

**City Council Meeting  
March 2, 2020  
6:30 PM – City Hall**

Mayor Mark Peterson called the meeting to order at 6:30 p.m. and the Pledge of Allegiance was recited.

**Present:** Mayor Mark Peterson, Council Members Allyn Thurley, Eileen Moeller, Michelle Alexander, Pamela Eyden, George Borzyskowski and Paul Schollmeier.

**Mayor's Comments:**

Mayor Mark Peterson announced that the alternate side parking enforcement would end March 15, and he reminded the public to set their clocks ahead on Saturday night.

**City Manager's Comments:**

City Manager Stephen T. Sarvi asked the City Clerk to give an update on the bidding process for the operations of the Winona Transit System. City Clerk Monica Hennessy Mohan stated that two bids were received last Wednesday, and the RFP evaluation review committee will be meeting later this week to review and make a recommendation to the City Council at the next Council meeting.

Mr. Sarvi announced that the Winona Arts group would be holding a concert on Saturday, April 11 at the Masonic Theater.

**3.1 Request for Temporary On-Sale Wine and Malt Liquor License for St. Mary's University Homecoming**

The City Clerk received an application from St. Mary's University for a Temporary On-Sale Wine and Malt Liquor License for their Homecoming event on the campus located at 700 Terrace Heights on June 27, 2020. The times for the liquor license would be from 12:00 p.m. until 3:00 p.m.

Schollmeier moved to approve the temporary liquor license. Alexander seconded the motion, and it carried with all voting aye.

**3.2 Request from Winona County Complete Count**

Brian Voerding of Engage Winona, and Complete Count Winona County, made a brief presentation regarding their outreach efforts for the 2020 Census. The following resolution was then presented for the Council's consideration.

**Resolution 2020 – 13**

**WHEREAS**, the U.S. Census Bureau is required to count the country's population every 10 years in order to understand the trends and needs of our increasingly diverse populations and demographics;

**WHEREAS**, the City of Winona is committed to ensuring every resident is counted in the 2020 Census;

**WHEREAS**, the City of Winona has helped establish the Complete Count Winona County committee, which includes representation or support from more than 75 organizations across the city, including businesses, faith-based institutions, nonprofits, K-12 and higher education, and more;

**WHEREAS**, federal and state funding allocated to communities for critical projects and needs, from infrastructure to social programs, depend heavily on census data and an accurate count of all residents;

**WHEREAS**, Census data is necessary for the accurate and fair redistricting of local, state and federal legislative seats, and Minnesota is in danger of losing a U.S. House seat and the representation in Congress it provides;

**WHEREAS**, information from the 2020 Census and American Community Survey are vital tools for increasing economic development and employment;

**NOW, THEREFORE, BE IT RESOLVED** that the City of Winona is committed to supporting the Winona County Complete Count committee and the U.S. Census Bureau, and the ongoing efforts to provide community-wide communication, outreach and resources to ensure all residents are informed about and encouraged to complete the Census.

Thereupon Alexander moved to waive the reading of the resolution and to adopt same. The motion was seconded by Schollmeier, and carried with all voting aye. Thereupon the Mayor declared the resolution duly adopted.

### **3.3 Sign for Relay for Life**

The City Clerk received an application from The American Cancer Society – Relay for Life of Winona County for a sign to be posted at Lake Park from March 9 – 16.

Alexander moved to approve the request. Moeller seconded the motion, and it carried with all voting aye.

### **3.4 Request for St. Martin's Strawberry Festival in Sinclair Park**

The City Clerk submitted a request from St. Martin's Lutheran School to hold their annual Strawberry Festival at Sinclair Park on Sunday, June 14, 2020. They also requested use of the electricity at the park and use of extra picnic tables from the Jaycee Pavilion.

Alexander moved to approve the request. Moeller seconded the motion, and it carried with all voting aye.

### **3.5 Reappointments to the Board of Adjustment**

In a letter to council, Mayor Peterson indicated that he was reappointing Jon Krofchalk and Christopher Sanchez to the Board of Adjustment. The term for these appointments would be effective April 3, 2020 through April 3, 2023.

