

**Red Wing City Council
Regular Meeting
City Council Chambers
March 11, 2024**

Members Present: Council President Kim Beise; Council Members Evan Brown, Becky Norton, Donald Kliewer, Janie Farrar, Ron Goggin, and Vicki Jo Lambert

Members Absent: Michael Wilson, Mayor

Others Present: Kay Kuhlmann, Council Administrator; Jay Squires, City Attorney; Teri Swanson, City Clerk; Marshall Hallock, Administrative Business Director; Nick Sather, Police Chief; Mike Warner, Fire Chief; Kyle Klatt, Community Development Director; Jay Owens, City Engineer / Director; Shawn Blaney, Public Works Director; Dan Brower, Library Director; Michelle Leise, Community Engagement Facilitator

Agenda Item 1

Call to Order

Council President Kim Beise called the meeting to order at 6:02 p.m.

Agenda Item 2

Pledge of Allegiance

Council President Kim Beise led the recitation of the Pledge of Allegiance.

Agenda Item 3

Statement of Intent

Council President Kim Beise led the reading of the Statement of Intent.

Agenda Item 4

Excusal of Members

All Council Members were in attendance.

Agenda Item 5

Approval of the Agenda

Council President Kim Beise requested the removal of Item 11B from the Agenda, noting that more information is being gathered.

A motion was made by Council Member Evan Brown, seconded by Council Member Ron Goggin and unanimously carried, to approve the Agenda, minus Item 11B.

Agenda Item 6

Proclamations and Recognitions

There were no proclamations or recognitions.

Agenda Item 7

Presentations

There were no presentations.

Agenda Item 8

Public Comment

Council President Kim Beise reviewed the public comment procedure. There was no public comment.

Agenda Item 9

Board and Commission Communication

A. Consider Motion to Recommend to the District Court the Reappointment of Ryan Hanson to the Charter Commission to a Second Four-Year Term.

A motion was made by Council Member Becky Norton, seconded by Council Member Evan Brown and unanimously carried, to recommend the appointment of Ryan Hanson to the Charter Commission.

B. Port Authority Update.

Community Development Director Klatt summarized topics of discussion during a recent Port Authority Board meeting. He reported that two new members were introduced, Kim Beise and Wylie Wilson. He stated that the Port Authority Board conducted election of officers for 2024, approved the 2023 Annual Report, and adopted Rules of Order and Procedure for 2024. He reviewed the rules that were adopted pertaining to allowing public comment at the beginning of meetings, during discussion of agenda items, and during workshops.

Director Klatt reported that the Port Authority Board approved two loans from the Advancing Entrepreneurs loan program, which was funded from ARPA money and directed to assist BIPOC and women-owned businesses. He stated that disbursement of those two loans will use up the initial \$100,000 allocation to this program. He noted that this program was a partnership between the Port Authority and Red Wing Ignite.

Director Klatt stated that the Port Authority Board discussed a request for financial support toward the former Associated Bank redevelopment project. He stated that the Port Board voted to recommend approval of tax increment financing toward the project along with funding assistance from the City's Downtown Investment Fund. He stated that a Public Hearing will be conducted during the next Council meeting along with further discussion and action by the City Council. He referenced the various funding sources that are being leveraged to make this project happen.

Director Klatt summarized recent Port Authority Board discussions of a draft five-year Strategic Plan, noting that this plan will be considered for formal adoption during the next meeting.

Director Klatt provided an update relating to a proposal to potentially utilize New Market Tax Credit program funding to support the former Bauer Built redevelopment project. He stated that more information will be provided to the City Council during a future meeting.

Director Klatt summarized recent discussions with representatives of Blue Water Farms relating to a redevelopment proposal involving the Highway 19 and 61 property.

C. Council Liaison Commission Reports.

Council Member Farrar reported that the Red Wing Heritage Preservation Commission will be helping to host the PreserveMN 2024 annual conference in September.

