



**AGENDA FOR
REGULAR CITY COUNCIL MEETING
TUESDAY, MAY 7, 2024 – 5:00 P.M.**

1. **Pledge of Allegiance**
2. **Call to Order**
 - Roll Call and Establishment of Quorum
3. **Approval of Agenda**
 - Council Changes
 - Staff Changes
4. **Approval of Minutes**
 - A. April 16, 2024
 - B. April 16, 2024 – Board of Appeal and Equalization
 - C. April 30, 2024 – Board of Appeal and Equalization
5. **Audience Participation** (10-minute time limit for items not on the agenda)
6. **Consent Agenda**
 - A. Approve 2023 Drinking Water Report
 - B. Approve Purchase of Electric Distribution Materials
 - C. Declare Electric Department Equipment as Surplus Property
 - D. Declare Police Department Equipment as Surplus Property
7. **Scheduled Public Hearings**
8. **Old Business**
 - A. Updates to Unified Development Ordinance Relating to Accessory Buildings, Swimming Pools, and Solar Energy Systems (Ordinance #90)
9. **Regular Agenda**
 - A. Adopt Summary Publication of Ordinance #90 (Resolution #27)
 - B. Update to 2024 Park & Recreation Pay Plan (Resolution #28)
 - C. Reflection Prairie Plat Correction
 - D. Adopting Updated Supplement to the Code of Ordinances (Ordinance #91)
10. **Other Items and Communications**
 - A. Council Items
 - B. Staff Items
11. **Paid Bills and Claims – For Informational Purposes**
 - A. City of Redwood Falls Accounts Payable Summary
12. **Adjournment**

**MINUTES
REGULAR COUNCIL MEETING
CITY OF REDWOOD FALLS, MINNESOTA
TUESDAY, APRIL 16, 2024**

Pursuant to due call and notice thereof, a regular meeting of the Redwood Falls City Council was called to order in the Municipal Chambers on Tuesday, April 16, 2024, at 5:00 p.m.

Roll call indicated Mayor Tom Quackenbush and Council Members Matt Smith, Denise Kerkhoff, Jim Sandgren, Larry Arentson, and John T. Buckley were present, constituting a quorum.

Also present were City Administrator Keith Muetzel, Finance Director Kari Klages, City Attorney Trenton Dammann, Public Works Project Coordinator Jim Doering, and Deputy City Clerk Caitlin Kodet.

City Administrator Muetzel requested the addition of Regular Agenda Item 9I – Dump Truck Purchase Request.

A motion was made by Council Member Kerkhoff and seconded by Council Member Buckley to approve the agenda with the addition of Regular Agenda Item 9I – Dump Truck Purchase Request. Motion passed by unanimous vote.

A motion was made by Council Member Smith and seconded by Council Member Arentson to approve the April 2, 2024, minutes as presented. Motion passed by unanimous vote.

Bruce Tiffany, Redwood Falls property owner, was present to commend and thank City Council and City Staff for the work being done for the community and its' residents. Mr. Tiffany expressed his gratitude for all the amenities the City of Redwood Falls has to offer the residents.

A motion was made by Council Member Smith and seconded by Council Member Arentson to approve the following items on the Consent Agenda:

1. City Assistance with Celebrate Redwood Falls – NightFalls Event
2. Fire Hall Door Replacement Quote
3. Parade Permit for the Dakota Wicohan MMIR Awareness March

Motion passed by unanimous vote.

Library Director Connie Lechner was present to introduce the Professional Services Proposal for MN State Bonding Application.

Ms. Lechner stated the application for the 2023 Minnesota State Capital Library Construction Bonding Bill is available and due by May 17, 2024. There is \$4,000,000.00 available for library construction projects throughout the state. Dean Reiman and Denise Kerkhoff have reviewed the application. It is 24 pages of data requests, and it is very complex. In addition, it requires a signature from an architect or engineer to confirm the details. Some of the information could be supplied by grant assistants and City Staff, but it would be very time-consuming. Accuracy of this application is best completed by Engan Associates. Engan has shared that the data collection will take as much as 40 hours to complete. Engan has agreed to complete the bonding bill application at a cost not to exceed \$5,200.00. Of the \$4,000,000.00 available, the Library can request up to \$1,000,000.00, which will be the requested amount. Staff is requesting up to \$5,200.00 from the Capital Project Fund to cover the expense of this application process.

Dean Reiman, Redwood Area Library Foundation Board member, was present.

A motion was made by Council Member Buckley and seconded by Council Member Sandgren to approve the Professional Services Proposal for MN State Bonding Application up to \$5,200.00. Motion passed by unanimous vote.

Public Works Project Coordinator Jim Doering introduced Resolution No. 24 of 2024 – Authorization to Execute Award of Contract for the Wastewater Treatment Facility Improvement Project.

John Graupman, Principal Environmental Engineer with Bolton & Menk, Inc. was present.

Mr. Doering stated in response to the Advertisement for Bids, the City received one electronic bid through QuestCDN for construction of the Wastewater Treatment Facility Improvements. The bid was opened and publicly read at 2:00 p.m. on March 28, 2024. The lowest and sole responsible bidder was Gridor Construction Inc. of Buffalo, MN for the Wastewater Treatment Facility Improvements. The resulting base bid was \$5,980,400.00 and \$1,695,800.00 for the Alternate A add item for a total of \$7,676,200.00. The engineer's estimate was \$10,000,000.00.

Mr. Doering stated after the bid window closed, City Staff was contacted by another contractor that didn't submit a bid through the QuestCDN site, but still wanted to submit a bid for the project. The bid could not be included because it was not submitted prior to the deadline. The project had been advertised for four weeks prior to the bid deadline.

Mr. Doering stated the base bid is eligible for 80 percent grant coverage from the Point Source Implementation Grant (PSIG). The Alternate A, an add item, is not PSIG eligible, but it is eligible for low interest loan dollars in addition to the remaining 20 percent construction costs from the Public Facilities Authority (PFA) over a term of 20 years. The current estimation of PSIG dollars reflects up to \$5.9 million and \$3.6 million in PFA loan dollars. These numbers are derived by adding in accrued/anticipated hard costs of predesign, design, and construction engineering along with the (Soft Costs) 5% contingency projected for admin and legal costs with the construction award amount. Final project costs will be determined at the end of the project and will be dependent on the accrual of the estimated soft costs. Staff recommends the award of contract to Gridor Construction Inc. in the amount of \$7,676,200.00.

A motion was made by Council Member Sandgren and seconded by Council Member Buckley to waive the reading of Resolution No. 24 of 2024 – Authorization to Execute Award of Contract for the Wastewater Treatment Facility Improvement Project. Motion passed by unanimous vote.

A motion was made by Council Member Kerkhoff and seconded by Council Member Smith to approve Resolution No. 24 of 2024 – Authorization to Execute Award of Contract for the Wastewater Treatment Facility Improvement Project. Motion passed by unanimous vote.

Public Works Project Coordinator Jim Doering introduced Resolution No. 25 of 2024 – Authorization to Execute Task Order No. 2024-3 for the Wastewater Treatment Facility Improvement Project.

Mr. Doering stated Resolution No. 25 authorizes Task Order No. 2024-3 with Bolton and Menk, Inc. to provide the listed scope of construction services for the Wastewater Facilities Improvement Project. Completion of the project scope is anticipated to facilitate construction during the 2024 and 2025 seasons. Staff recommends approval of Task Order No. 2024-3 for the full scope and list of services and anticipated fee in the amount of \$680,000.00.

A motion was made by Council Member Buckley and seconded by Council Member Arentson to waive the reading of Resolution No. 25 of 2024 – Authorization to Execute Task Order No. 2024-3 for the Wastewater Treatment Facility Improvement Project. Motion passed by unanimous vote.

A motion was made by Council Member Sandgren and seconded by Council Member Arentson to approve Resolution No. 25 of 2024 – Authorization to Execute Task Order No. 2024-3 for the Wastewater Treatment Facility Improvement Project. Motion passed by unanimous vote.

City Attorney Dammann introduced Ordinance No. 90, Fourth Series – An Ordinance Adopting the 2014 Unified Development Ordinance with Amendments as Provided in §14.02 and §15.02 of Redwood Falls City Code.

Mr. Dammann stated City Staff is proposing changes to the Unified Development Ordinance (UDO). The current UDO was approved in 2014 and recently City Staff has identified a few areas that need to be updated. The first proposed change in Section 7.18 - Residential Accessory Buildings, modifies Table 7.1 and allows for increased accessory structure square footage based on the size of the lot. The setback requirements and total lot coverage requirements will remain the same. With the addition of 1 acre and 1.5 acre lots in the Reflection Prairie subdivision, staff feels it is important to allow for larger accessory buildings where residents have the space available.

Mr. Dammann stated the second proposed change is in Section 7.20 - Private Swimming Pools. The only requested change is to remove the wording, “and have a have a capacity of 1,000 gallons or more.” It is difficult for Staff to calculate the total number of gallons a pool can hold based on a site inspection. For better enforcement, Staff is requesting to remove that requirement and allow for enforcement of private pools when they are capable of holding water at a depth of more than 24”. This change also harmonizes the UDO with pool regulations found in the current property maintenance code.

Mr. Dammann stated the final proposed change is to Section 7.24 Solar Energy Systems. Due to changes and advancements with solar energy systems since 2014, and the complexity of the section, Staff is proposing to remove all of Section 7.24 except subdivision (A) and replace it with new language for the entire section. Staff feels the new language and layout of the revised section better fits the current standards for solar energy systems. The most significant change is the removal of the Conditional Use Permit requirement for all rooftop solar systems over 120 sq. ft. All rooftop mounted systems would be allowed so long as they meet the required standards and approval process. All solar energy systems would still require a building permit and approval from the Building Official as well as approval from the Public Utilities Department. A conditional use permit would still be required for ground mounted solar energy systems over 120 sq. ft.

Mr. Dammann stated on April 9, 2024, a public hearing was held by the Planning Commission to discuss Ordinance No. 90, Fourth Series. After the hearing, the Planning Commission recommended approval of Ordinance No. 90 with two amendments to Table 7.1, increasing the maximum height allowed from 16 feet to 20 feet for detached accessory structures in R-1 and R-2 Zones on parcel sizes of 1 acre or greater. The remainder of the text within 7.18 was added to the Ordinance, with renumbering to correct a previous typo. No other changes were made to the proposed ordinance.

Mr. Dammann further stated Council needs to read the proposed ordinance or make a motion to waive the first reading of the ordinance and discuss of the proposed amendment to the Zoning Ordinance. City Staff will provide the required 10-day notice of the Ordinance prior to the final approval of the proposed Ordinance. On May 7, 2024, City Staff will request Council approve the proposed Ordinance by roll call vote in accordance with Chapter 4 of the City Charter.

A motion was made by Council Member Smith and seconded by Council Member Kerckhoff to waive the reading of Ordinance No. 90, Fourth Series – An Ordinance Adopting the 2014 Unified Development Ordinance with Amendments as Provided in §14.02 and §15.02 of Redwood Falls City Code. Motion passed by unanimous vote.

Public Works Project Coordinator Jim Doering introduced the Quotes for Ramsey Park Bathroom Improvements.

Mr. Doering stated on February 12, 2024, the Council approved the DNR grant agreement GMRPTC23-12 for \$137,500.00 with match requirement of \$7,000.00 for a total project cost of \$144,000.00. This grant is to install a new lift station at the Falls Bathroom complex to replace the failing septic system and install a new single stall bathroom near the Zeb Gray Playground, with an accompanying lift-station to replace the seasonal port-a-potty. At the same time, boring in new water and sewer lines to each of the facilities.

