



CITY COUNCIL MINUTES

COUNCIL CHAMBERS

TUESDAY, OCTOBER 8,
2024

6:00 PM

Call to Order/Roll Call/Pledge of Allegiance

The meeting of the City Council was called to order by Mayor Kevin Voracek at 6:00 pm. Councilors in attendance included Sara Caron, Adama Doumbouya, Royal Ross, Tom Spooner and Chuck Thiele. Councilor Peter van Sluis was absent. Also in attendance were City Administrator Jessica Kinser, City Clerk Heather Slechta, Fire Chief Dustin Dienst, Police Chief John Sherwin, Community and Economic Development Director David Wanberg, City Planner Harry Davis, Human Resources Manager Kevin Bushard and City Attorney Scott Riggs.

Approve Agenda

Motion by Doumbouya, seconded by Thiele to approve the agenda as presented and carried unanimously.

Presentations/Introductions

Infants Remember in Silence Proclamation

Mayor Voracek read a proclamation proclaiming October 15, 2024 as National Pregnancy and Infant Loss Awareness Day. Diane Kelly stated that there will be a candle lighting ceremony at 7:00 pm at the IRIS Office.

Oath of Office for Paid On-Call Firefighters

City Administrator Jessica Kinser gave the Oath of Office to five new firefighters; Brad Phenow, Gary Jacobs, Joseph Martin, Nic Sutherland and Andrew Shankey.

Approve minutes of the September 24, 2024 City Council Meeting and the October 1, 2024 Special City Council Meeting - Closed Session

Motion by Ross, seconded by Doumbouya to Approve minutes of the September 24, 2024, City Council Meeting and the October 1, 2024, Special City Council Meeting - Closed Session and carried unanimously.

Requests to be Heard – None

Consent Agenda

- A. List of Claims for Release
- B. Resolution 2024-199 Accept Donations to the Parks and Recreation Department
- C. Approve Application and Permit for a 1 Day to 4 Day Temporary On-Sale Liquor License for Faribault Minnesota Chapter, Inc.
- D. Resolution 2024-200 Appoint 2024 Election Judges
- E. Approve Server and UPS Purchases
- F. Resolution 2024-201 Approve Hiring HRA Executive Director
- G. Resolution 2024-202 Authorize the Fire Department to Accept the State of Minnesota ARMER Equipment Grant Award
- H. Resolution 2024-203 Authorize the Fire Department to Accept the Compeer Financial

Emergency Response Equipment Grant

- I. Resolution 2024-204 Approve Hiring Police Officer
- J. Resolution 2024-205 Removing Eric Delgado from the Planning Commission and Declaring a Vacancy
- K. Approve Hangar Rental Agreement

Motion by Caron, seconded by Thiele to approve Consent Agenda items A-K and carried unanimously.

Public Hearings – None

Items for Discussion

Ordinance 2024-16 Amend Chapter 28, Division 4 of the Code of Ordinances, Regarding Disconnection of Water for Nonpayment (First Reading)

City Administrator Jessica Kinser explained that staffing shortages and changes in the Finance Department resulted in an examination of operations in utility billing to look for some efficiencies. The monthly process to disconnect water for non-payment only addressed about 10% of the accounts that could be disconnected in any given month, resulting in a time-consuming process for both Finance and Public Works where very little was accomplished in terms of collections of past due accounts. Instead of disconnecting water service for non-payment, staff proposed utilizing the special assessment process to place past due amounts as an assessment on the property. This would reduce the monthly activities associated with disconnection, while still providing notice to individuals that they are behind throughout the year. Kinser stated that upon approval and publication, the intent is to implement this change immediately.

Motion by Ross, seconded by Thiele to approve Ordinance 2024-16 Amend Chapter 28, Division 4 of the Code of Ordinances, Regarding Disconnection of Water for Nonpayment (First Reading)

Roll Call Vote:

Aye: Councilor Caron, Doumbouya, Ross, Spooner, Thiele, Mayor Voracek

Nay:

Motion carried 6:0

Bids – None

Boards and Commissions Reports, Announcements and Project Updates

Councilor Ross thanked all of the Election Judges for their time and effort. Mayor Voracek stated that the Spooktacular Fun Run and Bloody Fest is taking place this weekend. Mayor Voracek also read the following statement in regards to City Administrator Jessica Kinser's 6-month review: The City Council has conducted a 6-month performance review of Jessica L. Kinser, as City Administrator for the City of Faribault. As part of the evaluation process, the City Council evaluated Jessica on reporting, fiscal management, supervision, leadership, Council relations, intergovernmental relations, community relations and personal traits. The process reached the following conclusions: Jessica L. Kinser's performance has an average score that is exceeding expectations. Goals, objectives and areas to focus on were given to Jessica to work towards. As per Jessica's employment agreement with the City of Faribault, and by exceeding expectations, she will receive a one-step increase in wages to Grade V Step 9, under the Amended Non-Union Compensation Plan 2022-2024 and receive 3 days of administrative leave. This will be effective October 1, 2024. Thank you, Jessica!

Adjournment

Motion by Doumbouya, seconded by Ross to adjourn the City Council meeting and carried unanimously

The meeting was adjourned at 6:15 pm.

Respectfully Submitted,

DocuSigned by:

Heather Slechta

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Heather Slechta
City Clerk