Thereupon Alexander moved to confirm the appointments. Eyden seconded the motion, and it carried with all voting aye.

### **3.6 Request to Close Main Street Parking Lot for Wedding**

The Parks & Recreation Department received a request from a renter requesting use of the Main Street, north of 2<sup>nd</sup> Street, and that it be closed to vehicular traffic and designate no parking from 12:30 p.m. to 10:00 p.m. on Saturday, May 30, 2020 to allow guest wedding reception parking. It was also noted that the Winona Farmer's Market has secured this space up until the 12:30 p.m. requested start time.

Alexander moved to approve the request. Moeller seconded the motion, and it carried with all voting aye.

### **3.7 Request by Minnesota BASS Nation to hold a Bass Tournament at Lions Park**

The Parks & Recreation Department received a request from the Minnesota B.A.S.S. Nation to hold a Bass Tournament on Sunday, May 17, 2020 in Pool 6 on the Mississippi, and to use the St. Charles Street Boat Landing in Lions Park for weigh-in scales, live tanks with aeration, and tournament trailer.

This is a live release tournament: boaters and their co-anglers will trailer their boat, weigh in, and then return their catch to the river.

This event has a takeoff time of 7:00 a.m., weigh in time of 3:00 p.m., and finish time of 6:00 p.m.; is permitted with the DNR and the Winona County Sheriff Department; anticipates a 30+ boat field with a permitted cap of 50; anticipates 10-20 hotel rooms for the event with additional people in Winona to pre-fish three to four days in advance.

This event will not be held on the refuge but will adhere to refuge regulations. According to U.S. Fish and Wildlife, there will not be any closed areas on Pool 6 during the time of the event.

Alexander moved to approve the request. Moeller seconded the motion, and it carried with all voting aye.

### **3.8 Farmers Market License Agreement**

The Farmers Market is requesting the use of Main Street, north of 2<sup>nd</sup> Street, and a portion of Levee Park for the market in 2020. The license agreement would allow the Market to use the areas described above for the duration of their season, with the exception of June 20 and September 5. Levee Park is reserved for other events on those days.

Borzyskowski moved to approve the agreement and to authorize the Mayor and City Clerk to execute the same. Eyden seconded the motion, and it carried with all voting aye.

### **3.9 Climbing Boulder Donation**

The Winona Parks and Recreation Department has been working with the Recreation Alliance of Winona on the creation of an area for a climbing boulder. The climbing boulder will be an asset to our park system not only for residents of Winona but also for those individuals visiting Winona. The Parks and Recreation Department feels this will also be an asset to the Park System since we do not have this type of park equipment within in the system. Further, the climbing boulder will enhance the many outdoor recreation opportunities that already exist within our community.

The Recreation Alliance of Winona will purchase the Climbing Boulder from Eldorado Climbing. Staff submitted images of the climbing boulder intended to be purchased.

The City does have funds within the 2020 budget for the placement of the Climbing Boulder within the Park System. A location has not been finalized; however, we are currently working on the feasibility of Levee Park.

The following resolution was then presented for the Council's consideration.

#### **Resolution 2020 – 14**

**WHEREAS**, the City of Winona Parks and Recreation Department works with the Recreation Alliance of Winona to expand recreational opportunities for our community; and

**WHEREAS**, the Recreation Alliance of Winona was able to secure a local donation for the purchase of a climbing boulder for the City's park system; and

**WHEREAS**, the City of Winona Parks and Recreation Department is interested in adding the climbing boulder to our Park System.

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Winona, Minnesota, that the City hereby accepts the donation of a climbing boulder, and the City Council hereby expresses the community's appreciation to all donors who made this donation possible.

Thereupon Schollmeier moved to waive the reading of the resolution and to adopt same. The motion was seconded by Eyden.

