

M I N U T E S
CITY COUNCIL MEETING
December 4, 2023
5:30 PM
Council Chambers

MEMBERS PRESENT: Mayor King. Council Members Paul Fischer, Laura Helle, Jason Baskin, Michael Postma, Geoff Baker and Council Member-at-Large Jeff Austin

MEMBERS ABSENT: Council Member Joyce Poshusta

STAFF PRESENT: City Administrator Craig Clark, Director of Administrative Services Tom Dankert, Police Chief David McKichan, Human Resources Director Trish Wiechmann, Public Works Director Steven Lang, Fire Chief Jim McCoy, Planning and Zoning Administrator Holly Wallace, Assistant City Engineer Mitch Wenum, City Attorney Craig Byram, Library Director Julie Clinefelter, and City Clerk Ann Kasel

APPEARING IN PERSON: Austin Daily Herald

Mayor King called the meeting to order at 5:30 p.m.

Moved by Council Member Baker, seconded by Council Member Fischer, approving the agenda. Carried.

Moved by Council Member Fischer, seconded by Council Member Baskin, approving Council minutes from November 20, 2023. Carried.

CONSENT AGENDA

Moved by Council Member Baker, seconded by Council Member Fischer, approving the consent agenda as follows:

Claims:

- a. Pre-list of bills

Carried.

PETITIONS AND REQUESTS

Director of Administrative Services Tom Dankert requested the Council accept the 2024 Hormel Foundation grant awards. The City was approved for \$590,503 in grants. He thanked the Hormel Foundation for their generosity to the City.

Moved by Council Member Baker, seconded by Council Member-at-Large Austin, adopting a resolution accepting 2024 Hormel Foundation grant awards. Carried 5-0 with Council Member Helle abstaining.

Moved by Council Member Fischer, seconded by Council Member Helle, adopting a resolution establishing license and miscellaneous operational fees for 2024. Carried 6-0.

Police Chief David McKichan requested the Council authorize the purchase of office chairs from the remaining CIP funds originally allocated for computer purchases.

Moved by Council Member Baker, seconded by Council Member Fischer, approving office chair purchases for the Police Department. Carried.

Public Works Director Steven Lang requested the Council approve amendment number 2 for the design services contract on the I-90 bridge replacement project. He stated there were changes by the State that do not impact the City but since the City is a party to the contract, it must approve the changes.

Moved by Council Member Baker, seconded by Council Member-at-Large Austin, adopting a resolution approving amendment number 2 for the design service contract on the I-90 bridge replacement project. Carried 6-0.

City Attorney Craig Byram requested the Council approve a donation of land from Virginia Kehret. The property is in Cresthaven 4th Addition and would be used for a public park or recreational spaces.

Moved by Council Member Baskin, seconded by Council Member Fischer, adopting a resolution accepting a land donation from Virginia Kehret. Carried 6-0.

Public Works Director Steven Lang requested the Council approve a bench rental agreement with United States Bench Corporation for benches placed in the right of way. The contract would be for \$50 a year for 15 benches. This item was originally on the November 20, 2023 meeting and was continued to the December 4, 2023 meeting.

Moved by Council Member Baskin, seconded by Council Member Postma, adopting a resolution approving a bench rental agreement with United States Bench Corporation. Carried 6-0.

Public Works Director Steven Lang requested the Council approve a contract with SEH for design consulting services for the airport fuel system upgrade project. The project would remove the existing fuel tanks and replace them with new above ground tanks, new dispensers and an automated card reader system. The contract with SEH is in the proposed amount of \$82,400 and would include design, bidding, review, project management and coordination.

Moved by Council Member Fischer, seconded by Council Member Helle, adopting a resolution approving a contract with SEH for consulting services on the airport fuel system upgrade project. Carried 6-0.

Assistant City Engineer Mitch Wenum requested the Council approve an amendment to a contract with WHKS for the engineering, planning and design services contract on the Oakland Avenue W and 1st Avenue SW reconstruction project. Mr. Wenum stated Austin Utilities would like to use WHKS for their portion of the project also so the contract needs to be modified to include their work. Austin Utilities would be responsible for all of the additional costs in the amendment.

Moved by Council Member Baker, seconded by Council Member Baskin, adopting a resolution approving an amendment to a contract with WHKS for the Oakland Avenue & 1st Avenue reconstruction projects. Carried 6-0.

Assistant City Engineer Mitch Wenum request the Council call for the feasibility reports for the 2024 construction projects. He noted this is the first step in the assessment process.

Council Member Baker noted there may be some pushback about sidewalks in 2024.

Mr. Wenum stated there will be notices for property owners that will have new sidewalk installation.

Moved by Council Member Baker, seconded by Council Member Postma, adopting a resolution requesting feasibility reports for 2024 street reconstruction projects. Carried 6-0.

Assistant City Engineer Mitch Wenum requested the Council support an additional grant application for the Oakland Avenue project.

Moved by Council Member Baker, seconded by Council Member Fischer, in support of the local road improvement program grant application. Carried 6-0.

Moved by Council Member Fischer, seconded by Council Member Baskin, granting the Planning and Zoning Department the power to contract for the removal of junk and/or illegally stored vehicles at 809 13th Avenue SW, Lopez-Machuca & Acosta Property. Carried.

HONORARY COUNCIL MEMBER COMMENTS

Honorary Council Member An Le thanked the Council for the opportunity to be the honorary council member.

REPORTS

City Administrator Craig Clark stated the Senate capital investment committee came to Austin on November 29th.

Public Works Director Steven Lang noted the Oakland Avenue project is being planned years in advance. He stated a public informational meeting will be held Wednesday, December 13th at the Library for the project. The project options will be presented from feedback from online survey

and first public informational meeting. The item will come back for Council consideration on January 2nd.

Director of Administrative Services Tom Dankert stated the truth in taxation hearing will be held Wednesday, December 6th at 6 p.m.

Council Member Helle stated the new Parks and Recreation Director Jason Schon will start December 28th. She also stated she visited the Fire Department the previous week.

Council Member Postma thanked the Street and Parks Departments for their work on the seasonal decorations.

Council Member-at-Large Austin thanked the Hormel Foundation for their grants.

Council Member Baskin agreed that the downtown decorations look great. He thanked the Police Department for the recent ride along.

Mayor King stated there will be a holiday mixer for City staff on December 14th from 2:00 – 5:00.

Moved by Council Member Baker, seconded by Council Member-at-Large Austin, adjourning the meeting to December 18, 2023. Carried.

Adjourned: 5:53 p.m.

Approved: December 18, 2023

Mayor: _____

City Recorder: _____