

**City Council Meeting
June 1, 2020
6:30 PM – City Hall
Meeting Held Electronically Via Zoom**

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 read a Proclamation stating the City of Winona strongly stands against hate, bias or violence based on race, nationality, gender, disability, or religion, and urging all residents to come together and support their neighbors during the Covid 19 pandemic.

The Mayor recognized Keith Loth, who retired from the City after 29 years of service in Park Maintenance and the Tree Crew.

The Mayor announced that he has sent a letter to Gov. Walz encouraging a change in the state Covid 19 restrictions to allow indoor seating of up to 50% of seating capacity.

The Mayor announced that the Cotter auction will be held online this year beginning June 14 until June 20.

Mayor Peterson thanked all those who participated in the two peaceful protests held in the city over the weekend.

City Manager's Comments:

City Manager Stephen T. Sarvi wished best of luck to the National Guard troops based in Winona called up to duty in Africa, and also to his son, who will be deploying from St. Paul.

Mr. Sarvi called on Assistant City Manager for Park Rec Chad Ubl for an update opening of Park Rec facilities this summer. Mr. Ubl reported that responding to Covid 19 issues has an impact on the staffing of the various facilities as well as financial implications due to loss of rental income and user fees. Staff continues to work on planning for reopening these facilities.

3.1 Appointments to the Fine Arts Commission

In a letter to the Council, Mayor Peterson indicated that he was appointing Sam Zierden, Judy Myers and A. Eric Heukeshoven to the Fine Arts Commission. The terms for Ms. Zierden and Mr. Heukeshoven would be effective June 2, 2020 through May 16, 2023, and the term for Ms. Myers term would be effective June 2, 2020 through May 16, 2022.

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

3.2 Reschedule Request by Minnesota B.A.S.S. Nation to hold a Bass Tournament at Lions Park

Assistant City Manager Chad Ubl submitted a request from The Minnesota B.A.S.S. Nation to reschedule the Bass Tournament from Sunday, May 17, 2020 to Sunday, September 27, 2020 in Pool 6 on the Mississippi. They would like to use the St. Charles Street Boat Landing in Lions Park for weigh-in scales, live tanks with aeration, and tournament trailer.

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.

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

3.3 Request to Close West King for King Street Block Party

The City Clerk submitted a request from Jim and Jennifer Benson to close the 600 block of West King Street from Sioux Street to Lincoln Street on Saturday, July 18, 2020 from 2:00 pm – 8:00 pm for the Annual King Street Block Party.

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

3.4 Winona HPC 2021 Preservation Goals, Objectives, & Budget Memo

Assistant City Planner Luke Sims presented a report from the Heritage Preservation Commission, as required under City Code 22.27(i) outlining ongoing preservation work, goals, objectives, and a tentative 2021 budget request to the City of Winona. The report was received and filed by the Council.

4.1 Broadway Project Survey

City Engineer Brian DeFrang reported the results of the Broadway Project Survey were discussed in the pre-council meeting as to determine the way forward for this project. The City Council has 4 alternatives that are presented below to choose which path to pursue at this point.

1. Continue with the 4 to 3 Lane conversion project as presented.
2. Develop plans and specifications for a project which includes mill and overlay of Broadway Street, reconstruction of all deficient curb ramps to meet current ADA standards, install approximately 3 additional RRFB's at higher pedestrian intersections, restripe Broadway as a 4-Lane road.
3. Develop plans and specifications on a project to reconstruct Broadway as a 2 Lane street with strategic left turn lanes at signalized and warranted intersections.
4. Do nothing.

Previous Council actions regarding this proposed project include:

- October 2, 2017 Council approved Resolution 2017-117 authorizing the application for Accelerated Innovation Deployment (AID) Demonstration program grant for the Broadway 4 lane to 3 conversion along with other pedestrian improvements.
- January 2, 2018 Council approved Resolution 2018-02 which authorized staff to apply for additional project funding through the Transportation Alternative Grant program.

Schollmeier moved to approve the Option #1, to continue with the 4 to 3 lane conversion project. Moeller seconded the motion.

Borzyskowski asked for more description of Option #2. Mr. DeFrang said this would keep the 4 lane layout, complete the mill and overlay on the entire street, and would add some flashing pedestrian crossing signs.

Mayor Peterson asked what is the cost to install the flashing units. Mr. DeFrang replied these are approximately \$12,000 per physical unit, plus the cost of installation.