Thurley asked what the City's liability exposure would be. Assistant City Manager for Park Rec Chad Ubl replied that this equipment is categorized as playground equipment, and the Park Rec Department will follow the national safety standards. He also noted that the State provides recreational immunity for cities.

Borzyskowski asked what was the approximate value of this donation. Mr. Ubl replied that the Recreation Alliance had received a donation of \$65,000 to make this purchase.

Eyden asked where it would be placed. Mr. Ubl replied that Levee Park is an option, and it will be considered during the Levee Park Redesign. He noted that the final decision would be made by the Council.

Moeller thanked the Recreational Alliance for this donation.

The motion carried with all voting aye. Thereupon the Mayor declared the resolution duly adopted.

### **3.10 Renew Liquor Permit for Winona Tour Boat**

The City Clerk received an application from Aaron Repinski, doing business as the Winona Tour Boat, for a Consumption and Display Permit for the tour boat operating from the Winona Levee. The effective dates of the license would be April 1, 2019 through March 31, 2020.

Alexander moved to approve the liquor permit. Schollmeier seconded the motion, and it carried with all voting aye.

### **5.1 Heritage Preservation Commission Grant Applications**

City Planner Luke Sims reported that in accordance with the duties of the Heritage Preservation Commission to evaluate and nominate the historic resources of the City of Winona, the Winona HPC is proposing to pursue grants for the Windom Park Historic District and the Winona Lake Park Band Shell for upcoming grant cycles. Both projects were identified in the 2019 Winona HPC priority list and presented to the City Council in June 2019 and funds were budgeted for the projects for the 2020 year. Both projects include properties owned by the City of Winona.

The Winona HPC proposes utilizing a Certified Local Government (CLG) Grant through the State Historic Preservation Office (SHPO) for the nomination of the locally-designated Windom Park Historic District to the National Register of Historic Places. The district was locally designated in 2016 with the intent of nominating to the National Register in subsequent years. There are 29 properties in the local district, including 23 contributing properties. The nomination would include an evaluation of the existing boundaries and the required work to create the necessary documentation for a successful nomination to the register. The properties in the district were determined as eligible in the 2010-2011 Winona Bridge Study. Designation on the National Register of Historic Places is an honor and also enables potential grant or tax credit funding avenues for properties in the district. Total expected project costs are \$15,000 of which the City will be required to match 40% (\$6,000). Applications are due March 6, 2020.

The Winona HPC also proposes utilizing a Minnesota Historical and Cultural Heritage Grant through the Minnesota Historical Society for an evaluation study of the Winona Lake Park Band Shell, which is nearing its 100<sup>th</sup> anniversary in 2023. The evaluation study will be used to determine whether the property is eligible for the National Register of Historic Places. Total expected project costs are \$7,000, of which the City may provide a match up to \$2,000. Applications are due April 10, 2020.

Alexander moved to approve the grant application. Eyden seconded the motion, and it carried with all voting aye.

### **5.2 FAA Entitlement Funds Transfer**

Public Works Director Keith Nelson reported that each year, the City of Winona (and other airports nationwide) receives an allocation of \$150,000 of Airport Improvement Program (AIP) Entitlement Funds from the Federal Aviation Administration (FAA). These funds provide grant support for the federally-eligible portion of airport planning and development projects.

FAA Entitlement Funds are subject to expiration. Because the use of the funds is often a matter of project timing, airport sponsors are allowed to transfer unused entitlement funds between airports. Transfers of this nature enable airports to complete projects for which an airport does not have sufficient balance of FAA Entitlement Funds.

In 2019, the City of Alexandria transferred \$150,000 of unused FAA Entitlement Funds to the City of Winona Entitlement Funds account in support of the federally –funded construction of the SRE Building. The agreement was to transfer future entitlement funds back to the City of Alexandria to support future grants at the Alexandria Municipal Airport.