Agenda Item 10

Consent Agenda

A. Motion to Approve Bills (Warrant #115888-116052, totaling \$919,220.88).

B. Motion to Approve the February 26, 2024, Council Minutes.

C. Motion to Approve the City of Red Wing's Draft 2024 Board, Commission, and Committee Policies

The purpose of this item is for Council members to review drafted updates to the Board, Commission, and Committee Policies and either approve or suggest additional changes. This document sets the protocols and parameters for the City's 13 boards, commissions, and committees. The policies were last updated in 2021.

~~D. Motion to Accept a \$20,000 Grant from the Wings Foundation to Purchase an Additional 125 Boulevard Trees.~~

~~The City of Red Wing continues to plant trees bi-annually and has allocated 2024 funds to purchase 90 trees this spring and another 35 trees in the fall, for a total of 125. By utilizing the grant funds provided by the Wings Foundation, the City will be able to purchase an additional 125 boulevard trees, doubling its tree-planting efforts for the year.~~

This item was pulled by Council President Kim Beise.

E. Motion to Approve 2024 Food Wagon License Renewal for Joshua Smith, Little Piggies EFS.

F. Motion to Approve the Settlement Agreement with Brownseed Genetics for the Well Pump and Motor Replacement at the Red Wing Regional Airport and Pay Brownseed Genetics \$28,400 Using Funds From the General Fund Contingency.

The City Attorney has drafted a settlement agreement based on the direction provided by City Council during their meeting on February 26, 2024. Charlie Brown from Brownseed Genetics has since signed and returned the agreement, along with an invoice for \$28,400. This amount is half of Kimmes Bauer's overall bill for the work performed during the summer of 2023.

G. Motion to Approve Change Order 9 related to the Old West Main Street and Jackson Street Reconstruction Project.

Change Order 9 is for additional traffic control costs associated with the project being

split into a 2-year project when initially bid as a 1-year project. The contractor held all other contract prices as originally bid with the understanding that traffic control would need to be supplemented due to an extended signage rental period. The staff report will provide further information regarding this Change Order.

H. Motion to Adopt Resolution No. 7970 Ordering Preparation of Report on Alley Improvements in Blocks 1 & 2 of Chaz Betcher's Addition.

This alley reconstruction is in the Public Works Department budget to be completed 2024 and will be designed by Engineering Department and constructed by the Public Works Department.

I. Motion to Approve Private Use of Public Property (PUPP) Application for St. Paul's Lutheran Church Elvis in the Park Concert.

The event will be held on Saturday, August 17, 2024, from 2:00 p.m. to 8:00 p.m. in Central Park and the Central Park Bandshell. St. Paul's Lutheran Church will have a brief church service at 2:00 p.m. and there will be a musical concert following the church service in Central Park. The event will be open to the public.

J. Actions to Establish the Advisory Planning Commission as the Board of Appeals and Adjustments.

The proposed Zoning Text Amendment has been initiated by the Red Wing City Council to designate the Red Wing Advisory Planning Commission as the Board of Adjustments and Appeals for the City of Red Wing in regards to Variance and Zoning Appeal requests. Under the City's current ordinances, the City Council acts as the Board of Adjustment and Appeals subject to review by the Planning Commission. The Commission holds all public hearings related to variances and appeals and makes recommendations to the Council (acting as the Board of Adjustment), which then makes final decisions on these matters. The proposal would amend the Red Wing Zoning Ordinance to specifically designate the Planning Commission as the Board of Adjustment and Appeals. If approved, the Planning Commission would have final decision-making authority on Variances and administrative zoning decisions made by City staff. Division 80 and Division 90 of the Red Wing Zoning Ordinance would be amended to facilitate the proposed authority change. The Planning Commission conducted a public hearing for the proposal at its February 20, 2024, meeting and is recommending approval of the amendment.

- 1. Motion to Adopt Ordinance No. 208, Fourth Series, Establishing the Advisory Planning Commission as the Board of Appeals & Adjustments.**
- 2. Motion to Adopt Resolution No. 7971 Approving a Summary Publication of the Ordinance.**

K. Drainage and Utility Easement Vacation Request by Ken and Mary Selvig for Lots 9 and 10, Block 6, CHARLSON CREST 5th ADDITION.

