; a firm has been hired to study remodeling of the 2nd and 3rd floor of the government center with a plan to move the planning and zoning department to this building; and, the remodel of the old jail will be complete in January or February of 2023. Rohlring stated the County is still waiting to receive a speed study from MnDOT on County Road 11 and County Road 14.

Council asked Rohlring to check on updating the sidewalk on County Road 11 north of Frank Avenue NW.

Public Comment: None.

Brent Kavitz, Engineer, SEH Engineering, presented the 2023 Street and Utility Improvement Project Feasibility Report. The proposed project would include reconstruction work and improvement to the following streets:

- Maple Avenue from 5th Street SW to 1st Street S
- Lewis Lane from 5th Street SW to Dead End
- G Avenue SE from 1st Street S to Jason Drive
- Jason Drive from G Avenue SE to Dead End
- 5th Street SW from Maple Avenue to Hwy 60
- 3rd Street SW from Maple Avenue to Hwy 60
- 1st Street S from Maple Avenue to Hwy 60

The project includes construction of sanitary sewer, water main, storm sewer, concrete curb and gutter, aggregate base, bituminous surfacing, turf restoration, and miscellaneous items required to complete the improvements.

This is Project D of the Capital Improvement Plan adopted by the City on August 10, 2015. A neighborhood meeting was held with residents adjacent to the proposed project on October 25, 2022 with 6 of 38 property owners attending.

Streets within the project will be widened to 24 or 28 feet and pavement sections will be 7-ton or 10-ton depending on Council direction.

The sanitary sewer within the project area is polyvinyl chloride (PVC) and was constructed in the early 1970s as part of a city-wide sanitary sewer collection and treatment project. With the majority of the system in overall good condition, most of the sanitary sewer is not proposed to be replaced. But depending on which option is considered on Maple Avenue, there may be a need for replacement of some sanitary sewer and services.

The current water main within the project area was constructed in 1993 using PVC materials and is generally in good condition. There will be a minimal replacement of services and it is proposed to replace each gate valve and hydrant within the project area.

The sub-watershed for the project drains toward Lake Elysian. This sub-watershed outlets through a 42-inch corrugated metal pipe (CMP) that has been found to be in good condition. Concrete curb and gutter will be constructed along each side of the street to better manage stormwater. Additional storm sewer will be added to help drain a localized low point between 5th Street SW and 3rd Street SW that has been identified to help manage storm runoff from a newly developed parcel adjacent to 5th Street. Current storm water management efforts are being accomplished by the implementation of drainage basins for the Hidden Meadows developments and the new storage building development on 5th Street SW. During final design, potential pond locations will be analyzed if needed. Another effort to improve water quality out-letting into Lake Elysian would be to install a sediment separator product (i.e., Saffle Baffle) in the structure before entering the 42-inch outlet pipe.

No sidewalk or trail improvements will be made. Driveway and alley entrances along the project streets will be reconstructed to fit the new street and it is recommended that a 5-foot concrete apron be provided at each driveway with the remainder reconstructed with material similar to their existing condition.

Kavitz presented 4 options which included a mixture of street widths and pavement sections. The option recommended by SEH Engineering is Option 2B. This option would include all 10-ton roads and the widening of Maple Street to accommodate the necessary utility separation. Estimated project cost \$2,959,310. Estimated assessments \$591,815. Estimated Residential Assessment Rate (Unit) \$9,310.

Based on the City of Elysian's Assessment Policy for Street and Utility Improvements, the project will be funded in part through assessments to the benefiting properties with the balance of costs paid from sewer, water, and environmental utility funds, as well as general tax levy or other sources of funding. The recommended 2023 assessment rates are \$9,310 per residential unit, \$124.13 per front-foot for Commercial/Institutional/Multi-Family, \$1,800 per unit residential water service, and \$1,350 residential sewer service.

The project is proposed to be constructed during the 2023 construction season.

The Council expressed concern with the impact of the cost of this project and the proposed water treatment plant. There is also the uncertainty of the economy. George Eilertson, Northland Securities, will develop some scenarios and present at a workshop session for Council to determine the impact. Kavitz will work with Eilertson to investigate ways to reduce the impact to the commercial properties in the area.

