

**MINUTES**  
**COMMITTEE-OF-THE-WHOLE WORK SESSION**  
**June 6, 2022**  
**City Council Chambers**

MEMBERS PRESENT: Mayor King. Council Members Paul Fischer, Rebecca Waller, Michael Postma, Jason Baskin, Joyce Poshusta and Council Member-at-Large Jeff Austin

MEMBERS ABSENT:

STAFF PRESENT: City Administrator Craig Clark, Director of Administrative Services Tom Dankert and Police Chief David McKichan, Public Works Director Steven Lang, Fire Chief Jim McCoy, Planning and Zoning Administrator Holly Wallace and Park and Rec Director Dave Merrill

APPEARING IN PERSON: Craig Popenhagen, Austin Daily Herald,

Mayor King opened the meeting at 6:20 p.m.

**Item No. 1 – 2021 Audit Report Review**

Director of Administrative Services Tom Dankert introduced Craig Popenhagen of CLA. Mr. Popenhagen presented the 2021 audit report stating the City was issued a clean audit opinion from the firm and commended the finance staff on their efforts. He noted there were a couple restatements required from the auditors. He reviewed the audit report with the City Council.

He stated the State Auditor recommends a fund balance of 35% to 50% and the City's ending fund balance was 60%. He noted the property tax is 217th out of 227 cites of comparable size.

Mr. Dankert thanked the staff for all their hard work.

The item will be on the June 20, 2022 Council Agenda.

**Item No. 2 – Stormwater Recommendations – NPDES Permit**

Public Works Director Steven Lang stated the City needs to renew its National Pollution Discharge Elimination System permit and presented the proposed documents for compliance with the permit. Mr. Lang reviewed the documents and recommended Council move forward with adopting them. He stated the City will be adopting a new salt/sand pile storage ordinance which will allow the City to reduce the runoff from private businesses into the waterways.

Mr. Lang also stated the department is looking to update their snow plowing policies to clarify the procedures along with updating the bacteria reduction policy which deals with animal waste.

The item will be placed on a future Council meeting.

### **Item No. 3 – Tobacco Ordinance Revisions**

Police Chief David McKichan stated the City's ordinance needs to be updated with State statutes in regard to the administrative penalty for sales to minors, compliance checks and underage possession/use/purchase (PUP) language. He presented proposed language and requested the Council recommend adoption of the new ordinance language. He stated the possession, use and purchase language would be removed to align with the State statutes.

Council Member Poshusta suggested the language stay in the City ordinance.

Chief McKichan stated the City would need to develop a citation process for it because it wouldn't follow State statutes.

The item will be on the June 20, 2022 Council agenda.

### **Item No. 4 – LMCIT Collaboration Services**

City Administrator Craig Clark requested Council approval to moved forward with a service from the League of Minnesota Cities to clarify roles and responsibilities between the Council and different boards.

Mayor King stated he is open to the meeting with the boards.

Council Member-at-Large Austin asked if there was a cost for the service.

Mr. Clark stated there wasn't a cost.

For Council information only; the meeting will be held at a later date.

### **Item No. 5 - Administrative Report**

None.

### **Item No. 6 – Open Discussion**

None.

Moved by Council Member Baskin, seconded by Council Member Postma, adjourning the meeting at 7:21 p.m.

Respectfully Submitted,

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Ann M. Kasel  
City Clerk