Mr. Doering stated the project was broken into 3 parts. First is to purchase two E-one lift stations from certified distributor Minnesota Pump-Works of Dundas, MN. This comprised of a larger lift station for the Falls Bathroom and a smaller system for the new Zeb Gray Bathroom. As a sole recognized approved distributor for Minnesota, their quote is \$22,488.12 for both stations.

Mr. Doering stated second, Staff solicited quotes for the Zeb Gray Bathroom, both for a set-in place version like the one by Perks Park and concrete site-built version from local contractors. The set-in place versions ranged from \$70,000.00 to \$80,000.00, no electrical, plumbing, concrete, or site work was included. The site-built quotes included a similar bathroom design and plumbing, electrical, and concrete with installation of the lifts station. Two quotes were received: Everstrong Construction, Inc. for \$73,396.00 and Salonek Concrete & Construction, Inc. for \$99,300.00.

Mr. Doering stated third, Staff solicited quotes from local contractors for boring the water and sewer lines to both bathrooms, which includes exposing the watermain and sewer manhole at the intersection of Pleasant and Grove Street at the park entrance and installing new curb stops and connecting the water lines along with putting the sewer lines into an inside drop in the manhole itself. An alternative was added to install the lift station at Zeb Gray if a set-in place bathroom was selected which was part of the bid package for a site-built unit. Schmidt Construction submitted a bid of \$54,280.00 less the amount for the listed Alternate. GM Contracting of Lake Crystal passed on submitting a bid.

Mr. Doering stated the total project cost is quoted to be \$150,164.12. The Friends of the Park Board approved a donation of \$10,000.00 in addition to the grant funds of \$137,500.00 with the Parks & Recreation department budget covering the remaining balance of the project costs, \$2,664.12. The project is scheduled to be completed in 2024.

A motion was made by Council Member Sandgren and seconded by Council Member Buckley to approve the Quotes for Park Bathroom Improvements from Minnesota Pump-Works, Everstrong Construction, Inc., and Schmidt Construction for total of \$150,164.12. Motion passed by unanimous vote.

Mayor Quackenbush introduced the Crosswalk Improvement Request – Industrial Drive.

Mayor Quackenbush stated Clayton Homes is requesting a lighted dynamic crosswalk structure be purchased and installed at the current crosswalk location between Clayton Homes parking lot and the parking lot space leased across the street on Industrial Drive. Clayton Homes is making this request due to safety concerns for employees because of the increased vehicle traffic and pedestrian traffic during lunch and shift changes. Clayton Homes is proposing to reimburse the City for the entire cost of the crosswalk signal and installation if approved. The City will re-paint the crosswalk as part of the regular street maintenance schedule.

A motion was made by Council Member Sandgren and seconded by Council Member Kerkhoff to approve the Crosswalk Improvement Request – Industrial Drive. Motion passed by unanimous vote.

City Administrator Muetzel introduced Agenda Item 9G - Establish City Council Work Session Agenda.

Mr. Muetzel stated the next City Council work session is scheduled for April 30, 2024. In order to prepare for the meeting and ensure adequate time is allowed for each agenda item, Staff is requesting Council formally establish the work session agenda. The following item has been suggested as agenda items:

1. Review Draft Employee Classification and Compensation Study

A motion was made by Council Member Smith and seconded by Council Member Arentson to approve the City Council Work Session Agenda as presented. Motion passed by unanimous vote.

City Administrator Muetzel introduced Resolution No. 26 of 2024 – Authorization to Submit Grant Application to the Workforce Housing Development Program in Order to Obtain Funding From the Minnesota Housing Finance Agency.

Mr. Muetzel stated in April of 2023, the Port Authority requested proposals from housing developers to develop a 12-acre parcel in the Reflection Prairie Addition. The Request for Proposals sought to identify a developer to construct a mix of privately owned, market-rate single-family and multi-family housing units along with the possibility of some light retail space. There were two proposals submitted, one of which was from the Southwest MN Housing Partnership. The Southwest MN Housing Partnership is a non-profit community development corporation serving communities throughout Southwest and South-Central Minnesota. The Mission of the Southwest MN Housing Partnership is to “partner with communities to develop places for people to call home.” The Southwest MN Housing Partnership carries out its mission by supporting and developing high quality housing services and products.

Mr. Muetzel stated on December 19, 2023, the City Council granted conceptual approval of the multi-family housing development proposal from the Southwest MN Housing Partnership. The proposal outlines the phased development of a mix of single-story townhomes (28 units) and single-family homes (4 units) that will be available for sale or rent. Future phases included the possibility of larger apartment buildings for additional rental housing. By approving the proposal in December, the City made the following commitments to the proposed project: transfer of land ownership at no cost for each phase of the project; provide short-term loan funding to subdivide the property for phase 1 construction; provide up to \$1,000,000.00 in low interest revolving construction loan funding; install the necessary infrastructure and assess those costs to each lot that is developed; and consider future financial support for future construction phases.

Mr. Muetzel stated the Southwest MN Housing Partnership has finalized plans for phase 1 of the project which has been named Reflection Cove. The first phase of development will feature nine rental homes offered at market rental rates and include amenities such as laundry and garages. The estimated phase 1 construction cost for nine housing units is \$4,694,117.00. To assist with this project, the Southwest MN Housing Partnership is seeking \$1,898,489 from the State of MN Workforce Housing Development Program. The Workforce Housing Development Program targets small to medium-sized cities in Greater Minnesota with rental workforce housing needs and provides grant funds to housing projects that increase the available inventory of workforce housing.

Mr. Muetzel stated one of the program requirements is that local municipalities provide a \$1.00 match for every \$2.00 in State grant funds received. Fortunately, the prior City commitments approved on December 19, 2023, fulfill the match requirements and no additional City assistance is needed nor requested. Adoption of Resolution No. 26 is a Workforce Housing Development Program requirement. The resolution provides that the City of Redwood Falls will sponsor the \$1,898,489 Workforce Housing Development Program grant application. The grant award is structured as a 0% interest “deferred loan” to the City with no repayment obligation if the project maintains compliance with MN Housing program guidelines.

A motion was made by Council Member Smith and seconded by Council Member Buckley to waive the reading of Resolution No. 26 of 2024 – Authorization to Submit Grant Application to the Workforce Housing Development Program in Order to Obtain Funding From the Minnesota Housing Finance Agency. Motion passed by unanimous vote.

A motion was made by Council Member Arentson and seconded by Council Member Kerkhoff to approve Resolution No. 26 of 2024 – Authorization to Submit Grant Application to the Workforce Housing Development Program in Order to Obtain Funding From the Minnesota Housing Finance Agency. Motion passed by unanimous vote.

City Administrator Muetzel introduced Agenda Item 9I – Dump Truck Purchase Request.

Mr. Muetzel stated since 2022 City Staff has budgeted for the purchase of a replacement tandem dump truck. The 2024 budget for a replacement truck is \$220,000.00. The 2024 budget also includes \$60,000.00 for a Street Department pickup truck. City Staff has been looking to purchase a used dump truck but has been unsuccessful due to the current market and purchasing requirements. Any vehicle purchases over \$175,000.00 would require the City to follow a public bid process unless purchased through the State contract price program.

Mr. Muetzel stated Nuss Trucking & Equipment has a 2024 truck available for \$243,701.62 that qualifies for the State of MN contract pricing (State Contract #T-647-5). The pricing information from Nuss Trucking & Equipment was not available early enough to include in the packet. Due to the timing of the next Council meeting Staff didn't want to wait until May 7 to request approval of the purchase and risk losing the available truck. City Staff would also like to delay the purchase of a new pickup truck until 2025 and use the budgeted funds to purchase the dump truck which include the budgeted \$220,000.00 and a portion of the \$60,000.00 allocated for a pickup truck.

A motion was made by Council Member Smith and seconded by Council Member Arentson to approve the request to purchase a 2024 tandem dump truck from Nuss Truck & Equipment (State Contract #T-647-5) in the amount of \$243,701.62. Motion passed by unanimous vote.

Bills and Claims were presented to the Council for informational purposes. No questions, comments or concerns were raised.

There being no further business, a motion was made by Council Member Buckley and seconded by Council Member Kerkhoff to adjourn the meeting at 6:14 p.m. Motion passed by unanimous vote.

ATTEST:

Keith Muetzel
City Administrator

Tom Quackenbush
Mayor

MINUTES
LOCAL BOARD OF APPEAL AND EQUALIZATION
CITY OF REDWOOD FALLS, MINNESOTA
TUESDAY, APRIL 16, 2024

Pursuant to due call and notice thereof, the Local Board of Appeal & Equalization Meeting of the City of Redwood Falls was held in the Municipal Building Council Chambers on Tuesday, April 16, 2024, at 6:15 p.m.

Roll call indicated Council Members Denise Kerkhoff, Matt Smith, Larry Arentson, John Buckley, and Jim Sandgren were present. Also present were City Administrator Keith Muetzel, City Attorney Trenton Dammann, Deputy City Clerk Caitlin Kodet, County Assessor Jesse Jacobson, and City Property Appraiser Steve Elzenga.

County Assessor Jacobson certified there was a quorum with a trained member present.

Council President Buckley called the Local Board of Appeal & Equalization Meeting to order.

Brandon Paskewitz was present to address the Board regarding the value of his residence at 1221 S. Ramsey Street.

Brandon & Sarah Paskewitz
1221 S. Ramsey St.
88-749-0320

County Assessor Jacobson and City Property Appraiser Elzenga stated they will view the property and gather additional information prior to making a recommendation to the Board. The Board will need to reconvene to make a decision on Mr. Paskewitz's property.

No action taken.

County Assessor Jacobson received an inquiry from the property owner at 853 North Swain Street (88-029-3025) regarding the 2024 estimated market value. After further review, Redwood County staff is recommending no change.

Michael & Julia Salmon
853 N. Swain St.
88-029-3025

Michael & Julia Salmon were not present to discuss the request.

After board discussion, a motion was made by Council Member Kerkhoff and seconded by Council Member Smith to make no adjustment to the 2024 Estimated Market Value. Motion passed by unanimous vote.

County Assessor Jacobson received an inquiry from the property owner at 1791 E. Bridge Street (88-216-0080) regarding the 2024 estimated market value. After further review, Redwood County staff is recommending no change.

Jim & Colleen Audas
1791 E. Bridge St.
88-216-0080

Jim & Colleen Audas were not present to discuss the request.

After board discussion, a motion was made by Council Member Sandgren and seconded by Council Member Smith to make no adjustment to the 2024 Estimated Market Value, per the recommendation of the County Assessor. Motion passed by unanimous vote.

County Assessor Jacobson stated the State of Minnesota changed the residential homestead market value exclusion table for 2024. The exclusion reduces the taxable market value of qualifying homestead properties. By decreasing the taxable market value, net property taxes are also decreased. For homesteads valued at \$95,000 or less, the exclusion is 40% of the market value, creating a maximum exclusion of \$38,000. The exclusion is reduced as property values increase and phases out for homesteads valued at \$517,200 or more. Properties that are partial homesteads will have a reduced exclusion.

County Assessor Jacobson stated estimated market values are determined by using the sales that were included in the sales study dates of October 1, 2022, through September 30, 2023. Redwood County uses a Computer-Aided Mass Appraisal (CAMA) system. In the 2023 sales study, there were 60 residential sales and eight (8) commercial sales. Currently, there have been 26 residential sales in 2024. The median ratio for the current year is 94%. The state's acceptable level is 90-105 percent. There has been an overall property increase for Redwood Falls in 2023 of 3.40%. The 2023 Estimated Market Value changes were determined by the time trend, house grades, residential schedule change county wide, house schedules, land values, sales of properties, and direction from Department of Revenue.