Council then considered Resolution #815/22. It was decided to move forward and pass the resolution to give time to consider options and receive input from the impacted residents.

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

CITY OF ELYSIAN
LE SUEUR COUNTY, MINNESOTA
RESOLUTION NO. 815/22

RECEIVING REPORT AND
CALLING HEARING ON IMPROVEMENT

WHEREAS, pursuant to resolution of the council adopted June 13, 2022, a report has been prepared by Short Elliott Hendrickson Inc. (SEH[®]) with reference to the improvement of the following streets:

- Maple Avenue from 5th Street SW to 1st Street S
- Lewis Lane from 5th Street SW to Dead End
- G Avenue SE from 1st Street S to Jason Drive
- Jason Drive from G Avenue SE to Dead End
- 5th Street SW from Maple Avenue to Hwy 60
- 3rd Street SW from Maple Avenue to Hwy 60
- 1st Street S from Maple Avenue to Hwy 60

and this report was received by the council on November 14, 2022, and

WHEREAS, the report provides information regarding whether the proposed project is necessary, cost-effective, and feasible,

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

1. The council will consider the improvement of such streets in accordance with the report and the assessment of abutting property and properties for which benefit can be attributed for all or a portion of the cost of the improvement pursuant to Minnesota Statutes, Chapter 429 at an estimated total cost of the improvement of \$2,959,310.00.
2. A public hearing shall be held on such proposed improvement on the 12th day of December, 2022, at the Elysian City Hall at 6:15 p.m. and the city administrator shall give mailed and published notice of such hearing and improvement as required by law.

Upon vote being taken:

Councilmembers voting in the affirmative: McBroom, Schnoor, Suemnick, Westby.

Councilmembers voting in the negative: None.

Adopted by the City Council of the City of Elysian this 14th day of November, 2022.

Approved:

Tom McBroom, Sr., Mayor

Attested:

Lorri Kopischke, City Administrator

Don Doehling, Public Works Worker, reported that the tile line that runs down to the catch basin at Frank Avenue NW and Second Street NW has been jetted. There are no obstructions. Two clean-outs were installed so it can now be jetted at any time if needed.

Water and sewer service has been connected for the project at 204 Fifth Street SW.

Doehling provided an estimate from Schmahl Construction, LLC for improvements to the Wayside Rest. No action was taken.

The electric service to the dugout at Lake Francis Park has been trenched and backfilled. The memorial tree for Thomas Crawmer, Sr. has been purchased and planted at Sunset Park. The benches donated to Sunset Park from the Elysian Economic Development Authority have been received and placement determined but they will not be installed until Spring.

The sewer waste discharge for 2022 is complete.

Doehling requested that the yearly boot reimbursement be increased from \$150 to \$200 per year.

On motion by McBroom, seconded by Westby, all voting in favor, that the yearly reimbursement to full-time Public Works employees for boot replacement be increased from \$150 to \$200.

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

CITY OF ELYSIAN
LE SUEUR COUNTY, MINNESOTA
RESOLUTION NO. 816/22

A RESOLUTION CERTIFYING THE RESULTS OF THE
TUESDAY, NOVEMBER 8, 2022 ELECTION
(Canvass Election)

WHEREAS, The City of Elysian held an election for the office of Mayor (two-year term) and two Councilmembers (four-year term) on Tuesday, November 8, 2022, during the General Election with approximately 441 persons voting including absentee votes.

WHEREAS, on this 14th day of November, 2022 the City Council has met to canvass said election results;

WHEREAS, the votes tabulated at said election were:

MAYOR	VOTES	COUNCILMEMBER 4- year term	VOTES
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<i>Tom McBroom, Sr.</i>	208	<i>Bryan Suemnick</i>	245
<i>James Kaufman</i>	205	<i>Dennis Schnoor</i>	248
<i>Write-In</i>	7	<i>Liz Hartzler</i>	167
		<i>Dante Rand</i>	84
		<i>Write-In</i>	4

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ELYSIAN MINNESOTA, that the official election results for the office of Mayor for the term of 2023-2024 shall be Tom McBroom, Sr.;

BE IT FURTHER RESOLVED BY THE CITY COUNCIL OF ELYSIAN MINNESOTA, that the official election results for the offices of Councilmember for the term of 2023-2026 shall be Bryan Suemnick and Dennis Schnoor;

Upon vote being taken:

Councilmembers voting in the affirmative: McBroom, Schnoor, Suemnick, Westby.