Schollmeier asked what was the estimated cost of Option #2. Mr. DeFrang stated this would be between \$3 million to \$3.2 million, and would be 100% City-funded. The City

may be able to use its Municipal State Aid allocation for this, but then would not have funds for other projects. Option #1 has almost \$2 million in grant funds, which would cover 2/3 of the cost of that option.

Thurley asked what the total MSA allocation is per year. Mr. DeFrang replied is had been approximately \$1 million per year, but it is projected to have a 15% reduction for 2021, or \$850,000 estimated allocation.

Borzyskowski stated that he would be voting against the motion, and would rather have the City pursue Option #2.

Moeller said she has received many emails on this project, mainly regarding improving pedestrian and driver safety.

Alexander stated that she has been consistently opposed to this project, and doesn't see how it improves pedestrian safety.

Eyden believes that most of the residents in the 3rd Ward support this project, and she believes is will improve pedestrian safety by slowing down the traffic.

Thurley won't support the motion and pointed out issues with snow removal as well as the morning sun impacting easterly traffic in the morning.

Mayor Peterson stated that the greatest responsibility of the Council is to provide for the safety of its residents, and he stated that staff has researched this proposal and presented the information along with staff from MNDOT. He felt this would slow down the traffic, and is a good solution.

The motion carried with Moeller, Eyden, Schollmeier and the Mayor voting aye, and Thurley, Alexander and Borzyskowski voting no.

4.2 Presentation of the Winona Downtown Strategic Plan

Community Development Director Lucy McMartin stated that the City of Winona and Port Authority of Winona approved funding to complete a Downtown Strategic Plan as part of the 2019 budget process. The City and Port Authority entered into an Agreement with ISG for services in early 2019 and began holding public engagement meetings with the public, building owners, and people who live and work in downtown Winona. A Downtown Survey was developed and marketed early on in the process through the City and Winona Main Street. In addition, engagement was sought by sessions with the City Council, Port Authority, Planning Commission, the Winona Area Chamber of Commerce, Winona Main Street and Developers. Additional meetings with residents, students, and members of the Historic Preservation Commission were also part of the public engagement process. Over a six-month period, Community Development staff and ISG connected with those that live, work and play in downtown Winona to gather public input.

Demographic information, future trends and the make-up of downtown were incorporated into the Downtown Strategic Plan. Finally, members of the community weighed in on short-term and long-term projects ranking them from most important to least to help prioritize improvement projects and ideas for downtown. A draft plan was presented in January 2020 and public meetings were held to gather input on the draft plan. The input from these meetings and the culmination of information is included in the final draft. Staff will provide a presentation highlighting the plan.

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

Resolution 2020 – 41

WHEREAS, the City of Winona and Port Authority authorized a Downtown Strategic Plan to be undertaken in 2019; and

WHEREAS, Opportunity Winona has encouraged private investment in downtown Winona and the Winona Downtown Strategic Plan was undertaken to help insure that investment continues into the foreseeable future; and

WHEREAS, the Plan will assist in prioritizing public investment in downtown; and

WHEREAS, the Plan was developed through engagement of residents, the general public, business and building owners and the City Council and it's Commissions; and

WHEREAS, the Winona Downtown Strategic Plan final draft has been received and reviewed by the City Council.

NOW THEREFORE LET IT BE RESOLVED, the Council of the City of Winona does hereby accept and adopt the Winona Downtown Strategic Plan.

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.

4.3 Award of Contracts – Asphaltic Materials

Public Works Director Keith Nelson reported bids were received for the purchase of Asphaltic Materials. He presented a summary of the bids from this year and also 2019. Henry G. Meigs, LLC was the only bidder for Asphaltic Materials at \$78,811.20.

Staff recommendation is for award of the bids to Henry G. Meigs, LLC. The 2020 budget for this material is \$65,000. The following resolution was then presented for the Council's consideration.

Resolution 2020 – 42

BE IT RESOLVED by the City Council of the City of Winona, Minnesota, that it enter into a contract for Emulsified Asphalt in accordance with the specifications dated April 9, 2020, covering the same and on file with the City Clerk, and that the City Manager and City Clerk execute the contract; and

BE IT FURTHER RESOLVED that the proposal of Henry G. Meigs, LLC, in the amount of \$78,811.20, it being the most favorable proposal received and it being the lowest responsible bidder therefore, be and the same is hereby accepted, and that the bidder execute said contract and furnish bond in the amount of as required by the specifications or by law.