County Assessor Jacobson requested a recess to review Mr. Paskewitz's property request.

A motion was made by Council Member Smith and seconded by Council Member Arentson to recess the meeting at 6:52 p.m. until Tuesday, April 30th at 5:00 p.m. Motion passed by unanimous vote.

ATTEST:

Keith Muetzel
City Administrator

John Buckley
Council President

MINUTES
 LOCAL BOARD OF APPEAL AND EQUALIZATION
 CITY OF REDWOOD FALLS, MINNESOTA
 TUESDAY, APRIL 30, 2024

Pursuant to due call and notice thereof, the Local Board of Appeal & Equalization Meeting of the City of Redwood Falls was held in the Municipal Building Council Chambers on Tuesday, April 30, 2024, at 5:00 p.m.

Roll call indicated Council Members Denise Kerkhoff, Matt Smith, Larry Arentson, and John Buckley were present. Council Member Jim Sandgren was absent. Also present were City Administrator Keith Muetzel, City Attorney Trenton Dammann, County Assessor Jesse Jacobson, and City Property Appraiser Steve Elzenga. Deputy City Clerk Caitlin Kodet was absent.

County Assessor Jacobson certified there was a quorum with a trained member present.

Council President Buckley called the Local Board of Appeal & Equalization Meeting to order.

At the Local Board of Appeal and Equalization meeting held on Tuesday, April 30, 2024, the Board received an inquiry from Brandon Paskewitz regarding the valuation of his property located at 1221 S. Ramsey Street. After viewing the property, the Redwood County Assessor's Office recommends reducing the grade of the home from 7.5 to 6.5 which reduces the estimated market value of the building value from \$450,500 to \$402,000.

Brandon Paskewitz was not present to discuss the request.

Brandon & Sarah Paskewitz
 1221 S. Ramsey St.
 88-749-0320

2024 EMV =	\$450,500
2024 Recommendation =	\$402,000

After board discussion, a motion was made by Council Member Kerkhoff and seconded by Council Member Smith to adjust the 2024 Estimated Market Value from \$450,500 to \$402,000, per the recommendation of the County Assessor. Motion passed by unanimous vote.

A motion was made by Council Member Smith and seconded by Council Member Arentson to adjourn the meeting at 5:04 p.m. Motion passed by unanimous vote.

ATTEST:

Keith Muetzel
 City Administrator

John Buckley
 Council President

Redwood Falls 2023 Drinking Water Report

Making Safe Drinking Water

Your drinking water comes from a groundwater source: five wells ranging from 94 to 268 feet deep, that draw water from the Quaternary Buried Artesian aquifer.

Redwood Falls works hard to provide you with safe and reliable drinking water that meets federal and state water quality requirements. The purpose of this report is to provide you with information on your drinking water and how to protect our precious water resources.

Contact Tom Stough, Water/Wastewater Supt., at tstough@ci.redwood-falls.mn.us if you have questions about Redwood Falls's drinking water. You can also ask for information about how you can take part in decisions that may affect water quality.

The U.S. Environmental Protection Agency sets safe drinking water standards. These standards limit the amounts of specific contaminants allowed in drinking water. This ensures that tap water is safe to drink for most people. The U.S. Food and Drug Administration regulates the amount of certain contaminants in bottled water. Bottled water must provide the same public health protection as public tap water.

Drinking water, including bottled water, may reasonably be expected to contain at least small amounts of some contaminants. The presence of contaminants does not necessarily indicate that water poses a health risk. More information about contaminants and potential health effects can be obtained by calling the Environmental Protection Agency's Safe Drinking Water Hotline at 1-800-426-4791.

Redwood Falls Monitoring Results

This report contains our monitoring results from January 1 to December 31, 2023.

We work with the Minnesota Department of Health to test drinking water for more than 100 contaminants. It is not unusual to detect contaminants in small amounts. No water supply is ever completely free of contaminants. Drinking water standards protect Minnesotans from substances that may be harmful to their health.

Learn more by visiting the Minnesota Department of Health's webpage [Basics of Monitoring and testing of Drinking Water in Minnesota](https://www.health.state.mn.us/communities/environment/water/factsheet/sampling.html) (<https://www.health.state.mn.us/communities/environment/water/factsheet/sampling.html>).

How to Read the Water Quality Data Tables

The tables below show the contaminants we found last year or the most recent time we sampled for that contaminant. They also show the levels of those contaminants and the Environmental Protection Agency's limits. Substances that we tested for but did not find are not included in the tables.

We sample for some contaminants less than once a year because their levels in water are not expected to change from year to year. If we found any of these contaminants the last time we sampled for them, we included them in the tables below with the detection date.

We may have done additional monitoring for contaminants that are not included in the Safe Drinking Water Act. To request a copy of these results, call the Minnesota Department of Health at 651-201-4700 between 8:00 a.m. and 4:30 p.m., Monday through Friday.

Some contaminants are monitored regularly throughout the year, and rolling (or moving) annual averages are used to manage compliance. Because of this averaging, there are times where the Range of Detected Test Results for the calendar year is lower than the Highest Average or Highest Single Test Result, because it occurred in the previous calendar year.

Definitions

- **AL (Action Level):** The concentration of a contaminant which, if exceeded, triggers treatment or other requirements which a water system must follow.
- **EPA:** Environmental Protection Agency
- **MCL (Maximum contaminant level):** The highest level of a contaminant that is allowed in drinking water. MCLs are set as close to the MCLGs as feasible using the best available treatment technology.
- **MCLG (Maximum contaminant level goal):** The level of a contaminant in drinking water below which there is no known or expected risk to health. MCLGs allow for a margin of safety.
- **MRDL (Maximum residual disinfectant level):** The highest level of a disinfectant allowed in drinking water. There is convincing evidence that addition of a disinfectant is necessary for control of microbial contaminants.
- **MRDLG (Maximum residual disinfectant level goal):** The level of a drinking water disinfectant below which there is no known or expected risk to health. MRDLGs do not reflect the benefits of the use of disinfectants to control microbial contaminants.
- **N/A (Not applicable):** Does not apply.
- **pCi/l (picocuries per liter):** A measure of radioactivity.
- **ppt (parts per trillion):** One part per trillion is like one drop in one trillion drops of water, or about one drop in an Olympic sized swimming pool. ppt is the same as nanograms per liter (ng/l).
- **ppb (parts per billion):** One part per billion in water is like one drop in one billion drops of water, or about one drop in a swimming pool. ppb is the same as micrograms per liter (µg/l).
- **ppm (parts per million):** One part per million is like one drop in one million drops of water, or about one cup in a swimming pool. ppm is the same as milligrams per liter (mg/l).
- **PWSID:** Public water system identification.

Monitoring Results – Regulated Substances

LEAD AND COPPER – Tested at customer taps.

Contaminant (Date, if sampled in previous year)	EPA's Ideal Goal (MCLG)	EPA's Action Level	90% of Results Were Less Than	Number of Homes with High Levels	Violation	Typical Sources
Lead (08/18/22)	0 ppb	90% of homes less than 15 ppb	3.82 ppb	0 out of 20	NO	Corrosion of household plumbing.
Copper (08/18/22)	0 ppm	90% of homes less than 1.3 ppm	0.72 ppm	1 out of 20	NO	Corrosion of household plumbing.

INORGANIC & ORGANIC CONTAMINANTS – Tested in drinking water.

Contaminant (Date, if sampled in previous year)	EPA's Ideal Goal (MCLG)	EPA's Limit (MCL)	Highest Average or Highest Single Test Result	Range of Detected Test Results	Violation	Typical Sources
Nitrate	10 ppm	10.4 ppm	0.6 ppm	N/A	NO	Runoff from fertilizer use; Leaching from septic tanks, sewage; Erosion of natural deposits.
Combined Radium	0 pCi/l	5.4 pCi/l	0.4 pCi/l	N/A	NO	Erosion of natural deposits.

CONTAMINANTS RELATED TO DISINFECTION – Tested in drinking water.

Substance (Date, if sampled in previous year)	EPA's Ideal Goal (MCLG or MRDLG)	EPA's Limit (MCL or MRDL)	Highest Average or Highest Single Test Result	Range of Detected Test Results	Violation	Typical Sources
Total Trihalomethanes (TTHMs)	N/A	80 ppb	23.1 ppb	N/A	NO	By-product of drinking water disinfection.
Total Chlorine	4.0 ppm	4.0 ppm	0.3 ppm	0.16 - 0.45 ppm	NO	Water additive used to control microbes.

OTHER SUBSTANCES – Tested in drinking water.

Substance (Date, if sampled in previous year)	EPA's Ideal Goal (MCLG)	EPA's Limit (MCL)	Highest Average or Highest Single Test Result	Range of Detected Test Results	Violation	Typical Sources
Fluoride	4.0 ppm	4.0 ppm	0.54 ppm	0.45 - 0.48 ppm	NO	Erosion of natural deposits; Water additive to promote strong teeth.

Potential Health Effects and Corrective Actions (If Applicable)

Fluoride: If your drinking water fluoride levels are below the optimal concentration range of 0.5 to 0.9 ppm, please talk with your dentist about how you can protect your teeth and your family's teeth from tooth decay and cavities. For more information, visit: MDH Drinking Water Fluoridation (<https://www.health.state.mn.us/communities/environment/water/com/fluoride.html>).

Some People Are More Vulnerable to Contaminants in Drinking Water

Some people may be more vulnerable to contaminants in drinking water than the general population. Immuno-compromised persons such as persons with cancer undergoing chemotherapy, persons who have undergone organ transplants, people with HIV/AIDS or other immune system disorders, some elderly, and infants can be particularly at risk from infections. The developing fetus and therefore pregnant women may also be more vulnerable to contaminants in drinking water. These people or their caregivers should seek advice about drinking water from their health care providers. EPA/Centers for Disease Control (CDC)

guidelines on appropriate means to lessen the risk of infection by *Cryptosporidium* and other microbial contaminants are available from the Safe Drinking Water Hotline at 1-800-426-4791.

Learn More about Your Drinking Water

Drinking Water Sources

Groundwater supplies 75 percent of Minnesota's drinking water, and is found in aquifers beneath the surface of the land. Surface water supplies 25 percent of Minnesota's drinking water, and is the water in lakes, rivers, and streams above the surface of the land..

Contaminants can get in drinking water sources from the natural environment and from people's daily activities. There are five main types of contaminants in drinking water sources.

- **Microbial contaminants**, such as viruses, bacteria, and parasites. Sources include sewage treatment plants, septic systems, agricultural livestock operations, pets, and wildlife.
- **Inorganic contaminants** include salts and metals from natural sources (e.g. rock and soil), oil and gas production, mining and farming operations, urban stormwater runoff, and wastewater discharges.
- **Pesticides and herbicides** are chemicals used to reduce or kill unwanted plants and pests. Sources include agriculture, urban stormwater runoff, and commercial and residential properties.
- **Organic chemical contaminants** include synthetic and volatile organic compounds. Sources include industrial processes and petroleum production, gas stations, urban stormwater runoff, and septic systems.
- **Radioactive contaminants** such as radium, thorium, and uranium isotopes come from natural sources (e.g. radon gas from soils and rock), mining operations, and oil and gas production.

The Minnesota Department of Health provides information about your drinking water source(s) in a source water assessment, including:

- How Redwood Falls is protecting your drinking water source(s);
- Nearby threats to your drinking water sources;
- How easily water and pollution can move from the surface of the land into drinking water sources, based on natural geology and the way wells are constructed.