Provided herein is a request for City Council approval of the transfer of Federal Entitlement Funds from the City of Winona to the City of Alexandria for their use in federally-funded airport projects. TKDA has prepared FAA Forms 5100-110 and the related agreement for the transfer of unused FAA Entitlement Funds back to the City of Alexandria, in the amount originally received of \$150,000. The funds will be transferred from allocations in Federal Fiscal Years 2020 and 2021.

The execution of the transfer has no impact on the federal and state grants approved for the construction of the SRE building. The transfer has no impact on the amount of local funding that the City has authorized for current airport projects.

Alexander moved to authorize the Director of Public Works and the City Attorney to execute FAA Forms 5100-110 and the related agreement between the City of Winona and the City of Alexandria for the transfer of \$150,000 of FAA entitlement Funds back to the City of Alexandria. Thurley seconded the motion, and it carried with all voting aye.

### **5.3 Call for Public Hearing – Host Approval for the Issuance of Revenue Bonds for Gundersen Health**

Community Services Director Lucy McMartin requested to set a public hearing to consider the Wisconsin Health and Education Facilities Authority to issue bonds for the Gundersen Clinic project located at 1122 West Hwy 61 in Winona, Minnesota. The public hearing is an accommodation by the City to satisfy the requirements of Section 147(f) of the Internal Revenue Code of 1986, as amended, for the issuance of the Bonds by WHEFA. This is typically referred to as a host resolution since the facility is located in the City of Winona but the City is not the conduit debt issuer.

The following resolution was then presented for the Council's consideration.

#### **Resolution 2020 – 15**

**WHEREAS**, the City of Winona, Minnesota ("Winona") has received from Gundersen Lutheran Administrative Services, Inc. (the "Borrower"), a proposal that Winona undertake a program to assist in financing, among other things, a Project described in Exhibit A, a portion of which is located in Winona, through the issuance of revenue bonds or obligations, in one or more series ("Bonds"), by the Wisconsin Health and Educational Facilities Authority (the "Issuer"); and

**WHEREAS**, Winona has been advised that a public hearing and City Council approval of the financing of the Project by the Issuer is required under Section 147(f) of the Internal Revenue Code of 1986, as amended;

**NOW, THEREFORE, BE IT RESOLVED** by the City Council of the City of Winona, Minnesota, as follows:

1. A public hearing on the proposal of the Borrower will be held at the time and place set forth in the attached Notice of Public Hearing. The general nature of the Project and an estimate of the aggregate principal amount of the Bonds or other obligations to be issued to finance the Project are described in the Notice of Public Hearing.
2. The City Clerk is hereby authorized and directed to cause notice of the hearing to be given one publication in the official newspaper and

newspaper of general circulation available in the City, not less than 7 days prior to the date fixed for the hearing, substantially in the form of the attached Notice of Public Hearing.

Thereupon Alexander moved to waive the reading of the resolution and to adopt same. The motion was seconded by Moeller, and carried with all voting aye. Thereupon the Mayor declared the resolution duly adopted.

#### **5.4 Community Arts & Culture Strategic Plan**

The City Council approved the process for the City to accept RFPs for the Community Arts and Culture Strategic Plan in November of 2019.

The City of Winona received three plans from the request for proposals. An Advisory Committee consisting of Fine Arts Commission members, City Staff, and a member public reviewed the three proposals submitted. The proposal from The Cultural Planning Group ranked the highest for content and experience. It also was the least expensive plan received.

The proposal from The Cultural Planning Group is attached for your review.

The proposal cost is \$65,000 and staff is recommending allocating funds across two budget years to complete the plan. The 2020 budget has an allocation of \$15,000 within the Fine Arts Commission budget and staff is recommending allocating \$20,000 from the General Fund Contingency to cover the 2020 costs. An additional \$30,000 would need to be allocated in the 2021 budget to complete the plan.

Schollmeier moved to approve the agreement and to authorize the Mayor and City Clerk to execute the same, and to transfer funds from the General Fund Contingency to the Fine Arts Commission budget. Moeller seconded the motion, and after a brief discussion, it carried with all voting aye.

