

**ELYSIAN CITY COUNCIL
REGULAR MEETING
JULY 9, 2018**

The Elysian City Council met in regular session on Monday, July 9, 2018, at City Hall at 6:00 pm.

Roll Call: Mayor Clinton Stoen; Councilmembers Robert Houlihan, Tom McBroom, Mary Opsahl, and Dennis Schnoor; City Administrator Lorri Kopischke. Absent: Public Works Director Ron Greenwald; City Attorney Jason Moran; City Utility Clerk Nicole Lamont.

On motion by Schnoor, seconded by Houlihan, all voting in favor, to approve the minutes of the June 11, 2018 Regular Meeting as presented.

On motion by Stoen, seconded by McBroom, all voting in favor, to approve the agenda of the July 9, 2018 Regular Meeting with the following addition:

1. East End of Main Street

Public Comment: None.

Kris Miller, Elysian Area Chamber of Commerce, stated the Chamber would like to start a “Pop Up Market”. The event would be held in conjunction with the Wednesday Night Roll-Ins on July 11, August 15, and September 12 from 5 to 8 pm. Vendors would set up on the sidewalks on Main Street. Each month will have different vendors and crafters. This event will hopefully attract more people to the City.

Councilmembers expressed their approval and appreciation, stating this was a great idea.

Le Sueur County Deputy Joe Kern stated all had gone well with the Fourth of July celebration and the Triathlon.

Councilmember McBroom stated that he has noticed that when there are events in the city the parking can get “bizarre”. He has talked with the administration in the City of Morristown, and they stripe their own streets. They stated it has provided more room and more orderly parking. McBroom suggested this would be beneficial for Elysian’s Main Street.

City Engineer Cavett had provided a sketch of the typical size of parking spaces and two examples of the markings – a simple “T” mark or a solid line to the curb. The striping could be done by the Public Works employees. Another option would be to obtain a quote for striping Main Street, the Lake Francis Park parking lot and the crosswalks in the 2018 SUIP all at the same time.

The City of Waterville has recently striped their parking spaces in downtown and the administration is happy with the results. They have gained parking and it has created more organized parking.

On motion by Opsahl, seconded by McBroom, all voting in favor, for Public Works employees to stripe the parking spaces with a solid line - on the south side of Main Street from Third Street NW to Third Street NE and on the north side of Main Street from Third Street NW to the Fire Hall.

Chris Cavett, SEH Engineering, stated that the original 2018 SUIP bid included some simple sidewalk replacement. Upon inspecting the sidewalks after the snow melt, and after Park Board review, there is a recommendation to expand the sidewalk replacement as well as constructing new sidewalk along Third Street NW, from Park Avenue to Frank Avenue to the City Park.

The Park Board is recommending to:

1. Replace all existing sidewalk in Third Street NW between Main Street and Park Avenue.

2. Replace all existing sidewalk on Park Avenue NW between Third Street and Second Street.
3. Construct new sidewalk on Third Street NW from Park Avenue to Frank Avenue and across Frank Avenue into the parking lot at the park.

Cavett explained that the new sidewalk on Third Street NW to the parking lot at the park is feasible. The home at 208 Park Avenue NW is very close to the public right-of-way and a fence at that location is encroaching into the right-of-way. However, the sidewalk will fit. The sidewalk will fit past the mobile home at 202 Third Street NW, which encroaches into the right-of-way. However, two trees will need to be removed at that location. Nothing has been shared yet with the residents.

As bid, the project included new sidewalk along Third Street SW next to the tourism building and along Second Street SE near Elysian Bank. It also included some selected sidewalk replacement. The total city sidewalk work as bid was \$31,500. If the entire sidewalk network is reconstructed as proposed tonight, it will add approximately \$25,000 to the project (\$20,000 for sidewalk and \$5,000 for incidentals such as grading, turf establishment and tree removal).

Councilmembers Schnoor and Houlihan who are members of the Park Board explained that the Park Board would like to see a sidewalk to the Lake Francis Park from the trail. The Park Board was not as clear about the sidewalk on Park Avenue between Second and Third Street NW but did acknowledge that the sidewalk is used by the church there and once you remove a sidewalk there is a chance you will never get it back.

On motion by Stoen, seconded by McBroom, all voting in favor, to proceed with the sidewalk located in the 2018 Street and Utility Project as per the Park Board recommendations which will include:

1. Replace all existing sidewalk in Third Street NW between Main Street and Park Avenue.
2. Replace all existing sidewalk on Park Avenue NW between Third Street and Second Street.
3. Construct new sidewalk on Third Street NW from Park Avenue to Frank Avenue and across Frank Avenue into the parking lot at the park.