Find your source water assessment at [Source Water Assessments](https://www.health.state.mn.us/communities/environment/water/swp/swa) (<https://www.health.state.mn.us/communities/environment/water/swp/swa>) or call 651-201-4700 between 8:00 a.m. and 4:30 p.m., Monday through Friday.

Lead in Drinking Water

You may be in contact with lead through paint, water, dust, soil, food, hobbies, or your job. Coming in contact with lead can cause serious health problems for everyone. There is no safe level of lead. Babies, children under six years, and pregnant women are at the highest risk.

Lead is rarely in a drinking water source, but it can get in your drinking water as it passes through lead service lines and your household plumbing system. Redwood Falls is responsible for providing high quality drinking water, but it cannot control the plumbing materials used in private buildings.

Read below to learn how you can protect yourself from lead in drinking water.

1. **Let the water run** for 30-60 seconds before using it for drinking or cooking if the water has not been turned on in over six hours. If you have a lead service line, you may need to let the water run longer. A service line is the underground pipe that brings water from the main water pipe under the street to your home.
 - You can find out if you have a lead service line by contacting your public water system, or you can check by following the steps at: <https://www.mprnews.org/story/2016/06/24/npr-find-lead-pipes-in-your-home>
 - The only way to know if lead has been reduced by letting it run is to check with a test. If letting the water run does not reduce lead, consider other options to reduce your exposure.
2. **Use cold water** for drinking, making food, and making baby formula. Hot water releases more lead from pipes than cold water.
3. **Test your water.** In most cases, letting the water run and using cold water for drinking and cooking should keep lead levels low in your drinking water. If you are still concerned about lead, arrange with a laboratory to test your tap water. Testing your water is important if young children or pregnant women drink your tap water.
 - Contact a Minnesota Department of Health accredited laboratory to get a sample container and instructions on how to submit a sample:
[Environmental Laboratory Accreditation Program](https://eldo.web.health.state.mn.us/public/accreditedlabs/labsearch.seam)
<https://eldo.web.health.state.mn.us/public/accreditedlabs/labsearch.seam>
 The Minnesota Department of Health can help you understand your test results.
4. **Treat your water** if a test shows your water has high levels of lead after you let the water run.
 - Read about water treatment units:
[Point-of-Use Water Treatment Units for Lead Reduction](https://www.health.state.mn.us/communities/environment/water/factsheet/poulead.html)
<https://www.health.state.mn.us/communities/environment/water/factsheet/poulead.html>

Learn more:

- Visit [Lead in Drinking Water](https://www.health.state.mn.us/communities/environment/water/contaminants/lead.html)
<https://www.health.state.mn.us/communities/environment/water/contaminants/lead.html>
- Visit [Basic Information about Lead in Drinking Water](http://www.epa.gov/safewater/lead) (<http://www.epa.gov/safewater/lead>)
- Call the EPA Safe Drinking Water Hotline at 1-800-426-4791. To learn about how to reduce your contact with lead from sources other than your drinking water, visit [Lead Poisoning Prevention: Common Sources](https://www.health.state.mn.us/communities/environment/lead/sources.html) (<https://www.health.state.mn.us/communities/environment/lead/sources.html>).

Water systems have ongoing infrastructure, operations and maintenance costs in supplying safe drinking water, and many are implementing additional efforts to help insure health equity and manageable water bills with:

- Turn the faucet off while brushing teeth.
 - Shower instead of bathing to reduce water use.
 - Fix running toilets by replacing flapper valves.
 - Run full loads of laundry and use a minimal water use setting.
-
- Our water system partners with others to help consumers with limited resources make payments to their water bills.
 - Contact us to learn more.



Jason Halvorson
Public Utilities Superintendent
Phone: 507-616-7490
Cell: 507-430-2114
jhalvorson@ci.redwood-falls.mn.us

AGENDA RECOMMENDATION

Meeting Date: May 7, 2024

Agenda Item: Approve Purchase of 22,000 FT of 15 KV URD Primary Wire from Border States for \$87,458.14 and to Approve Purchase of 5,500 FT of 15 KV URD Primary Wire from RESCO

Recommendation/Action Requested: Public Utilities Staff Recommends Approval

Summary/Overview: Quotes were received for 22,000 feet of 1/0 STR Alum 15 KV Underground Wire to be used during the summer construction season and replenishing our current stock. Border States was the low bidder. The price of \$3,975.37 per 1000 feet. With a Lead time of August or November.

With the lead time on this wire Staff recommends purchasing an additional 5,500 FT of 15 KV URD Wire from RESCO which is currently in stock. The price of \$4,170 per 1000 feet

If nothing changes the total cost of the wire will be \$93,908.18 including tax and delivered to Redwood Falls from Border States and \$24,626.46 including tax and delivered to Redwood Falls from RESCO.

Attachments: Irby Quote
RESCO Quote
Border States Quote



Quote

Border States - SFL
1100 North Career Ave
SIOUX FALLS SD 57107
Phone: 605-331-4454

Quote: 27492533
Sold-To Acct #: 5141
Valid From: 04/23/2024 To: 04/30/2024
PO No: 1/0 Primary
Payment Terms: NET 25TH PROX (31)

Created By: Kristian Wulff
Tel No: 605-336-5703
Fax No:

REDWOOD FALLS PUBLIC UTILITIES
PO Box 526
REDWOOD FALLS MN 56283-0526

Inco Terms:
FOB ORIGIN

Taxes, if applicable, are not included.

Ship-to:
REDWOOD FALLS PUBLIC UTILITIES
511 E TIN ST
REDWOOD FALLS MN 56283

Cust Item	Item	Material MFG - Description	Quantity	Price Per	UoM	Value
	000010	- 20127245 1/C 1/0 220MIL EPR 16-#14 C/N 1/C 1/0 AWG CLASS B CPRS STRANDSEAL@AL, 220 MIL EPR, 16-#14 AWG CU C/N, 45MIL ENCAP LLDPE JACKET, 3RS, SFM, NESCLBS. 15KV/133%. EMPOWR@ DOUBLESEAL@AEIC CS8; ICEA S-94-649; RUS 1728-U1 ALLOCATION IN AUGUST AND NOVEMBER	22,000 FT	3,975.37 / 1,000 1 FT= 1	FT EA	87,458.14
Total Value						87,458.14

To access Border States Terms and Conditions of Sale, please go to
<https://www.borderstates.com>

Shipping and handling fees in this quote are an estimate only and will
be finalized at the time of invoice.

All clerical errors contained herein are subject to correction. In the event of any cost or price increases from manufacturers or other suppliers, caused by, but not limited to, currency fluctuations, raw material or labor prices, fuel or transportation cost increases, and any import tariffs, taxes, fees, or surcharges, Border States reserves the exclusive right to change its pricing at the time of shipping and will provide notice of any such change to its customers prior to costs being incurred.



Rural Electric Supply Cooperative
 4100 30th Avenue South
 Moorhead, MN 56560
 218-233-1596

QUOTATION

Order Number	
1024141	
Order Date	Page
04/23/2024	1 of 1
Customer PO Number	

Quote Expires On: 05/23/2024

Bill To:

REDWOOD FALLS, CITY OF ELECTRIC DEP
 PO BOX 526
 500 EAST TIN STREET
 REDWOOD FALLS, MN 56283
 507-616-7400

Ship To:

REDWOOD FALLS, CITY OF ELECTRIC DEP
 500 EAST TIN STREET
 REDWOOD FALLS, MN 56283

Requested By: JASON HALVORSON

Customer Number	Freight Terms	Quote Expiration Date	CSR
13819	FREIGHT ALLOWED	05/23/2024	RACHELE.RUHL

Line #	Item ID Item Description	Ship Location	Quantities		Unit Price	Extended Price
			Ordered	UOM		
1	111F15-C1200 <i>Kerite wire</i> EPR 1/0STR.220AL FN 16#14 3RSJKT 2750	RESCO - Elkhart	22,000	FT	4.17000	91,740.00

Total Lines: 1

SUB-TOTAL: 91,740.00
TAX: 6,765.83
AMOUNT DUE: 98,505.83
U.S. Dollars



STUART C IRBY BR673 BURNSVILLE
 12501 DUPONT AVE SOUTH
 BURNSVILLE MN 55337
 763-588-0545

Quotation

QUOTE DATE	ORDER NUMBER
04/19/24	S013935103
REMIT TO: STUART C IRBY CO POST OFFICE BOX 741901 ATLANTA GA 30384-1001	PAGE NO. 1

SOLD TO:
 REDWOOD FALLS PUBLIC UTILITIES COMM
 PO BOX 526
 REDWOOD FALLS, MN 56283-0526

SHIP TO:
 REDWOOD FALLS PUBLIC UTILITIES CO
 500 EAST TIN STREET
 REDWOOD FALLS, MN 56283-2234

ORDERED BY: JASON HALVORSON

CUSTOMER NUMBER		CUSTOMER ORDER NUMBER		JOB/RELEASE NUMBER		OUTSIDE SALESPERSON	
115719						Troy E Deal	
INSIDE SALESPERSON			REQD DATE	FRGHT ALLND	SHIP VIA		
Brian D John			04/19/24	Yes	BW BEST-WAY		
ORDER QTY	SHIP QTY	LINE	DESCRIPTION			Prc/UOM	Ext Amt
22000FT		1	*OKON 163-23-3072 1/0-19X AL F/S 220M EPR 15KV 16X14 2750' (+/-) *** IN STOCK			4570.000M	100540.00

*** This is a quotation ***

Prices firm for acceptance within 30 days with the exception of commodity prices which are subject to change daily. Quotation is void if changed. Complete quote must be used unless authorized in writing.

Subtotal	100540.00
S&H CHGS	0.00
Sales Tax	7414.83
TOTAL	107954.83

OUR PRODUCT AND SERVICES ARE SUBJECT TO, AND GOVERNED EXCLUSIVELY BY, OUR TERMS AND CONDITIONS OF SALE, WHICH ARE INCORPORATED HEREIN AND AVAILABLE AT www.irbyutilities.com/terms. ADDITIONAL OR CONFLICTING TERMS ARE REJECTED, VOID AND OF NO FORCE OR EFFECT.

** Reprint ** Reprint ** Reprint **

Meeting Date: May 7, 2024

AGENDA RECOMMENDATION

Agenda Item: Declare Electric Department Equipment as Surplus Property and Authorize Sale

Recommendation/Action Requested: Staff recommends declaring the following electric department equipment as surplus property and authorizing sale to the City of Madison.

