

## REGULAR MEETING MINUTES

Monday, May 15, 2023 at 5:30 P.M.

### CALL TO ORDER AND DETERMINATION OF A QUORUM

The Regular Meeting of the City Council of the City of Olivia, Minnesota, was called to order by Mayor Hawkinson at 5:30 P.M.

Council Members Present: Jon Hawkinson, Blanca Ferguson, Matt Baumgartner, Landon Padrnos

Council Members Absent: George Ebbers

Others present: Aaron Walton, City Attorney; Mary Jo Halliday, Interim City Administrator; Jodi Gilberts, Administrative Assistant; Ross Okins, Renville County Register; Justin Black, SEH; Jason Krumheuer, Police Chief; Aaron Couse, Police Officer; 6 BOLD Students; Greg Rauenhurst, Resident; Chris Senkyr, Resident.

### PUBLIC FORUM

Mayor Hawkinson temporarily suspended the regular meeting and opened the public forum at 5:31 P.M. He clarified the amount of time allocated for public comments and the decorum expectations for those who participate in the Public Forum.

Resident Chris Senkyr addressed the Council about the possibility of purchasing a lot directly east of him currently owned by the City. Councilor Ferguson stated the plan was to make a road and develop it but it doesn't look like that will be happening. Hawkinson shared that Senkyr should talk to Halliday and Castillo to see what the next steps to this process will be.

Mayor Hawkinson reopened the regular meeting at 5:35pm.

### AGENDA APPROVAL

**Motion by Padrnos, second by Baumgartner:** to approve the Agenda with striking Item F. Motion passed unanimously.

### CONSENT AGENDA

**Motion by Padrnos, second by Baumgartner:** to approve the Consent Agenda. Motion passed unanimously.

### DISCUSSION / BUSINESS ITEMS

#### Project Updates by Justin Black-SEH, Inc.

On May 11, 2023, a bid opening was held for the 2023 Seal Coat Project which we are in partnership with the City of Fairfax. There were four bidders ranging in bid prices from about \$171,000 to \$129,761.50. The low bid was from M.R Paving and Excavating out of New Ulm. Our estimate was about \$150,000 so it came in well below budget. Black shared that Olivia's portion of the cost will be around \$104,000 with Fairfax being about \$30,000. The original budget amount was \$120,000 so we are well within the budget for this project. Black did touch base with the contractor and they will probably start the project the 1<sup>st</sup> week of August which will give the city time to sweep and fill in some cracks on the roads.

**Motion by Ferguson, second by Baumgartner:** to approve Resolution 2023-54, Accepting Bid - 2023 Seal Coat Project. Motion passed unanimously.

DePue Ave Project

Hjerpe Construction is putting sanitary lines in on 8<sup>th</sup> Street South and then plan to move back down the block to follow with new water main. They install 2 parallel lines that are at least 10 feet apart. Right now, the contractor is firming his up schedule on curb and gutter placement work that was done last year on the west end. Lumen AKA CenturyLink has lines in the way that need to be moved, but they're finally here in Olivia to start moving their cable lines.

Olivia Police Department Requests

Sergeant Clouse requests to hire Matthew Gleisner as part-time officer, he believes he will be a wonderful asset to department.

**Motion by Ferguson, second by Baumgartner:** to approve Resolution 2023-55, Authorization of Employment to Matthew Gleisner as Part-Time Patrol Officer. Motion passed unanimously.

Sergeant Clouse also addressed the Council about raising the hourly wage for part-time officers. The OPD asked current part-timers and surrounding communities what would help to get more part-time officer help and they all said increase in pay. So, Clouse asked the Council to consider an increase in pay to Grade 10 Step 5 on the pay scale.

**Motion by Baumgartner, second by Padrnos:** to approve Resolution 2023-56, Authorization to Increase Part-Time Patrol Officer wages. Motion passed unanimously.

Sergeant Clouse then requested the purchase of body worn cameras because he got an updated quote of \$29,930.00, which should include everything needed. There is a 2-4 month wait on these items so it's important to get the ball rolling. This isn't something you can find a second quote for because this is all from Motorola Solutions which has the squad cameras. This purchase will integrate with the current squad cameras and it comes with redacted software. During last year's budget discussions, it was decided the funds will come from the CIP excess since there is no talk of updating radios anytime soon. Baumgartner asked about ongoing subscription fees and Clouse shared they will be budgeted for annually going forward. Clouse also stated updating systems won't be an issue because they will continue to work with the old ones and integrate with old. He also said the statute requires a 3<sup>rd</sup> party has to come in and makes sure all is up to standard with what is needed.