Ken and Mary Selvig are proposing to combine Lot 9 and Lot 10, Block 6, CHARLSON CREST 5th ADDITION into a single parcel in order to construct a new single family home on the property. The vacating of the existing Drainage and Utility Easements

between said Lots 9 and 10 is necessary to receive a Building Permit for the new home. It appears that this vacation of drainage and utility easements is in the public's best interest and there is no reference to this minor correction in the Comprehensive Plan. Staff is recommending approval of both resolutions.

- 1. Motion to Adopt Resolution No. 7972 Dispensing with the Planning Commission's review of the Proposed Drainage and Utility Easement per State Statute 462.356.**
- 2. Motion to Adopt Resolution No. 7973 Vacating Drainage and Utility Easements Between Lot 9 and Lot 10, Block 6, CHARLSON CREST 5th ADDITION.**

L. Motion to Approve an Off-Sale Intoxicating Liquor License for Anthony John Verch, MAVJAM LLC, D/B/A MAVJAM, at 6690 Sturgeon Lake Road, Suite 1A, Welch, MN 55089.

Anthony John Verch, Managing Member of MAVJAM LLC has applied for an Off-Sale Intoxicating Liquor License for MAVJAM LLC, D/B/A MAVJAM, at 6690 Sturgeon Lake Road, Suite 1A. MAVJAM LLC, is leasing space adjacent to The Topsy Turtle Bar & Grill located at 6690 Sturgeon Lake Road. The premise has previously been operated as a liquor store (Purple Pride Liquor) but closed back in January 2021. Detective Thomas Rikli, Red Wing Police Department, completed the background investigation and, based on the information obtained, discovered nothing that would preclude this applicant from obtaining an Off-Sale Intoxicating Liquor License. Staff recommends approval.

A motion was made by Council Member Janie Farrar, seconded by Council Evan Brown, to approve the Consent Agenda, minus Item 10D. Upon call of the roll, Council Members Brown, Beise, Farrar, Kliewer, Lambert, Goggin, and Norton voted aye; no nay. Seven ayes; no nays; motion carried.

D. Motion to Accept a \$20,000 Grant from the Wings Foundation to Purchase an Additional 125 Boulevard Trees.

Council President Kim Beise stated that he pulled this item to recognize the importance of the grant funding toward boulevard trees. He noted that this funding will allow twice as many trees to be planted this year. He referenced the detrimental effects of Emerald Ash Borer and the benefits of boulevard trees to the community.

A motion was made by Council President Kim Beise, seconded by Council Member Vicki Jo Lambert and unanimously carried, to accept a \$20,000 grant from the Wings Foundation to purchase 125 additional boulevard trees.

Agenda Item 11

Motions and General Business

A. Consider Motion to Introduce Ordinance No. 209, Fourth Series, to Address Unauthorized Use of City Sidewalk, Rights of Way, Stairwells, and Parking Ramps.

Council President Kim Beise referenced past discussion of this topic. Council Member Becky Norton asked whether there have been any significant changes to the ordinance language. Police Chief Sather indicated that no changes were made from the initial presentation. He stated that Community Engagement Facilitator Leise has been working on a card or pamphlet to hand out to people listing available resources.

A motion was made by Council Member Becky Norton, seconded by Council Member Ron Goggin, to introduce Ordinance 209 as presented. Council Member Vicki Jo Lambert thanked Chief Sather and others for their work on this issue. A voice vote was conducted, and the motion carried unanimously.

~~B. Consider Motions for the Continuation of the Red Wing Sculpture Walk.~~

- ~~1. Consider Motion to Approve City of Red Wing Agreement with Sculptures Eau Claire, Inc. Regarding Red Wing Sculpture Walk.~~
- ~~2. Consider Motion to Approve City of Red Wing Agreement with Red Wing Arts Regarding Red Wing Sculpture Walk.~~
- ~~3. Consider Motion to Adopt Resolution No. 7968 Accepting the Donation of Pedestals for Sculptures.~~

This item was removed from the Agenda.