(3) PMH-9 Pad Mounted Switches

Attachments: City of Madison Purchase Order



CITY OF MADISON

116 W Center St
Madison, SD 57042
PH: (605) 256-7500
FAX: (605) 256-7511

PURCHASE ORDER

PO Number: 230142
Requisition #: 230142

Date: 04/29/2024
Vendor #: 006158

ISSUED TO: CITY OF REDWOOD FALLS
PO BOX 526
REDWOOD FALLS, MN 56283-

SHIP TO: CITY OF MADISON
Attn:MUNICIPAL UTILITIES
435 S HIGHLAND AVE
MADISON, SD 57042

ITEM	UNITS DESCRIPTION	GL ACCT #	PROJ ACCT #	PRICE	AMOUNT
1	1 [E-G3005-PMH9] Switch - PMH-9 [2 & 2] Catalog #55152R4-G7P1 Model number PMH-9 Serial number 662-17-01097 Manufacture date 12/17	603-4342-43080		10,000.00	10,000.00
2	1 [E-G3005-PMH9] Switch - PMH-9 [2 & 2] Catalog #55152R4-G7P1 Model number PMH-9 Serial number 662-17-01110 Manufacture date of 12/17	603-4342-43080		10,000.00	10,000.00
3	1 [E-G3005-PMH9] Switch - PMH-9 [2 & 2] Catalog #55152R4-G7P1 Model number PMH-9 Serial number 662-17-00570 Manufacture date of 10/17	603-4342-43080		8,000.00	8,000.00

SUBTOTAL:	28,000.00
TOTAL TAX:	0.00
SHIPPING:	0.00
TOTAL	28,000.00

Ordered By: TESS NELSON

Amy L. Sad, Finance Officer

1. Payment may be expected within 30 days of receipt of goods and invoice.
2. Purchase Order numbers must appear on all shipping containers, packing slips and invoices. Failure to comply with the above request may delay payment.
3. All goods are to be shipped F.O.B. Destination unless otherwise stated.
4. All materials and services are subject to approval based on the description on the face of the purchase order or appendages thereof. Substitutions are not permitted without approval of the Requesting Department. Material not approved will be returned at no cost to the City.
5. Vendor or manufacturer bears risk of loss or damage until property received and/or installed.
6. The City is exempt from all federal excise and state tax – ID# 466000272

Tess Nelson: 605-427-1926

Meeting Date: May 7, 2024

AGENDA RECOMMENDATION

Agenda Item: Declare Police Department Equipment as Surplus Property

Recommendation/Action Requested: Staff recommends declaring the following police department equipment as surplus property.

(18) Axon Taser X-2 Electronic Control Weapons.

The police department intends to retain four of the surplus Tasers for training purposes, seven will be sold to the Redwood County Sheriff's Department for \$250 each, and seven are being returned to Axon per our equipment purchase/replacement agreement.

Attachments: None

AGENDA MEMO

Meeting Date: May 7, 2024

Agenda Item: Ordinance No. 90, Fourth Series – An Ordinance Adopting the 2014 Unified Development Ordinance with Amendments as Provided in §14.02 of the Redwood Falls City Code.

Recommendation/Action Requested: The proposed ordinance was introduced at the April 16, 2024, City Council Meeting. At tonight's meeting, staff is requesting Council approve the ordinance by motion and roll call vote in accordance with Chapter 4 of the City Charter.

Summary/Overview: Staff is proposing changes to the Unified Development Ordinance (UDO). The current UDO was approved in 2014 and recently City Staff has identified a few areas that need to be updated. Included in the packet is Ordinance No. 90, Fourth Series, which details all the proposed changes to the UDO. The wording that is proposed to be removed is shown as strikethrough text and the remaining text is the added suggestions. Provided below is a summary of the significant changes being proposed.

The first proposed change in Section 7.18 - Residential Accessory Buildings, modifies Table 7.1 and allows for increased accessory structure square footage based on the size of the lot. The setback requirements and total lot coverage requirements will remain the same. With the addition of 1 acre and 1.5 acre lots in the Reflection Prairie subdivision, staff feels it is important to allow for larger accessory buildings where residents have the space available.

The second proposed change is in Section 7.20 - Private Swimming Pools. The only requested change is to remove the wording, "and have a have a capacity of 1,000 gallons or more." It is difficult for Staff to know the total number of gallons a pool can hold based on a site inspection. For better enforcement, Staff is requesting to remove that requirement and allow for enforcement of private pools when they are capable of holding water at a depth of more than 24". This change also harmonizes the UDO with pool regulations found in the current property maintenance code.

The final proposed change is to Section 7.24 Solar Energy Systems. Due to changes and advancements with solar energy systems since 2014, and the complexity of the section, Staff is proposing to remove all of Section 7.24 except subdivision (A) and replace it with new language for the entire section. Staff feel the new language and layout of the revised section better fits the current standards for solar energy systems. The most significant change is the removal of the Conditional Use Permit requirement for all rooftop solar systems over 120 sq. ft. All rooftop mounted systems would be allowed so long as they meet the required standards and approval process. All solar energy systems would still require a building permit and approval from the Building Official as well as approval from the Public Utilities Department. A conditional use permit would still be required for ground mounted solar energy systems.

On April 9, 2024, a public hearing was held by the Planning Commission to discuss Ordinance No. 90, Fourth Series. After the hearing, the Planning Commission recommended approval of Ordinance No. 90 with two amendments to Table 7.1, increasing the maximum height allowed from 16 feet to 20 feet for detached

accessory structures in R1 and R2 Zones on parcel sizes of 1 acre or greater. The remainder of the text within 7.18 was added to the Ordinance, with renumbering to correct a previous typo. Titles have been added to Sections 1 through 5 for easier use in summary publication, Findings were added in Section 2, and Section 8 was modified to ensure that Chapter 15 remains reserved.

State law requires that all ordinances adopted be published prior to becoming effective. As Council is aware, Ordinance No. 90, Fourth Series is lengthy and authorizes a change to Table 7.1 located in Section 7.18 of the Unified Development Ordinance. However, Minnesota Statutes, Section 412.191, subd. 4, allows publication by title and summary in the case of lengthy ordinances or those containing charts or maps. Staff have prepared Resolution No. 27 of 2024 and Exhibit A, which contains the summary of Ordinance No. 90 for publication.

Attachment: Ordinance No. 90, Fourth Series

ORDINANCE NO. 90, FOURTH SERIES

**AN ORDINANCE ADOPTING THE 2014 UNIFIED DEVELOPMENT
ORDINANCE WITH AMENDMENTS AS PROVIDED IN §14.02 OF THE
REDWOOD FALLS CITY CODE**

THE CITY COUNCIL OF REDWOOD FALLS DOES ORDAIN:

SECTION 1. PURPOSE. Pursuant to State Statute §462.357 which enables cities to enact land use plans through zoning ordinances, a certain document, one (1) copy of which is on file in the office of the City Administrator of the City of Redwood Falls, being marked and designated as the Unified Development Ordinance, 2014 Edition, was adopted, after public hearing, as the Unified Development Ordinance of the City of Redwood Falls, State of Minnesota by Ordinance No. 44, Fourth Series, on November 7, 2014 by the City Council of Redwood Falls. The Unified Development Ordinance of the City of Redwood Falls, State of Minnesota, was adopted for regulating and governing zoning ordinances for the purpose of promoting public health, safety and the general welfare; for the future layout and landscape of the City for years to come; for the development or preservation of open space; for the redevelopment and revival of existing properties; and to develop future plans for harmonious and healthy land use patterns that are consistent with the goals of the City's Comprehensive Plan.

That Ordinance No. 69, Fourth Series, adopted on April 6, 2021, purportedly repealed Ordinance No. 44, Fourth Series, however, no public hearing was held prior to the adoption of Ordinance No. 69, Fourth Series and the intent of the Council in adopting Ordinance No. 69, Fourth Series in conjunction with the adoption of Ordinance No. 70, Fourth Series (also adopted on April 6, 2021) was not to repeal or amend the Unified Development Ordinance of the City of Redwood Falls but rather to relocate the Unified Development Ordinance within the City Code of Ordinances from Chapters 11 and 12 to Chapters 14 and 15.

That the Unified Development Ordinance, 2014 Edition, shall continue and remain adopted as the Unified Development Ordinance of the City of Redwood Falls, State of Minnesota, replacing the entirety of Chapters 14 and 15 of the City Code of Ordinances.

That the Unified Development Ordinance, 2014 Edition shall remain on file in the office of the City Administrator of the City of Redwood Falls, is hereby referred to, adopted, and made a part hereof, as if fully set out in this ordinance with amendments as noted below.

SECTION 2. That after a public hearing and review of all the evidence pertaining to the request to amend the Unified Development Ordinance, 2014 Edition, as referenced in Section 7, the City Council of the City of Redwood Falls makes the following:

FINDINGS OF FACT

1. The amendments are consistent with the applicable policies of the City's Comprehensive and Land Use Plan.

2. The amendments do not purpose to change the zoning classification of a particular property.
3. The amendments are in the best interest of the public as they promote orderly development and are not solely for the benefit of a single property owner.

SECTION 3. CONFLICT AND REPEAL. That any and all ordinances or parts of ordinances in conflict herewith are hereby repealed.

SECTION 4. SEVERABILITY. That if any section, subsection, sentence, clause or phrase of this ordinance is, for any reason, held to be unconstitutional, such decision shall not affect the validity of the remaining portions of this ordinance. The Redwood Falls City Council hereby declares that it would have passed this ordinance, and each section, subsection, clause or phrase thereof irrespective of the fact that anyone or more sections, subsections, sentences, clauses and phrases be declared unconstitutional.

SECTION 5. APPLICATION. That nothing in this ordinance or in the Unified Development Ordinance hereby adopted shall be construed to affect any suit or proceeding impending in any court, or any rights acquired, or liability incurred, or any cause or causes of action acquired or existing, under any act or ordinance hereby repealed as cited in Section 3 of this ordinance; nor shall any just or legal right or remedy of any character be lost, impaired or affected by this ordinance.

SECTION 6. That Chapter 14, Section 14.01 of the Redwood Falls City Code continue to read as follows:

"SEC. 14.01. UNIFIED DEVELOPMENT ORDINANCE. The Unified Development Ordinance, 2014 Edition, is hereby adopted by reference as though set forth verbatim herein. One copy of said Code shall be marked CITY OF REDWOOD FALLS-OFFICIAL COPY and kept on file in the office of the City Administrator and open to inspection and use by the public."

SECTION 7. That Chapter 14, §14.02 of the Redwood Falls City Code be amended to read as follows:

~~SEC. 14.02 [RESERVED]~~

"SEC. 14.02. AMENDMENTS TO THE UNIFIED DEVELOPMENT ORDINANCE. *The Unified Development Ordinance, 2014 Edition, as adopted on November 7, 2014, and April 6, 2021, by reference as though set forth verbatim in §14.01, is hereby amended to read as follows:*

1. **Section 7.18 Residential Accessory Buildings**

(A) In general. In all residential districts, the design and construction of any garage, carport, or storage building shall be similar to or compatible with the design and construction of the principal building. All new single family residential construction, whether attached or detached units, shall require the construction of at least a single stall garage. In no case shall a single family use, where detached or attached, with a garage be permitted to eliminate the garage or to provide less than a one stall garage on the property, either through conversion, demolition or other means of destruction.

