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**PROCEEDINGS OF THE AFTON CITY COUNCIL
CITY OF AFTON
WASHINGTON COUNTY, MINNESOTA**

APPROVED City Council Work Session Minutes
September 2, 2020
Afton City Hall
3033 St. Croix Trail
Afton, MN 55001
(Held Remotely via Zoom)
4:00 P.M.

1. **THE MEETING WAS CALLED TO ORDER** at 4:00 P.M. by Mayor Bill Palmquist

2. **ROLL CALL:** Mayor Palmquist, Council Members Lucia Wroblewski, Randy Nelson, Annie Perkins, Stan Ross. **A Quorum was present.** The meeting was held virtually via Zoom.

ALSO PRESENT: City Administrator Ron Moore and City Accountant Tom Niedzwiecki.

3. **APPROVAL OF AGENDA –**

Motion/Second Ross/Wroblewski To approve the agenda for the September 2, 2020 City Council Work Session. Roll Call, All Ayes, passed 5-0-0.

4. **CITY COUNCIL BUSINESS**

A. 2021 Proposed Budget

Moore explained that the Council at its August 24 budget work session, requested staff to review the budget for opportunities to make adjustments to reduce the total tax levy required to fund the budget to approximately 4%. Moore outlined a set of budget adjustments that would reduce the total tax levy to 3.93%. These included reductions in specific expenditure items and reductions in levies that set aside funding for specific needs where the levies have already built up significant balances over a period of years. The Council discussed other opportunities to reduce expenditures, and agreed to move forward with the budget that reflects the adjustments proposed by Moore.

Moore explained that Tom Niedzwiecki, City Accountant, as part of the mid-year financial review, indicated that the PFA loan debt service fund is substantially underfunded because the legal costs related to the easement condemnation process and the assessment appeals are being funded from this Fund. Tom Niedzwiecki explained that the annual assessment revenue received by the City is sufficient to pay the debt service on the PFA bonds, but the legal expenses are beyond the amount the assessments can fund. These expenses will need to be temporarily funded internally until a bond issue is needed to fund the Afton House easement condemnation judgment. The legal expenses can then be included in the bond issue. Internal sources of funding include an available balance in the Legal Reserve Account and an internal loan from the Special Reserve Fund.

B. City Administrator Updates

Moore provided the following updates:

1. The scope of work by Tri County for the replacement of the large 30th Street Culvert did not include the installation of guardrails. The estimated cost of guardrails was about \$20,000. Ken Johnson has obtained a price quote from H&R Construction for the guardrail installation in accordance with Mn/DOT standards. The quote amount is \$14,900. Moore indicated he would like to accept the price quote and schedule the installation as soon as possible, then bring the price quote to the Council at its September 15 meeting for formal approval. The Council agreed.
2. The 30th Street reclamation project is scheduled to begin on Monday, September 7 and to be substantially completed by September 11. The contractor has requested that for short term cash flow reasons, \$80,000 of the \$179,990 project cost be paid when the final wear course of paving is completed next week. The final wear course is the final major step of the project. I would like to provide the

54 payment and bring the payment request to the September 15 Council meeting for formal approval. The
55 Council agreed.
56 3. The CARES funding requirements are very flexible in relation to the funding of police services. The
57 Council approved an increase in the budget for extra police patrols to address increased speed
58 complaints, due to additional traffic in Afton, which is due at least in part to the Covid 19
59 pandemic. Moorese indicated he was planning to include the additional costs of the extra police patrols
60 as a use of the CARES funds.
61

62 **5. ADJOURN**

63 **Motion/Second Ross/Wroblewski to adjourn at 5:09 p.m. Roll call: All ayes, passed 5-0-0.**
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66 Respectfully submitted by:

67 _____
68 Ronald J. Moorese, City Administrator
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72 Approved by Council on September 15, 2020 as (check one): Presented: X Amended: _____
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75 Mayor Bill Palmquist _____ Date _____