**Motion by Ferguson, second by Baumgartner:** to approve the purchase of body worn cameras as presented through Motorola Solutions. Motion passed unanimously.

Second reading of Ordinance 2023-02, Amending Title IX Section 92.19 & 92.20, Nuisance Enforcement  
Following discussion from the last meeting Walton shared he added two additional lines; stating that the enforcement of nuisance codes will be complaint driven, any individual or city employee may make the complaint.

**Motion by Baumgartner, second by Padrnos:** to approve the Second Reading of Ordinance 2023-02, Amending Title IX Section 92.19 & 92.20, Nuisance enforcement. Motion passed unanimously.

#### 611 East Lincoln Hazardous Building

Walton gave a brief update that a property owner was served with the Council's order. Owner had a discussion with Castillo and did not agree with the order so we will wait and see what happens from here.

#### 110 South 10th Street

Halliday shared that the owner acknowledges the property is not habitable and is willing to allow the City of Olivia to acquire it for market value. She shared acquiring it would help with complaints about the poor conditions of the property. Halliday asked the owner if he would allow internal and external inspections and he stated it wasn't necessary as the property is in substandard condition. Padrnos shares he sees no reason for the city to purchase another property without having a plan for it. Ferguson states we need to consider if we do something with the project at this site it would help with parking, she also stated if we moved from this current building, we could sell that property with this property. Padrnos states the owner has options of doing it himself with grants and other options. No action taken.

#### Chief Krumheuer Exemption Status

Once the Olivia Police Department is fully staffed, Chief Krumheuer plans to go back to his regular supervisory and administrative duties. But, for the last three years, the Chief feels he's been donating his time. Chief Krumheuer requests time and a half for any overtime worked consistent with other city employees. Ferguson states that would only be right to pay him time and a half for overtime hours worked. Padrnos shares that with exempt employees we do not pay them overtime wages and that is determined on the job description and duties that the Chief is normally performing.

**Motion by Ferguson, second by Baumgartner:** to approve time and a half overtime pay for Chief Krumheuer and back pay from May 1, 2023 and to revisit these changes in 6 months. Motion passed unanimously.

### **REPORTS**

#### EDA

Hawkinson shared they discussed a slight rent increase for Bayberry proposed. A closed meeting was held to discuss a potential property sale.

#### PUC

Baumgartner said they met and discussed the small cell facility and they had a representative from MMPA come in and share informally about how they operate.

#### Bold Swimming Pool

Padrnos said they held a special meeting to discuss the plans for the electrical they need to replace. It's planned to be in a self-contained controlled area which would be an industrial refrigerator. Water safety classes are being held before school gets out.

#### Story Book Walk Project

Kristy Horn who is a member of the Friends of the Library and some of the other members proposed a concept to have a story book walk at Nester Park. They talked to the Park Board and they said it is a great idea so keep an eye out for that in June and July.

#### City Administrator Search

Halliday shared an update that seven applications have been received. It appears they have all met the minimum qualifications.

Library Roof Inspection

Library roof is having some issues, Halliday will forward it to insurance to show them these issues. Halliday is meeting with LMC to talk about the roof and options.

Other Reports of Council / Staff

Baumgartner shared that he feels that reviews need to be done before step increases are approved by City Council. Halliday shared that performance reviews are completed by either the Department Head or City Administrator and then passed on to Personnel Committee before being put in the agenda.

USDA Funding

Halliday has made contact with the USDA representative that the Council is exploring other options for the building project and asked him is it possible to use any of the funding for a different project.

Ferguson shared she went to the City of Renville to see their new facility. She shared that they said a lot of the firehall work was done by the fire department and shared that the price of their project was pre-covid, so to keep that in mind.

**NOTICES AND COMMUNICATIONS**

Halliday shared a form to use for general complaints made by citizens. She says if there are additional ideas or suggestions for it, we can make changes. Ferguson asked if they are available online and Halliday said we will make sure they are.

**ADJOURNMENT**

**Motion by Padrnos, second by Baumgartner:** to adjourn the meeting at 6:45 P.M. Motion passed unanimously.

Attest:

  
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Jon Hawkinson, Mayor

  
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Mary Jo Halliday, Interim City Administrator