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

4.4 Award of Contracts – Plant Mixed Bituminous Materials

Mr. Nelson reported bids were received for the purchase of Plant Mixed Bituminous Materials. He presented a summary of the bids from this year and also for 2019. Dunn Blacktop was the only bidder for Plant Mixed Bituminous Materials at \$47,880.00.

Staff recommendation is for award of the bids to Dunn Blacktop. The 2020 budget for this material is \$64,400.00. The following resolution was then presented for the Council's consideration.

Resolution 2020 – 43

BE IT RESOLVED by the City Council of the City of Winona, Minnesota, that it enter into a contract for Plant Mixed Bituminous Materials in accordance with the specifications dated April 9, 2020, covering the same and on file with the City Clerk, and that the City Manager and City Clerk execute the contract; and

BE IT FURTHER RESOLVED that the proposal of Dunn Blacktop Company, in the amount of \$47,880, it being the most favorable proposal received and it being the lowest responsible bidder therefore, be and the same is hereby accepted, and that the bidder execute said contract and furnish bond in the amount of as required by the specifications or by law.

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

5.1 Emergency Ordinance Permitting Limited Sales of Goods and Delivery in Public Rights-of-Way

To better support the Winona Community in its response to the COVID-19 pandemic emergency and facilitate the City's ability to quickly adapt and assist businesses, City staff is recommending a temporary ordinance creating an administrative approval process to allow temporary street closures and use of public rights-of-way for the sale of goods, delivery of services, customer seating, or other service areas. The proposed temporary ordinance limits the space a business may be allowed to encroach into the public rights-of-way to sidewalks and adjoining parking spaces up to the width of the business building or further with permission from neighbors. Businesses opting to utilize the public right-of-way shall submit a rights-of-way use notification form to the City Clerk with a certificate of insurance prior to using the public right-of-way. In collaboration with the Winona Chamber of Commerce and Winona Main Street program, this temporary ordinance will allow for the City to adapt to the rapidly changing pandemic situation and orders from the Governor of the State of Minnesota.

The proposed duration of this temporary ordinance is through the duration of Resolution No. 2020-17 passed by the City Council on March 16, 2020 or through November 1, 2020, whichever is later.

Alexander moved to approve the emergency ordinance and the license agreement and to authorize the Mayor and City Clerk to execute the same. Schollmeier seconded the motion.

Mr. Sarvi thanked the Chamber and Main Street staff for their assistance in putting together this plan.

Assistant City Planner Luke Sims noted that the current city ordinance prohibits sales of goods on public right-of-way, and this emergency ordinance would allow these sales, after a business has registered with the City, until November 1.

City Clerk Monica Hennessy Mohan noted that the application form for the temporary service areas is available on the City website, and staff will process these as quickly as possible.

The motion carried with all voting aye.

5.2 Street Closure Request for Downtown Street Market

The City Clerk submitted a request from the Main Street Program: In an effort to support downtown businesses (particularly the restaurants) the Winona Chamber of Commerce and Winona Main Street Program request to close Third Street from Johnson Street to Franklin Street, the northbound lane of Walnut Street between 2nd and 3rd Street, and the northbound lane of Lafayette Street from 2nd to the entrance of Island City Brewing Company every Friday from 4 p.m. to 10 p.m. from June 5 to October 30 (can re-evaluate after 8 weeks). All cross streets (with the exception of the two sections mentioned earlier) would remain open for traffic. "No Parking" signs will need to be up the day before each week (Thursdays) so the public is aware of the street closure, and we will need barricades set up at each block.

This effort is aimed at allowing restaurants to have one night a week where they can expand their outdoor seating capacity in a safe manner, and retail businesses can display product outside their store/into the street if they wish (similar to the Farmer's

Market but on a bigger scale). Community members will feel safer to spend time downtown if there is more space to practice social distancing and no traffic to worry about.

The Chamber and Main Street will work collaboratively to notify downtown businesses about this initiative so they can prepare and get a plan in place, such as safety measures (sanitization, tables and seating), staffing needs, etc. The Chamber and Main Street will also create their own materials to promote safety guidelines. We will promote the enforcement of guidelines provided by the State and the Health Department (use of masks, sanitization procedures, social distancing, etc.). Businesses can request them as needed.