Councilmember Schnoor stated the vegetation at the east end of Main Street as you come off State Highway 60 is very overgrown. There are vines covering up the speed sign on Main Street and the trees are hanging so low over Main Street that the branches are catching on big trucks when they travel the roadway.

Kopischke stated staff is aware of this issue. There has been one other complaint in regard to the stop sign. The Public Works Department does have this on their list and it will be trimmed up prior to the August Council Meeting.

The Council then discussed the posting of no parking on G Avenue SE. There have been several complaints of safety issue with cars, trailers and trucks parked on the corner of G Avenue SE just east of First Avenue South. G Avenue SE is narrow and when vehicles are parking at the intersection the oncoming vehicles are not able to see vehicles coming the other direction and vice versa. When turning onto G Avenue from First Street, the turning vehicle is forced to travel in the oncoming lane of traffic.

On motion by Schnoor, seconded by Houlihan, all voting in favor, to place signage for no parking on both sides of G Avenue SE for 100 feet to the east of First Street S.

Councilmember Schnoor introduced the resolution and was seconded by Councilmember Houlihan.

RESOLUTION NO. 624/18

RESOLUTION ESTABLISHING DATES FOR FILING AFFIDAVITS OF CANDIDACY

BE IT RESOLVED, by the Elysian City Council, State of Minnesota, as follows:

1. The period for filing affidavits of candidacy of the office of Mayor and Council shall begin on July 31, 2018 and shall close on August 14, 2018. An affidavit of candidacy must be filed in the Office of the City Administrator and the \$2.00 filing fee paid prior to 5:00 p.m. on August 14, 2018.
2. The City Administrator is hereby authorized and directed to cause notice of said filing dates to be published in the official newspaper of the city, at least two (2) weeks prior to the first day to file Affidavits of Candidacy.
3. The Administrator is hereby authorized and directed to cause notice of said filing dates to be posted at the administrative office of the City of Elysian at least ten (10) days prior to the first day to file Affidavits of Candidacy.
4. The notice of said filing dates shall be in substantially the following form:

PUBLIC NOTICE

PUBLIC NOTICE OF FILINGS AFFIDAVITS OF CANDIDACY FOR THE
CITY OF ELYSIAN, LE SUEUR AND WASECA COUNTIES, STATE OF MINNESOTA

NOTICE IS HEREBY GIVEN THAT the City Election will be held in the City of Elysian, Counties of Le Sueur and Waseca, State of Minnesota, on Tuesday, November 6, 2018, to fill the following Offices:

- Mayor – Two (2) year term
- Councilmember – Four (4) year term
- Councilmember – Four (4) year term

Affidavits of candidacy for the above offices may be filed at the Office of the Administrator at City Hall, located at 110 West Main Street between the hours of 8:00 am and 4:30 pm Monday through Friday starting on Tuesday, July 31, 2018 through Tuesday, August 14, 2018 ending on August 14, 2018 at 5:00 pm.

Filing will close at 5:00 p.m. on August 14, 2018. Filing fee: \$2.00

Adopted by the City Council of the City of Elysian this 9th day of July, 2018.

Councilmembers voting in the affirmative: Houlihan, McBroom, Opsahl, Schnoor, Stoen.

Councilmembers voting in the negative: None.

Approved:

Attested:

Clinton Stoen, Mayor

Lorri Kopischke, City Clerk/Administrator

Councilmember Schnoor introduced the resolution and was seconded by Councilmember McBroom.

CITY OF ELYSIAN
ELYSIAN, MINNESOTA
RESOLUTION NO. 625/18

RESOLUTION APPROVING 2018 ELECTION JUDGES
FOR BOTH THE STATE PRIMARY AND GENERAL ELECTIONS

BE IT RESOLVED, by the Council of the City of Elysian, County of Le Sueur and County of Waseca, State of Minnesota, that the following persons are appointed as 2018 Election Judges for the August 14th State Primary and the November 6th General Election contingent upon receiving necessary training hours as required by the MN Secretary of State. Their hourly rate of pay will be \$10.00, and they will receive mileage reimbursement for training if applicable. The City will provide election judges with snacks along with one meal per shift.

Judges for Elections are: Janice Evans, Charlene Howe, Julaine Jacobson, Lorri Kopischke, Patricia Nusbaum, Sarah Reindl, Marilyn Sandquist, Marie Tuve, and Brian Van Asperen.

BE IT FURTHER RESOLVED, head election judge duties will be performed by Patricia Nusbaum and Lorri Kopischke, Elysian City Clerk/Administrator. Head Election Judge(s) shall have authority to designate additional election judges should an emergency arise.