#### **5.5 Portable Radios for Winona Police Department**

Police Chief Paul Bostrack reported that the current model of portable radios that the Winona Police Department uses went into service over 10 years ago. This model has been discontinued by Motorola and will no longer be serviced by the company. It is imperative that these radios be replaced because once they stop working, even for minor issues, they will not be able to be repaired and made useable. The initial plan to replace the Department's 40 radios was to start in the 2021 budget and spread out the cost over several years. The current portable radios our officer's use have begun experiencing maintenance issues recently, making the replacement of them a higher priority.

Chief Bostrack has discussed this issue with the city's Motorola radio representative who works for a company called Ancom. He reported that there is a \$350 per radio discount offered by Motorola, which expires on March 13, 2020. This would be a significant savings to the Department.

The amount to replace the 40 portable radios is \$197,085.00 from the Minnesota state bid.

The department is requesting \$197,085 from the City of Winona Equipment Replacement Fund to replace the current radios.

Alexander moved to approve the request. Schollmeier seconded the motion, and it carried with all voting aye.

#### **5.6 Pool 6 Dredged Material Management Plan**

Following the pre-council workshop presentation and Q&A with the US Army Corps of Engineer (ACOE) personnel, the City Council may choose to comment on and/or direct staff to take action on, next steps regarding the Public Comment on Pool 6 Dredged Material Management Plan.

Mr. Sarvi thanked the Corps staff for the information presented earlier this evening, and noted the changing status in the project with the Army Corps granting a 30-day extension for public comment. Mr. Sarvi noted that will give the City more time to review the plan and make comments. He suggested that an executive committee of the Mayor and a Council Member meet to again with the Corps staff.

Alexander moved to appoint and Executive Committee to explore options with the Corps. Moeller seconded the motion, and it carried with all voting aye.

### **7.1 Council Concerns**

Schollmeier noted that some of the proceeds from the Pedal for the People events have been donated to the Recreational Alliance, and he thanked them for the donation for the rock climbing wall. He noted it was a great week for the ice climbing wall, and noted many people have been using it.

Borzyskowski noted that a meeting was held last week on the proposed roundabouts on Mankato Avenue, and wondered if another meeting should be held on the Broadway project. He offered his condolences to the family of Tom Severson.

Alexander announced that the Misato ambassadors' trip has been cancelled due to the Coronavirus and the Misato schools have been closed down. She said there is still time to sign up for the March of the Pomeranians to be held on Saturday, March 28.

Moeller asked for an update on the playground in Lake Park at the Dakota Street landing. Mr. Ubl reported that the equipment there is slated to be decommissioned this summer, but the City will maintain the space as a play area. He stated there is no plan currently to replace the equipment as that site has a lot of standing water. Moeller also announced that the Winona Advocacy Center, formerly known as the Women's Resource Center, will be holding its annual gala at the Masonic Theater.

Thurley reminded the public to vote in the Minnesota Presidential Nomination Primary to be held tomorrow, and he also noted that we are fast approaching the spring flooding season.

### **8.1 Consent Agenda**

The City Clerk presented the Consent Business Agenda as follows:

- Item No. 8.1: Approval of Minutes – February 18, 2020;
- Item No. 8.2: Ordinance to Rezone the Parcel of Land at 262 High Forest Street;
- Item No. 8.3: Ordinance to Rezone the Parcel of Land at 276 East Garvin Heights Road;
- Item No. 8.4: Ordinance to Amend Section 55.07 of the Winona City Code;
- Item No. 8.5: Claim against the City by Dan Douglas;
- Item No. 8.6: Claim against the City by Shirleen Rinard; and
- Item No. 8.7: Claim against the City by Rodney Seltz.

Thurley moved to approve the consent agenda. Moeller seconded the motion, and it carried with all voting aye.

The time being 7:15 p.m. and there being no further business to come before the Council this evening, Borzyskowski moved to adjourn. Alexander seconded the motion, and it carried with all voting aye.

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Monica Hennessy Mohan  
City Clerk

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Mark F. Peterson  
Mayor