

City Council Minutes March 21, 2022

Pursuant to due call and notice thereof, the City Council of the City of Buffalo, Minnesota, held a regular meeting in the City Center on the 21st day of March 2022 at 7:00 p.m. Present were Council Members: Nick O'Rourke, Scott Enter, Teri Lachermeier, Steve Downer, and Jameson Wakefield. Staff: Administrator Lauren Bodin, Assistant Administrator Taylor Gronau, Chief of Police Pat Budke, Fire Chief John Harnois, City Clerk Susan Johnson, Community Planning and Economic Development Director David Kelly, Finance Director Kelly Horn, Utilities and IT Director Jason Meusburger, Airport Manager/Services & Marketing Coordinator Chris Fredrick, Student Liaison/Videographer Matthew Scherber.

CALL TO ORDER

Mayor Lachermeier called the meeting to order at 7:00 p.m.

ANNOUNCEMENTS

Mayor Lachermeier announced that before this meeting the Council had a workshop about heritage preservation in Buffalo.

OPEN FORUM

Jeremiah Patrick of 706 Natalie Drive would like to bring up the issue of allowing chickens again. He said the economic forecast will get worse and worse. He asked the Council to relook at the issue. Now is the time to get chickens and circumstances have changed since the last time the Council was approached regarding this. Council Member Downer said he needs to talk with the Water Superintendent. He knows people with chickens but has some water quality concerns. He suggests planting a large garden.

AGENDA ADDITION FOR CONSENT AGENDA

6D. Mobile Food Units (MFU) Annual Fee Reduction

COUNCIL REPORTS AND RECOGNITION

Student Liaison Scherber said that winter sports are done, and spring sports are starting. The Knowledge Bowl has two teams going to state. Spring break will begin on April 1.

CONSENT AGENDA

- A. Approval of March 7 Minutes
- B. Approval of Claims and Payrolls
- C. Position Creation & Hiring of Fiber and Operational Technology Technician
- D. Mobile Food Units (MFU) Annual Fee Reduction

March 21, 2022

Buffalo City Council Minutes

Council Meeting ~ 03/21/2022

Payroll Dates

02/20/2022-
03/05/2022

Paid Date

3/10/2022

Payroll =

\$300,359.53

Payroll Withholding ~ Incl in Payroll

<u>A/P Check Runs</u>	<u>EFT/DRAFTS</u>	<u>Checks</u>	<u>Total</u>	<u>Check Numbers</u>
3/10/2022	\$ 133,557.75	\$ 16,485.66	\$ 150,043.41	126567-126582
3/16/2022	\$ 1,085,250.64	\$ 460,737.09	\$ 1,545,987.73	126596-126700
		Grand Total	1,696,031.14	

Upon motion by Council Member Downer, motion seconded by Council Member O'Rourke to approve of the consent agenda.

VOTE	Wakefield	Downer	Enter	Lachermeier	O'Rourke
Aye	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Nay	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Abstain	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Absent	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion passed 4-0.

REMOVED CONSENT AGENDA ITEMS-None

PUBLIC HEARINGS

A. Call for Hearing on Past Due Accounts

Finance Director Horn reviewed the accounts and authorization to certify. These parcels are overdue, and accounts holders have not responded on any outreach made by staff. She stated that there are many resources available to help with these bills and encouraged residents to please connect with staff on resources.

Mayor Lachermeier opened the public hearing. No one spoke on the issue. Mayor closed the public hearing.

Public Hearing Past Due Accounts March 21, 2022

PROPERTY ID	ADDRESS	AMOUNT*	DESCRIPTION
103-056-007011	308 2ND St NE #B	\$76.08	Utilities
103-500-293300	600 1ST ST S	\$371.76	Utilities
103-500-293300	600 1ST ST S	\$398.44	Utilities
103-500-202402	1414 PULASKI RD	\$379.36	Utilities

103-163-002010 1800 11TH ST NE \$196.98 Utilities
 *Amount plus interest at 6%. A \$40 filing fee has been included in the above amounts in the event they are not paid in full by November 30, 2022.