Upon vote being taken:

Councilmembers voting in the affirmative: Houlihan, McBroom, Opsahl, Schnoor, Stoen.

Councilmembers voting in the negative: None.

Adopted by the City Council of the City of Elysian this 9th day of July, 2018.

Approved:

Clinton Stoen, Mayor

Attested:

Lorri Kopischke, City Administrator

Councilmember Houlihan introduced the resolution and was seconded by Councilmember McBroom.

CITY OF ELYSIAN
ELYSIAN, MINNESOTA
RESOLUTION NO. 626/18

RESOLUTION ACKNOWLEDGING A DONATION FROM
ELYSIAN AMERICAN LEGION POST #311

WHEREAS, the City of Elysian has received a donation in the amount of \$2,000.00 from the Elysian American Legion Post #311, for tax relief to the Elysian Area Chamber of Commerce for the purpose of funding a portion of the July 4th Celebration.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ELYSIAN, MINNESOTA THAT: the City Council of the City of Elysian acknowledges and accepts the donation from the Elysian American Legion Post #311 in the amount of \$2,000.00 – July 4th Celebration Parade.

Upon vote being taken:

Council Members voting in the affirmative: Houlihan, McBroom, Opsahl, Schnoor, Stoen.

Council Members voting in the negative: None.

Adopted by the City Council of the City of Elysian this 9th day of July, 2018.

Approved:

Clinton Stoen, Mayor

Attested:

Lorri Kopischke, City Administrator

Councilmember Houlihan introduced the resolution and was seconded by Councilmember McBroom.

CITY OF ELYSIAN
ELYSIAN, MINNESOTA
RESOLUTION NO. 627/18

RESOLUTION ACKNOWLEDGING A DONATION FROM
ELYSIAN AMERICAN LEGION POST #311

WHEREAS, the City of Elysian has received a donation in the amount of \$600.00 from the Elysian American Legion Post #311, for tax relief to the Elysian Area Chamber of Commerce for the purpose of funding a portion of the July 4th Celebration.

NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF ELYSIAN, MINNESOTA THAT: the City Council of the City of Elysian acknowledges and accepts the donation from the Elysian American Legion Post #311 in the amount of \$600.00 for Kid's Bingo.

Upon vote being taken:

Council Members voting in the affirmative: Houlihan, McBroom, Opsahl, Schnoor, Stoen.

Council Members voting in the negative: None.

Adopted by the City Council of the City of Elysian this 9th day of July, 2018.

Approved:

Clinton Stoen, Mayor

Attested:

Lorri Kopischke, City Administrator

On motion by Stoen, seconded by Schnoor, all voting in favor, to approve the 2018 Municipal Maintenance Agreement with Le Sueur County in the amount of \$6,798.45 per mile per year for total mileage of 1.35 miles resulting in a total payment of \$9,177.91.

The Council received the results of the Surplus Auction that was held at 301 Sixth Street NW on June 24, 2018. Dailey Auction Service reported gross sales of \$7,910 with a net to the City of \$3,709.25.

On motion by Stoen, seconded by McBroom, all voting in favor, to schedule a Budget Workshop Meeting for Wednesday, August 8, 2018 at 6:00 pm.

National Night Out Event will be held at Lake Francis Park on Tuesday, August 7, 2018 from 5:30 to 7:30 pm.

The Council thanked the Chamber of Commerce, City Employees, and all the volunteers for an outstanding Fourth of July Celebration and Triathlon.

On motion by McBroom, seconded by Houlihan, all voting in favor, bills, payroll, and transfers were approved in the amount of \$274,339.48.

Public Comment:

Gordon Kritzer, 310 East Main Street, stated that prior to his heart condition, he had kept the brush cut on Main Street East by his property. He is no longer able to do this physical activity. He will cut the vines away from the speed sign in the morning so that is clear. He suggested the City go in there in the winter and cut down the trees and push it all back. The trees down there hang over the center line. He has seen the trucks come through there and some of the branches get caught on their truck and fall off near his driveway. He went out there and cut them up and put them in his backyard.

Kritzer also suggested that when the parking lots are striped, the handicap accessible spot in front of the Post Office be striped with yellow paint and a box with cross lines be painted into the street. People park in front of that access without regard to the disabled.

Mark Sybilrud, 514 Lake Avenue NW, questioned why the construction on the State Trail won't be done until August. He suggested that for the 2019 construction on the rest of the trail to the east, that they not start until the Tuesday after Labor Day to avoid the busy season for the trail use.

On motion by Stoen, seconded by McBroom, all voting in favor, to adjourn the meeting at 6:46 pm.

Approved:

Clinton Stoen, Mayor

Attested:

Lorri Kopischke, City Administrator