(B) Attached structures. An accessory structure shall be considered attached, and an integral part of, the principal structure when it is connected by an enclosed passageway. Such structures shall be subject to the following requirements:

- (1) The structure shall meet the required setbacks for a principal structure, as established for the zoning district in which it is located.*
- (2) In no case shall the total floor area of an attached garage, carport, or other accessory structure exceed the ground floor area of the principal building located on the same lot.*
- (3) The structure shall not exceed the height of the principal building to which it is attached.*

(C) Detached structures. Up to two detached accessory structures shall be permitted on a residential property in accordance with the requirements as follows:

- (1) Detached accessory structures shall be comprised of a shed and/or garage, you shall be allowed to have two sheds, but not permitted to have two detached accessory structures which are considered garages.*
- (2) Detached accessory structures shall be located to the side or rear of the principal building, and are not permitted within the front yard or within a corner side yard. When such structure is located in a side yard, the required setback shall be the same as that for the principal structure.*
- (3) Detached accessory structures located completely behind the rear plane of the home shall be allowed to reduce the side yard setback to five (5) feet, instead of the required side yard setback designated by the zoning district. These structures are still required to maintain the distance between structures as outlined in table 7.1.*
- (4) Exterior materials and finish must match or compliment the exterior finish of the principal structure in material, color, and texture. Structures with a corrugated metal exterior finish shall not be permitted, unless they match the color of the primary structure and are well maintained.*

- (5) *Garages, when accessed from and situated perpendicular to a public alley, shall maintain a setback of at least five (5) feet from said alley right-of-way and five (5) feet from rear side yard.*
- (7)(6) *Maximum lot coverage for detached structures is regulated under Section 11.13. For those properties that are exempted under Section 11.13 no more than thirty (30) percent of the rear yard area may be covered by accessory structures.*
- (8)(7) *Distance between structures shall be measured from wall to wall.*

Table 7.1 Requirements for detached accessory structure in residential districts

<i>Use</i>	<i>R-1 or R-2</i>	<i>Other Multi-Family residential use</i>	<i>Permitted non-residential use</i>
<i>Number of Structures Allowed</i>	<i>2</i>	<i>2</i>	<i>2</i>
<i>Maximum size—Detached Garage</i>	<i>864 sq. ft.</i>	<i>300 sq. ft./unit</i>	<i>1,000 sq. ft.</i>
<i>Maximum size—Shed</i>	<i>120 sq. ft.</i>	<i>250 sq. ft.</i>	<i>250 sq. ft.</i>
<i>Maximum height</i>	<i>16 feet</i>	<i>16 feet</i>	<i>20 feet</i>
<i>Required Setbacks</i>			
— <i>Side</i>	<i>8 feet*</i>	<i>15 feet</i>	<i>15 feet</i>
— <i>Rear</i>	<i>5 feet</i>	<i>15 feet</i>	<i>15 feet</i>
— <i>Between Structures</i>	<i>8 feet</i>	<i>10 feet</i>	<i>10 feet</i>

*See number 7.18(c)(3)

Table 7.1 Requirements for detached accessory structures in residential districts

<i>Use</i>	<i>R-1 or R-2</i>			<i>Other Multi-Family residential use</i>	<i>Permitted non-residential use</i>
	<i>Under 1 Acre</i>	<i>1 – 2 Acres</i>	<i>2+ Acres</i>		
<i>Land Area</i>					
<i>Number of Structures Allowed</i>	<i>2</i>	<i>2</i>	<i>2</i>	<i>2</i>	<i>2</i>
<i>Maximum Combined Sq. Footage</i>	<i>1000 sq. ft.</i>	<i>2000 sq. ft.</i>	<i>3000 sq. ft.</i>	<i>300 sq. ft./unit</i>	<i>1000 sq. ft.</i>
<i>Maximum size - Shed</i>	<i>120 sq. ft.</i>			<i>250 sq. ft.</i>	<i>250 sq. ft.</i>

Maximum height	16 feet	20 feet	20 feet	16 feet	20 feet
Required Setbacks					
Side	8 feet*	8 feet*	8 feet*	15 feet	15 feet
Rear	5 feet	5 feet	5 feet	15 feet	15 feet
Between Structures	8 feet	8 feet	8 feet	10 feet	10 feet

*See number 7.18(c)(3)

2. Section 7.20 Private Swimming Pools

All private swimming pools, both above the ground and in the ground, that are capable of holding water at a depth of more than 24" ~~and have a capacity of 1,000 gallons or more,~~ are subject to the following standards:

(A) The pool is not operated as a business or private club, except when allowed as a permitted home occupation.

(B) The pool, including any related walks, paved areas, or other structures, shall not be located in a front yard, and must be set back at least five (5) feet from any property line.

(C) The pool, or the rear yard, or the entire property, shall be enclosed by a wall or fence or combination thereof which is at least four (4) feet in height, with a self-closing gate capable of being secured with a lock so as to prevent uncontrolled access by children from the street or adjacent properties. Any exterior release mechanism shall not be located less than 45 inches from grade. A cover capable of being locked, but not easily penetrated, when the subject is not in use may be substituted for fencing.

(D) If the only access to a pool is through a principal or accessory structure, all points of access shall be made lockable.

(E) Required fencing shall be of durable wood, chain linked, masonry, or metal, and shall be so designed as to discourage climbing. Building walls may contribute to enclosure requirements.

(F) In the case of aboveground pools, sides that are vertical or slanted outward may contribute to required fencing, provided all points of access are controlled to prevent access by children, including the removal of all ladders and/or stairs whenever the pool is not in use. A cover capable of being locked, but not easily penetrated, when the subject is not in use may be substituted for fencing.

(G) Hot tubs or spas with approved locking safety covers meeting industry standards shall be exempt from the fencing requirements, provided the cover is locked at all times during periods of non-use.

(H) Existing pools, as defined by this ordinance, shall comply with all provisions of this ordinance within one year of the effective date of this ordinance.

2. Section 7.24 Solar Energy Systems

(A) Purpose. This section is established for the purpose of providing for the appropriate location and development of solar energy systems which are often needed to serve the residents and businesses within the City, to reduce potential negative visual impacts of such facilities, to maximize the use of existing towers and structures, and to provide restrictions which do not conflict with any federal statute or FCC rule or regulation. Towers and antennae provided for use by a Municipality shall be exempt from the regulations identified in this section.

~~(B) General Provisions. Solar energy systems shall be permitted in all zoning districts. A property is permitted to have up to four (4) square feet of solar panels before the following standards are required to be met. All panels and/or systems with over four (4) square feet of solar panels are subject to the following requirements:~~

~~(1) A maximum of 120 square feet of solar panels are permitted on a property. A system over 120 square feet in size may be permitted by conditional use.~~

~~(2) All roof mounted systems shall meet the following requirements:~~

~~(a) The rooftop solar collector shall not project beyond the peak of the roof.~~

~~(b) A roof mounted system on a flat roof shall not extend more than nine (9) feet above the average height of that of the roof segment it is on. The height of the system shall be measured from the roof surface to the highest extent the system is capable of reaching. If attached on a pitched roof, it shall not be more than five (5) feet above the roof surface.~~

~~(c) Shall be mounted so that the edge of the system is at no less than one foot in from the edge of the roof, if mounted to the roof on the front of the building. In no case shall a system extend past the wall line of a structure.~~

~~(d) If mounted to the wall of a building, the solar energy systems may not extend into or over any applicable lot line setbacks;~~

~~(e) Exterior piping for solar hot water systems shall be allowed to extend beyond the perimeter of the building on a side yard exposure.~~

~~(3) All ground mounted systems shall meet the following requirements:~~

~~(a) A ground system shall not extend over ten (10) feet in height in all residential zoning districts. An institutional use may apply for a conditional use permit to allow for a taller structure. The height of~~

~~the system shall be measured from the ground surface to the highest extent the system is capable of reaching.~~

~~(b) A ground system shall not extend over fifteen (15) feet in height in all other zoning districts. A taller system may be permitted by conditional use. The height of the system shall be measured from the ground surface to the highest extent the system is capable of reaching.~~

~~(c) All ground systems shall meet the setbacks required of an accessory structure. The setbacks shall be measured from the property line to the closest extent the system is capable of reaching.~~

~~(d) All ground systems within residential zoning districts shall be located in a side or rear yard. Church and school uses shall be exempt from this requirement provided the lot exceeds one (1) acre in size.~~

~~(e) A ground system shall not be located within a drainage and utility easement.~~

~~(f) Be located so as to minimize glare directed toward an adjoining property.~~

~~(g) The total surface area of all ground mounted and freestanding solar collectors on the lot shall not exceed 15% of the lot size or 1,000 square feet, whichever is less.~~

~~(h) Shall be considered in determining the maximum coverage of structures on the lot.~~

~~(4) The majority of all associated utilities shall be installed underground.~~

~~(5) A visible exterior disconnect shall be provided per the National Electrical Code.~~

~~(6) All solar energy systems shall be UL listed or certified by an equal agency recognized by the State of Minnesota and American National Standards Institute (ANSI) standards.~~

~~(7) Building and Electrical permits shall be required for all systems over four (4) square feet in size.~~

~~(8) A property owner who has installed or intends to install a solar energy system shall be responsible for negotiating with other property owners in the vicinity for any necessary solar easements and shall record the easement with the Redwood County Recorder. If no such easement is negotiated and recorded, the owner of the solar energy system shall have no right to prevent the construction of structures, planting of trees, or any other items that may affect the performance of the solar energy system permitted by this ordinance on nearby properties on grounds that the construction would cast shadows on the solar energy system.~~

~~(9) All solar energy systems, unless it is an integral part of the structure, that remain nonfunctional or inoperative for a continuous period of twelve (12) months shall be deemed abandoned and shall constitute a public nuisance. The owner shall remove the abandoned system at their expense after a demolition permit has been obtained. Removal includes the entire structure, including but not limited to the foundation, transmission equipment, structure, and any associated accessory structures. Any owner that has not removed the system within these twelve (12) months shall be notified by the Zoning Administrator in writing and given thirty (30) days to comply with the removal. Upon failure to comply with the notice within the specified time period, the Zoning Administrator is authorized to cause removal of such system, and assign any expenses incidental to the removal of the same to the property or the property owner.~~

~~(10) Active solar energy systems shall be designed to blend into the architecture of the building or be screened from routine view from public right-of-ways other than alleys. Collector surfaces shall minimize glare and reflected light. The color of the solar collector shall be consistent with or complement other roofing materials.~~

~~(11) The solar energy system must be anchored in such a manner as to withstand wind speeds as required of other rooftop mechanical equipment in the building code, and must be set back from adjoining properties far enough so as to present no threat to accidental contact with electrical components.~~

~~(C) General standards. Solar energy systems shall be subject to the following additional requirements:~~

~~(1) Location and color shall be in a manner to minimize off-site visibility to the greatest possible extent.~~

~~(2) Building permits shall be required for the installation of solar energy systems. All such structures shall be designed and installed in compliance with pertinent building codes and other regulations.~~

~~(3) No signs, other than public safety warning or equipment information, shall be affixed to any portion of the structure.~~

~~(4) No artificial illumination, except when required by law or by a governmental agency to protect the public's health and safety, shall be utilized.~~

~~(5) The placement of transmitting, receiving, and switching equipment shall be integrated within the site, being located within an existing structure whenever possible. Any new accessory equipment structure shall be attached to the principal building, if possible, and be constructed of materials and a color scheme compatible with the principal structure and/or surrounding area, or within an equipment encasement not exceeding ten (10) feet by ten (10) feet in area and five (5) feet in height.~~

~~(6) Accessory equipment or buildings shall be screened in accordance with the provisions required within Chapter 5, Site Plan Review.~~

~~(7) Towers, and any equipment attached thereto, shall be unclimbable by design for the first twelve (12) feet or be completely surrounded by a six (6) foot high security fence with a lockable gate.~~

~~(8) No grid-intertie photovoltaic system shall be installed until evidence has been given to the Planning and Zoning Department that the owner has submitted notification to the utility company of the customer's intent to install an interconnected customer owned generator. Off grid systems are exempt from this requirement.~~

(B) *Applicability.* The provisions of this Section shall apply to the construction and reconstruction of all solar energy systems within the City.

(C) *Residential Districts.*

(1) Ground mounted solar energy systems are permitted as accessory uses in all residential zoning districts subject to the following standards.

(a) Location: rear yard only

(b) Setbacks: (i) Must comply with applicable side and rear yard setbacks of the zoning district in which the system is located. (ii) Must be located a minimum of five (5) feet from any other principal or accessory structure. (iii) Must be located a minimum of 30' from all buildings located on adjacent lots or parcels of property.

(c) Height: (i) Shall not exceed fifteen (15) feet in height when oriented at maximum vertical tilt. (ii) The height of a ground mounted solar energy system shall be measured from the ground surface to the highest extent the system is capable of reaching.