Council Member Downer echoed staff comments with Salvation Army Heat Share, and other resources. He said there is plenty of money to help pay these bills, but residents need to take the action to call.

Upon motion by Council Member Downer, motion seconded by Council Member Wakefield to certify the above accounts to the tax rolls.

VOTE	Wakefield	Downer	Enter	Lachermeier	O'Rourke
Aye	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Nay	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Abstain	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Absent	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion passed 4-0.

OLD BUSINESS

A. Approval of Proposal for Airport Planning Services

Assistant Administrator Gronau reviewed the direction of Council to authorize staff to request qualifications and proposals for planning services to develop an Airport Master Plan and Airport Layout Plan.

Proposals were submitted by Bolton & Menk, TKDA and SEH. The taskforce scored and reviewed the proposals and is recommending the proposal from Bolton & Menk to move forward.

Cost or fee schedules were not included in the proposals and will need to be negotiated. The project was included in the 2023 Capital Improvement Plan and will be funded in large part (90-95%) by the FAA with a 5-10% local match.

Upon motion by Council Member Wakefield, motion seconded by Council Member Downer to approve the proposal from Bolton & Menk and authorize staff to negotiate and draft a contract for Council approval.

VOTE	Wakefield	Downer	Enter	Lachermeier	O'Rourke
Aye	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Nay	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Abstain	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Absent	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion passed 4-0.

NEW BUSINESS

A. Planning Commission Matters

Rebecca Sanda, Zoning Amendment for 501 1st Street NE

Council Member Wakefield reviewed the request and Commission discussion for a zoning amendment at 501 1st Street NE. The Commission had concerns about "spot" zoning, and parking limitations.

Upon motion by Council Member Wakefield, motion seconded by Council Member Downer to deny the request for zoning amendment per the Planning Commission recommendations and NAC Report File 137.03 - 22.03, dated March 8, 2022.

VOTE	Wakefield	Downer	Enter	Lachermeier	O'Rourke
Aye	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Nay	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Abstain	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Absent	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion passed 3-1.

Concept Review-Tamarack Land Development

Council Member Wakefield said the Planning Commission also heard a concept plan for single family and apartment building located east of Settler's Point Second Addition. The Planning Commission gave feedback on density and greenspace. No action is needed by the Council.

B. Appointment of Human Resources Manager Carmen Merrill

Administrator Bodin reviewed the open position for a Human Resources Manager. Human Resources Specialist Carmen Merrill has stepped up in the interim position. It is recommended that Carmen Merrill be appointed to the position as Human Resources Manager.

Upon motion by Council Member Wakefield, seconded by Council Member O'Rourke to appoint Carmen Merrill to the position of Human Resources Manager.

VOTE	Wakefield	Downer	Enter	Lachermeier	O'Rourke
Aye	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Nay	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Abstain	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Absent	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion passed 4-0.

C. Acceptance of Donations with Gratitude, Resolution 2022-10

Mayor Lachermeier read the donations received in the first quarter of 2022.

Upon motion by Council Member O'Rourke, seconded by Council Member Downer, to approve of Resolution 2022-10 Acceptance of Donations With Gratitude.

VOTE	Wakefield	Downer	Enter	Lachermeier	O'Rourke
Aye	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input checked="" type="checkbox"/>
Nay	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Abstain	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Absent	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Motion passed 4-0.

STAFF UPDATES

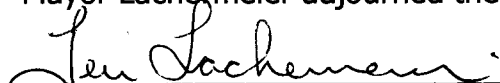
Police Chief Budke recognized the following members of the Buffalo Police Department Angie Henson, Derek Jacobson, Jim Gregg, Barrett Chrissis, Josh Erickson, Mark Brown, and Andrew Johnson as being awarded the Medal of Valor for the incident at Allina Clinic on February 9, 2021.

Consulting Engineer Justin Kannas reminded the public that the HWY 25 project is a 2023 construction project.


Community Planning and Economic Development Director Kelly said that the next meeting for the Buffalo Community Plan (2040 Comprehensive Plan) is on March 30.

ADJOURN

Mayor Lachermeier adjourned the meeting at 7:44 p.m.



 Mayor



 City Clerk