C. Consider Motion to Approve Police and Fire Department Reorganization.

Police Chief Sather provided background information, noting that this topic has been discussed for a long time. He reviewed the current Police Department structure and referenced open positions. He detailed the revised job descriptions and discussed how the proposed reorganization would assist with balance and efficiency. He then reviewed a proposal to move emergency management operations to the Fire Department and provided rationale for this change. He discussed financial impacts.

Fire Chief Warner provided additional information relating to emergency management functions and discussed staff impacts. He reviewed a proposed organizational chart for the Fire Department and discussed the roles of the two Assistant Fire Chiefs. Emergency management funding assistance from the State was discussed.

Council Member Vicki Jo Lambert requested clarification of the proposed organizational charts, and additional information was provided in this regard. Staffing impacts were further clarified.

Council Member Janie Farrar asked about Red Wing's unique emergency management responsibilities, and additional information was provided.

Council Member Evan Brown asked how and when the transition would occur, and additional information was provided by Chief Sather and Chief Warner. Budget impacts were discussed.

Council Member Becky Norton commented regarding the need for emergency management planning relating to the river, the nuclear plant, the railroad, and other factors.

Council Member Ron Goggin spoke in support of the reorganization but expressed concerns about adding additional staff. He asked whether City staffing could be adjusted, perhaps by not filling an open position in another department.

Council Member Donald Kliever asked about Goodhue County Emergency Management staff. It was noted that Goodhue County has two full-time emergency management positions and that the City of Red Wing also employs emergency management staff. Emergency management procedures and responsibilities were reviewed.

Council President Kim Beise expressed appreciation for the work that has been put into the reorganization planning.

A motion was made by Council Member Becky Norton, seconded by Council Member Janie Farrar and unanimously carried, to approve the Police and Fire Department reorganization as presented.

Agenda Item 12

Communication Items

A. Council Comments.

Council President Kim Beise commented that the community survey relating to the Council Administrator position is slated to end on March 12. He stated that so far 306 responses have been received. He noted that the survey deadline could be extended, if the Council desires. Website access to the survey was discussed.

Council Member Janie Farrar discussed the recent League of Minnesota Cities Advocacy Day at the Capitol. She stated that she has learned a lot about the process of talking with legislators and advocating for Red Wing. Administrator Business Director Hallock summarized topics of discussion and a meeting that took place with Senator Drazkowski. Council Member Vicki Jo Lambert commented that she appreciated the opportunity to observe the discussion as two Senate bills were being debated. Council President Kim Beise provided additional information.

B. Council Administrator's Status Report.

City Engineer / Director Owens stated that he recently submitted a letter of resignation and has accepted a position with MnDOT in the State Aid Division. He stated that he will miss working in Red Wing but is excited about a new challenge. Council Administrator Kuhlmann reported that steps to fill the position are being worked on and noted that a public reception is planned for Director Owens on April 22.

Fire Chief Warner discussed the City's most recent ISO (Fire Score) rating, noting that this has increased. He stated that homeowners may see a reduction in insurance costs resulting from the new rating.

Administrative Business Director Hallock discussed a proposal to remove utility property, railroad property, and pipeline property from the property tax system. He expressed concerns about the lack of information. He stated that he will continue to monitor the situation and provide updates to the Council about the process and the opportunity to provide comments.

Council Administrator Kuhlmann reported that Senator Klobuchar and Senator Smith have requested a \$500,000 Federal funding allocation toward the Sorin's Bluff reservoir project, noting that State funding may also be available.

Council Administrator Kuhlmann provided an update regarding past Arts and Culture Commission action relating to the 2024 Sculpture Walk. She stated that this topic will be added to the March 25 Council meeting agenda.

Council Administrator Kuhlmann referenced an upcoming public meeting of the Public Utilities Commission and recommended that City representatives attend this meeting.

Agenda Item 13

Adjournment

The meeting adjourned at 6:48 p.m.



Kim Beise, Council President

ATTEST:



Teri L. Swanson, City Clerk