Councilmembers voting in the negative: None.

Adopted by the City Council of the City of Elysian this 14th day of November, 2022.

Approved:

Tom McBroom, Mayor

Attested:

Lorri Kopischke, City Administrator

It was noted that the Public Works Director is on an extended leave. Staffing is short and there may be overtime incurred by the Public Works Worker.

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

CITY OF ELYSIAN
 ELYSIAN, MINNESOTA
 RESOLUTION NO. 817/22

RESOLUTION ACKNOWLEDGING A DONATION FROM
 MIDCO FOUNDATION

WHEREAS, the City of Elysian has received a donation in the amount of \$2,000.00 from MIDCO Foundation towards the Sports Netsystems in the tennis court area next to the WEM Elysian Elementary School Building.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ELYSIAN, MINNESOTA THAT: the City Council of the City of Elysian acknowledges and accepts a donation from MIDCO Foundation in the amount of \$2,000.00 to be used towards the Sports Netsystems in the tennis court area next to the WEM Elysian Elementary School Building.

Upon vote being taken:

Councilmembers voting in the affirmative: McBroom, Schnoor, Suemnick, Westby

Councilmembers voting in the negative: None

Adopted by the City Council of the City of Elysian this 14th day of November, 2022.

Approved:

Tom McBroom, Sr., Mayor

Attested:

Lorri Kopischke, City Administrator

Council considered an upgrade to the Ricoh copier. The current machine Ricoh MP c2503 – P/C/Sc, parts guarantee expires April 2023. Total monthly costs based upon current usage: \$154.21. Proposed machine Ricoh IM c2500 – P/C/Sc, new, State of MN Contract pricing. 60 month “rental” - \$94.58 per month. Costs based on usage - \$62.16 per month. Total monthly costs between machine and usage \$156.74. The State of MN Contract is a pre-negotiated contract for government and states offices, bills for exact usage, and avoids any fees, price increases and offers options in the event of low funding compared to a normal lease. Upgrading to the new machine with this contract will result in a \$2 increase per month.

On motion by Westby, seconded by McBroom, all voting in favor, to upgrade the copier to the Ricoh IM c2500 – P/C/Sc, new State of MN Contract Pricing.

On motion by McBroom, seconded by Schnoor, all voting in favor, to schedule a workshop meeting for Monday, November 28, 2022 at 6:00 pm.

Employee Evaluations are complete. All employees met or exceeded performance standards. Thank you to the dedicated hard-working staff of the City of Elysian.

Reminder of Truth in Taxation Hearing, Monday, December 12, 2022, at 6:01 pm.

Thank you to Jane Conroy for decorating Main Street for Halloween.

Thank you to the Elysian Area Chamber of Commerce, Elysian Area Fire Department, businesses, City staff, and all the many volunteers for a spooky Halloween Event. The event was well attended. The Fire Department served 608 hotdogs.

Small Business Saturday in Elysian is November 26, 2022.

Holiday Winter Lights Parade and Winter Fun Event, Saturday, December 3, 2022. Request to close streets for parade – Main Street from 5th Street NW to Fire Hall 5:00 to 7:00 pm.

On motion by McBroom, seconded by Westby, all voting in favor, to close the streets on Saturday, December 3, 2022 from 5:00 to 7:00 pm for the Winter Lights Parade.

City Attorney Jason Moran reported he anticipates the School District will approve the resolution and proposed deed for the tennis courts and ballfield this month.

Moran will provide information on regulation of THC sales for consideration at the December 12, 2022 Council meeting.

On motion by Schnoor, seconded by Westby, all voting in favor, bills, payroll, and transfers were approved in the amount of \$274,650.76.

Public Comment: None.

On motion by McBroom, seconded by Schnoor, all voting in favor, to adjourn the meeting at 7:20 pm.

Approved:

Tom McBroom, Sr., Mayor

Attested:

Lorri Kopischke, City Administrator