(d) Coverage: (i) The total surface area of all ground mounted solar energy systems on the lot shall not exceed 120 square feet. (ii) A system over 120 square feet in size may be permitted by conditional use permit. (iii) Square footage of the solar energy system shall be considered in determining the maximum amount of allowable square footage for accessory buildings and structures permitted on the lot.

(2) Roof or building mounted and building or architecturally integrated solar energy systems are permitted on principal or accessory buildings in all residential zoning districts subject to the following standards:

(a) Location: on principal or accessory buildings. (i) If mounted to the wall of a building, the solar energy system may not extend beyond the exterior perimeter wall of the building. (ii) Shall be flush mounted on a pitched roof.

(b) Setback: all solar energy systems must have a three (3') foot clearance around all roof edges to facilitate emergency responder access.

(c) Height: no part of the solar energy system shall project beyond the peak of the roof to which it is attached.

(d) Coverage: there is no percentage or square footage limitation.

(e) Flat Roof: Solar collectors may be bracket mounted on flat roofs no more than three (3') feet above the surface of the flat roof, or extending to the height of the roof's parapet without regard to projection and must maintain a setback of not less than three (3') feet from all roof edges.

(D) *Business, Industrial, and Agricultural Residence Districts.*

(1) Ground mounted solar energy systems are permitted as accessory uses in all business, industrial and agricultural residence zoning districts subject to the following standards.

(a) Location: rear yard only

(b) Setbacks: (i) Must comply with applicable side and rear yard setbacks of the zoning district in which the system is located. (ii) Must be located a minimum of ten (10) feet from any other principal or accessory structure. (iii) Must be located a minimum of 30' from all buildings located on adjacent lots or parcels of property.

(c) Height: (i) Shall not exceed fifteen (15') feet in height when oriented at maximum vertical tilt. (ii) The height of a ground mounted solar energy system shall be measured from the ground surface to the highest extent the system is capable of reaching.

(d) Coverage: (i) The total surface area of all ground mounted solar energy systems on the lot shall not exceed 15% of the lot size or 1,000 square feet, whichever is less. (ii) Square footage of the solar energy system shall be considered in determining the maximum amount of allowable square footage for accessory buildings and structures permitted on the lot.

(2) Roof or building mounted and building or architecturally integrated solar energy systems are permitted on principal or accessory buildings in all business, industrial and special purpose zoning districts subject to the following standards:

(a) Location: (i) If mounted to the wall of a building, the solar energy system may not extend beyond the exterior perimeter of the building. (ii) Shall be flush mounted on pitched roofs.

(b) Height: no part of the solar energy system shall project beyond the peak of the roof to which it is attached.

(c) Setback: all solar energy systems must have a three (3) foot clearance around all roof edges to facilitate emergency responder access.

(d) Coverage: there is no percentage or square footage limitation.

(e) Flat roof: (i) Solar energy systems shall be set back as follows: at least one (1) foot from the exterior perimeter of the building on which the system is mounted, for every foot that the system extends above the height of the roof at its exterior perimeter. (ii) The maximum height of any component of the solar energy system shall be not greater than 10 feet.

(E) *Other applicable standards for all zoning districts.*

(1) Feeder lines. All power exterior electrical or other service lines must be buried below the surface of the ground.

(2) A visible exterior disconnect shall be provided per the National Electrical Code.

(3) The solar energy system must be anchored in such a manner as to withstand wind speeds and snow load as required of other rooftop mechanical equipment in the Minnesota Building Code.

(4) Exemption. Building integrated solar energy systems are exempt from the requirements of this Section and shall be regulated as any other building element.

(5) Compliance with building codes. All solar energy systems shall comply with the Minnesota Building Code.

(6) Compliance with electric code. All solar energy systems shall comply with the National Electrical Code.

(7) Compliance with plumbing code. All solar thermal systems shall comply with the Minnesota State Plumbing Code.

(8) No signs, other than public safety warning or equipment information, shall be affixed to any portion of the structure.

(9) Institutional uses may install solar energy systems in a side yard that does not have street frontage, provided the lot exceeds one (1) acre in size.

(10) The placement of transmitting, receiving, and switching equipment shall be integrated within the site, being located within an existing structure whenever possible. Any new accessory equipment structure shall be attached to the principal building, if possible, and be constructed of materials and a color scheme compatible with the principal structure and/or surrounding area, or within an equipment encasement not exceeding ten (10') feet by ten (10') feet in area and five (5') feet in height.

(11) Accessory equipment or buildings shall be screened in accordance with the provisions required within Chapter 5, Site Plan Review.

(12) Towers, and any equipment attached thereto, shall be unclimbable by design for the first twelve (12) feet or be completely surrounded by a six (6) foot high security fence with a lockable gate.

(13) The City prohibits ground mounted solar energy systems in flood plain districts.

(14) No solar energy system shall violate Minnesota Pollution Control Agency noise standards, air quality standards or otherwise result in a nuisance source of noise.

(15) All solar energy systems shall be operable and maintained in good repair.

(16) All solar energy systems and building integrated solar energy systems are subject to any and all applicable federal, state, and local laws and regulations.

(17) All solar energy systems shall be UL listed or certified by an equal agency recognized by the State of Minnesota and American National Standards Institute (ANSI) standards.

(18) Any solar energy system exceeding 40kW shall require a Conditional Use Permit.

(19) Any community solar or solar farm project must be located in an R-R or industrial district and shall require a Conditional Use Permit.

(20) All solar energy systems shall comply with the height requirements in the applicable zoning district in which the system is placed.

(F) *Approvals.*

(1) Permits: The erection, alteration, improvement, reconstruction, and movement of a solar energy system requires building and electrical permits and supplemental application from the City prior to installation of the system.

(2) Utility notification: The owner of a solar energy system that will physically connect to a house or other building's electrical system and/or electric utility grid shall provide the City of Redwood Falls with proof of an interconnection agreement with the City of Redwood Falls Public Utilities prior to the issuance of a building permit.

(G) *Aesthetics.*

(1) All solar energy systems shall use colors that blend with the color of the roof or other structure or be screened from routine view from public rights-of-way other than alleys as much as possible.

(2) Reflection angles from collector surfaces shall be oriented so as not to interfere with the use and enjoyment of other properties. Where

necessary, screening may be required to address glare to the extent possible without impeding their function.

(3) Screening from routine view from the public right-of-way and immediate adjacent residences shall be required in an attempt to minimize the visual impact of ground mounted solar energy systems and any extensive or imposing perimeter security fencing that is proposed.

(4) The City may require additional landscaping or other means of screening to limit the visual impacts of the solar energy system.

(H) *Easements.*

(1) A property owner who has installed or intends to install a solar energy system shall be responsible for negotiating with other property owners in the vicinity for any solar easements and shall record the easements with the Redwood County Recorder's Office (per MN SS 500.30, as it may be amended from time to time). If no such easement is negotiated and recorded, the owner of the solar energy system shall have no right to prevent the construction of structures, planting of trees, or any other items that may affect the performance of the solar system permitted by this Ordinance on nearby properties on grounds that the construction would cast shadows on the solar energy system. The City does not assure access to sunlight.

(2) Solar energy systems shall not be located within any easement areas.

(I) *Abandonment.* All solar energy systems, unless it is an integral part of the structure, that remain nonfunctional or inoperative for a continuous period of twelve (12) months shall be deemed abandoned and shall constitute a public nuisance. The owner shall remove the abandoned system at their expense after a demolition permit has been obtained. Removal includes the entire structure, including but not limited to the foundation, transmission equipment, structure, and any associated accessory structures. Any owner that has not removed the system within twelve (12) months shall be notified by the City in writing and given thirty (30) days to comply with the removal. Upon failure to comply with the notice within the specified time period, the City is authorized to cause the removal of such system as a public nuisance and assign and specially assess any expenses incurred from the removal of the same to the property or the property owner.

(J) *Historic Structures.*

(1) All roof, wall, and ground mounted solar energy systems shall not be permitted on any property where a "Historic Structure," as defined in 44 C.F.R. § 59.1., is located.

SECTION 8. That Chapter 15 of the Redwood Falls City Code be amended to read as follows:

“CHAPTER 15: [RESERVED]”

SECTION 9. EFFECTIVE DATE. That this Ordinance becomes effective from and after its passage and publication of its adoption and reference that a printed copy of the Unified Development Ordinance is available for inspection by any person during regular office hours at the office of the City Administrator.

PASSED AND ADOPTED by the City Council of the City of Redwood Falls, Minnesota this 7th day of May, 2024.

ATTEST:

Keith Muetzel
City Administrator

Tom Quackenbush
Mayor

(City Seal)

Subscribed and sworn to before me this
7th day of May 2024.

Notary Public

Introduction: **04/16/2024**
Posting: **04/19/2024**
Adopted:
Approval Published:

AGENDA MEMO

Meeting Date: May 7, 2024

Agenda Item: Resolution No. 27 of 2024 – A Resolution of the City of Redwood Falls Providing for the Summary Publication of Ordinance No. 90, Fourth Series, An Ordinance Adopting the 2014 Unified Development Ordinance with Amendments as Provided in §14.02 of the Redwood Falls City Code.

Recommendation/Action Requested: Read the proposed Resolution or make a motion to waive the reading of the Resolution. Discuss the proposed Resolution. If there are no concerns, adopt the proposed Resolution by motion in accordance with Chapter 4 of the City Charter.

Summary/Overview: State law requires that all ordinances adopted be published prior to becoming effective. As Council is aware, Ordinance No. 90, Fourth Series is lengthy and authorizes a change to Table 7.1 located in Section 7.18 of the Unified Development Ordinance. However, Minnesota Statutes, Section 412.191, subd. 4, allows publication by title and summary in the case of lengthy ordinances or those containing charts or maps. Staff have prepared Resolution No. 27 of 2024 and Exhibit A, which contains the summary of Ordinance No. 90 for publication. Both documents are attached

Attachment: Resolution No. 27 of 2024
Exhibit A – Summary Publication

RESOLUTION NO. 27 OF 2024

A RESOLUTION OF THE CITY OF REDWOOD FALLS PROVIDING FOR THE SUMMARY PUBLICATION OF ORDINANCE NO. 90, FOURTH SERIES, AN ORDINANCE ADOPTING THE 2014 UNIFIED DEVELOPMENT ORDINANCE WITH AMENDMENTS AS PROVIDED IN §14.02 OF THE REDWOOD FALLS CITY CODE

WHEREAS, on May 7, 2024, at the regular Redwood Falls City Council meeting, by majority vote, the City Council adopted Ordinance No. 90, Fourth Series, An Ordinance Adopting the 2014 Unified Development Ordinance with Amendments as Provided in §14.02 of the Redwood Falls City Code; and

WHEREAS, State law requires that all ordinances adopted be published prior to becoming effective; and

WHEREAS, the Ordinance is lengthy and contains a table; and

WHEREAS, Minnesota Statutes, Section 412.191, subd. 4, allows publication by title and summary in the case of lengthy ordinances or those containing charts or maps; and

WHEREAS, The City Council believes that the Summary Publication, as identified in Exhibit A attached hereto, would clearly inform the public of the intent and effect of the Ordinance; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF REDWOOD FALLS, MINNESOTA, that the City Administrator shall cause Ordinance No. 90, Fourth Series to be published in summary in the official newspaper in lieu of the entire ordinance.

PASSED AND ADOPTED by the City Council of the City of Redwood Falls, Minnesota this 7th day of May 2024.

ATTEST:

Keith Muetzel
City Administrator

Tom Quackenbush
Mayor

(City Seal)

Subscribed and sworn to before me this
_____ day of _____, 2024.