Downtown businesses need as much help and support as possible as things start opening up and the “dial” continues to turn. The Chamber and Main Street Program firmly believe this initiative will provide the necessary support. Our historic downtown district is a crucial pillar and economic contributor to our community, and it’s important for businesses to have opportunities like this to help them survive and recover from the challenges they have faced and will continue to face as a result of the pandemic.

Note: With the closure of Third Street, the bus stop at Third and Center Streets will need to be relocated to the corner of Fourth and Center from 4:00 – 6:15 pm on each of these Fridays. Note also that each business would need to make an application under the Temporary Service Area ordinance presented in the previous agenda item. Those businesses serving alcohol would need to enter into a license agreement with the City prior to serving on City right-of-ways.

Alexander moved to approve the request. Eyden seconded the motion.

Thurley asked is businesses participating in this activity would need to apply for the temporary service area permit. Staff confirmed that they would need to do this.

Alexander asked if downtown businesses would be participating. Ben Strand of the Main Street program replied that he had talked to several restaurants that expressed interest in this.

Christy Ransom, Chamber President, also noted that they are encouraging retail businesses to stay open on Friday nights.

The motion carried with all voting aye.

5.3 Approval of Winona Airport CARES Act Grant

The City of Winona Municipal Airport is eligible and has been offered a grant of up to \$30,000 to be used on maintenance and operations of the airport. The City Council is being asked to approve the acceptance of this grant and to authorize the Director of Public Works to sign all documentation related to the grant.

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

Resolution 2020 – 44

WHEREAS, a CARES Act Grant of up to \$30,000 has been offered for maintenance and operations expenses of the Winona Municipal Airport.

NOW THEREFORE LET IT BE RESOLVED that the CARES Act Grant be accepted and furthermore that the Director of Public Works is hereby authorized to sign any documentation related to that grant.

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

5.4 Prairie Island Campground – 2020 Recreational Camping Closure

Assistant City Manager Chad Ubl stated that Parks and Recreation staff have been working with Front Porch Management regarding the 2020 Prairie Island camping season. The COVID-19 guidelines for camping have evolved over the past three months, specifically the guidelines for recreational short term camping.

Staff will recommend that the City close recreational short term camping at Prairie Island Campground for the 2020 season.

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

5.5 Letter of Support for Amtrak Grant Application

Mr. Sarvi presented a letter drafted by Amtrak seeking support from the City of Winona for a joint grant application by the Minnesota Department of Transportation (MNDOT) and the Wisconsin Department of Transportation (WISDOT) for the Consolidated Rail Infrastructure and Safety Improvement (CRISI) Grant.

Schollmeier moved to approve the letter and to authorize the Mayor to sign it. Alexander seconded the motion, and it carried with all voting aye.

7.1 Council Concerns

Thurley reminded the public that filings for elected positions closes tomorrow at 5:00 pm. He congratulated the Winona Senior High School graduates, and offered his sympathies to the family of Bob Hoodecheck. He noted that the vote earlier on the Broadway Street project was one of the few votes that the Council has been divided on.

Moeller also congratulated the high school graduates. She thanked the participants of the peaceful demonstrations over the weekend, and noted that many of the city's Black community members do not feel safe here.

Eyden also thanked the peaceful protestors. She encouraged the public to come out to support the local businesses that are reopening but to stay safe during the Covid 19 pandemic.

Borzyskowski acknowledged local law enforcement officers who were sent to assist with the protests in the Twin Cities, and said to stay safe and thanked them for their service.

Alexander noted that today is usually move-in day for most college rental units in the city, but since schools are not back in person, the presence of these students will be missed. She also thanked the demonstrators for their peaceful protests, and she is glad that we made it to June, but she is sad there are no festivals this summer.

Schollmeier thanked all the residents who provided comments on the Broadway Street project. He noted this has been an emotional week for many in our country as the death toll from the Covid 19 virus has exceeded 100,000 lives, and also rising tensions regarding policing in the country. Schollmeier announced that he has filed for re-election, and announced that he will be moving soon, but his new home is still in the Ward 4.

8.1 Consent Agenda

The City Clerk presented the Consent Business Agenda as follows:

- Item No. 8.1: Approval of Minutes – May 18, 2020;
- Item No. 8.2: Ordinance to Designate 3 Parking Stalls in Municipal Parking Lot #2 as Handicapped Parking for Sundays Only; and
- Item No. 8.3: Claim against the City by Steven Prigge.

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

The time being 8:20 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.

Monica Hennessy Mohan
City Clerk

Mark F. Peterson
Mayor