Notary Public

EXHIBIT A

PUBLIC NOTICE

The following is a summary of Ordinance No. 90, Fourth Series, Titled “An Ordinance Adopting the 2014 Unified Development Ordinance with Amendments as Provided in §14.02 of the Redwood Falls City Code,” for the City of Redwood Falls.

Pursuant to Minnesota Statutes, Section 462.357, subd. 3 and Section 3.17 of the Redwood Falls Unified Development Ordinance, a public hearing was held by the Redwood Falls Planning Commission on April 9, 2024. Recommendations from the Planning Commission for approval of the amendments with two proposed modifications were presented to City Council in the form of Ordinance No. 90, Fourth Series on April 16, 2024.

A complete copy of the full ordinance is available at Redwood Falls City Hall during regular business hours or on the City website at <https://ci.redwood-falls.mn.us/city-government/city-code-of-ordinances>.

This ordinance was enacted after the required public hearing, with notice published on March 28, 2024, and held on April 9, 2024.

THE CITY OF REDWOOD FALLS DOES ORDAIN:

SECTION 1. Purpose

SECTION 2. Findings

SECTION 3. Conflict and Repeal

SECTION 4. Severability

SECTION 5. Application

SECTION 6. Restatement of Chapter 14, Section 14.01 of the Redwood Falls City Code, Adopting the 2014 Unified Development Ordinance;

SECTION 7. Amendment of Chapter 14, Section 14.02 of the Redwood Falls City Code; Amendments to Section 7.18 – Residential Accessory Buildings; 7.20 – Private Swimming Pools; and 7.24 – Solar Energy Systems;

SECTION 8. Amendment of Chapter 15, Section 15.01 of the Redwood Falls City Code;

SECTION 9. Effective Date

Passed and Adopted by the Redwood Falls City Council May 7, 2024

Keith Muetzel
City Administrator

Date: May 7, 2024

Agenda Item: Update the 2024 P&R Seasonal Pay Plan for Non-Union Employees including Part-time, Seasonal, and Independent Contractors – Resolution 28 of 2024

Recommendation/Action Requested: Read the proposed Resolution or make a motion to waive the reading of the Resolution. Discuss the proposed Resolution. If there are no concerns, the Resolution needs to be approved by motion in accordance with Chapter 4 of the City Charter, approving the follow items:

1. Approve the updated Non-Union P&R “2024 Pay Plan - 5/07/2024.”

Updated 2024 P&R Seasonal Pay Plan for Non-Union Employees including Part-time Seasonal, and Independent Contractors and all other than regular full-time employees.

Staff is recommending updating the attached 2024 P&R Pay Plan changing the League Official Independent Contractor positions to hourly paid Soccer Referee positions.

Summary/Overview:

On December 6, 2023, when this pay plan was originally approved the P&R Department had intended on hiring adult Soccer Referees who were over eighteen years old. However, they are finding that it's difficult to find adults that are familiar with or that are interested in refereeing Soccer. Most of the interested candidates have come from younger applicants under eighteen years old.

The MN Soccer Association is an activity that allows individuals to officiate starting at age 14 if they are certified. Those that we have been able to hire this year are under eighteen years old and need to be certified to become a referee. To hire these individuals the P&R department is paying for their certification because most would not be willing to do the job if they had to incur the \$60.00 certification fee.

Due to the nature of the position, the age of the applicants, and the fact that the P&R Department is paying for the applicants' certifications, it has been determined that applicants filling this position can't be considered Independent Contractors under Federal DOL rules. Therefore, it has been recommended that the 2024 P&R Seasonal Pay Plan be adjusted to show Soccer Referees being paid hourly instead of as Independent Contractors.

Attachments: Updated 2024 Parks & Recreation Pay Plan – 5/7/2024

Resolution 28 of 2024

RESOLUTION NO. 28 OF 2024

**A RESOLUTION SETTING AND ADOPTING THE
UPDATED 2024 PAY PLANS AND PAY STEP STRUCTURE FOR PART-TIME &
SEASONAL NON-UNION EMPLOYEES**

WHEREAS, per Section 5.1 of the City Personnel Policy, the policy of the City of Redwood Falls is to maintain a wage and salary schedule sufficient to fairly compensate the employee for work performed; to treat employees fairly in all cases; and to keep the City as an employer in a competitive position for recruiting and to maintain top quality and well-motivated personnel to provide the necessary functions and services required of a local government; and

WHEREAS, the City of Redwood Falls is conscious of the inflationary factor within our region as well as keeping in sight occurrences within Redwood Falls and other cities in determining their Pay Plan.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF REDWOOD FALLS, AS FOLLOWS:

1. The attached schedules shall be made a part of this Resolution by reference and shall constitute the updated compensation schedules to be implemented in 2024 as indicated for the employee groups.

PASSED AND ADOPTED by the City Council of the City of Redwood Falls this 7th day of May 2024.

ATTEST:

Keith Muetzel
City Administrator

Tom Quackenbush
Mayor

(City Seal)

Subscribed and sworn to before me this _____ day of May
2024.

Notary Public



2024 PAY PLAN

Updated: 5/7/2024

EMPLOYEES OTHER THAN REGULAR, FULL-TIME STATUS

Part-time Regular (Regular employees working less than 40 hours per week.)

Part-time regular employees will be eligible for a \$1.25 base pay increase for 2024. Part-time regular employees will also be eligible for a \$.25 increase after a 6-month probationary period with a successful evaluation. Employee hourly pay will not be allowed to exceed the range maximums unless approved by the City Administrator.

POSITION	2024
Community Center CSR/Building Supervisor	\$14.00-\$18.25
Community Center Building Maintenance	\$14.50-\$18.50
Personal Fitness Trainer	\$20.00-\$30.00

Fitness Instructors	Flat Rate Per Class (2024)
Fitness Instructor* Silver Sneakers <i>*Independent contractor – flat fee per class</i>	\$17.50/Class
Group Fitness Instructor	<u>Starting Pay – Max Pay</u> \$15.00 - \$17.00
Group Fitness Contracted Instructor – % Split of Program Fee	80% Contractor 20% Parks & Rec Dept

Temporary/Seasonal (Temporary employees may be either full-time or part-time but work only during peak demand periods of the year or for a specific project and should not exceed 6 continuous months of employment.) Employee hourly pay will not be allowed to exceed the range maximums unless approved by the City Administrator.

POSITION	HOURLY RATE RANGE OR STEPS
Parks & Recreation Maintenance Workers	2024 \$15.25 - \$17.25
	<i>Yearly Increase: \$.50/hr. over starting rate</i>
Parks Ranger	2024 \$16.00 - \$20.00
Parks & Recreation Landscape Technician	2024 \$15.25 - \$17.25

Redwood Falls Parks & Recreation Department-Rec Program

Temporary/Seasonal (Temporary employees may be either full-time or part-time but work only during peak demand periods of the year or for a specific project and should not exceed 6 continuous months of employment.) Employee hourly pay will not be allowed to exceed the range maximums unless approved by the City Administrator.

Position Level	Pay Range/Hour 2024
Program Leader <i>Figure Skating Instructors</i> Camp Instructors- Independent Contractors (H.S. Sports Coaches)	\$14.00 - \$20.00 \$25.00/private lessons \$25.00/group lessons <i>The Rec Dept. retains \$4.50/participants. Camp Instructor gets remaining amount of participation fees.</i>
Program Assistant/Staff Person Soccer Coach- Independent Contractor	\$12.50 - \$17.00 \$300/season coached
Soccer Referee	\$30/hour

Staff will receive a **\$.50** per hour increase as returning staff (from 2023) plus a base pay increase of \$1.00.

League Officials – Independent Contractors	Pay Range/Game or Match 2024
Softball Umpire	\$28.00/Game
Basketball Official	\$30.00-\$35.00/Game
Volleyball Official	\$30.00/Match

Redwood Falls Aquatic Center

Seasonal (Seasonal employees may be either full-time or part-time but work only during peak demand periods of the year or for a specific project and should not exceed 6 continuous months of employment.) Employee hourly pay will not be allowed to exceed the range maximums unless approved by the City Administrator.

		Starting Pay	Max Pay
Manager	2024	\$16.00/hr (or adjusted according to qualifications and experience)	\$20.00/hr
Assistant Manager (s)	2024	\$15.00/hr (or adjusted according to qualifications and experience)	\$19.00/hr
Water Safety Instructor	2024	\$14.00/hr (or adjusted according to qualifications and experience).	\$18.00/hr
Lifeguard/Maintenance/Lap Swim/WSI Aid	2024	\$13.25/hr (or adjusted according to qualifications and experience)	\$17.00/hr
Customer Service	2024	\$12.50/hr (or adjusted according to qualifications and experience)	\$16.00/hr

	Starting Pay
Lifeguard Instructor CPR/First Aid Instructor	Contracted Employee: \$20-\$30/registrant Dependent on class taught.

<p>Note: If a staff member is hired as both a Lifeguard and Water Safety Instructor, he/she will receive the same pay rate for both jobs (he/she will be paid the higher wage of the two).</p>
<p>Staff will receive a \$.50 per hour increase as returning staff (from 2023) plus a base pay increase of \$1.00. Management wages will be adjusted based on experience and needs. Returning staff that were not in management roles in 2023 should start at the designated starting pay set for 2024. Employee hourly pay will not be allowed to exceed the range maximums unless approved by the City Administrator.</p>

AGENDA MEMO

Meeting Date: May 7, 2024

Agenda Item: Approval of Plat Correction Pursuant to Minn. Stat. § 505.174.

Recommendation/Action Requested: Discuss the proposed plat correction. If there are no concerns, staff recommend approval of the proposed plat correction by motion in accordance with Chapter 4 of the City Charter.

Summary/Overview: On April 19, 2022, Council approved the preliminary plats and final plats for the parcels described as the Reflection Prairie Addition (Parcel #62-008-2020) and Reflection Ridge Business Park Addition (Parcel #62-005-4020). The approved final plats were filed with the office of the Redwood County Recorder on July 7, 2022.

Pursuant to Minn. Stat. § 505.174, when a land plat has been executed and filed in the office of the county recorder of the county where the land is situated, and the plat fails to correctly describe the land to be platted, the registered surveyor who prepared such plat or subdivision may execute a certificate stating the nature of the error, omission or defect and stating the correct information to correct such error. As part of the land registration process for the Reflection Prairie Addition, staff was alerted to an error in the legal description of the Plat's Instrument of Dedication. Bolton & Menk Inc. has prepared a Land Surveyors Certificate to correct the error. Once approved, the certificate will be filed with the Redwood County Recorder's Office.

Attachment: - Land Surveyors Certificate of Correction to Plat – Reflection Prairie Addition

LAND SURVEYORS CERTIFICATE OF CORRECTION TO PLAT

Name of Plat: REFLECTION PRAIRIE ADDITION

Pursuant to the provisions of Chapter 505.174, I, Jesse D. Zeig, a duly Licensed Land Surveyor in and for the State of Minnesota, declares as follows:

That I prepared the plat of REFLECTION PRAIRIE ADDITION dated May 10, 2022 and filed on July 7, 2022 in the office of the County Recorder, Redwood County, Minnesota, as Document No. 373344.

1. That said plat contains errors, omissions, or defects in the following particulars, to wit:
The heading in the Instrument of Dedication reads:

That part of the Northwest Quarter of Section 8, Township 112 North, Range 35 West, Redwood County, Minnesota, described as follows:

2. That said plat is hereby corrected in the following particulars, to wit:
The heading in the Instrument of Dedication should read:

That part of the Northwest Quarter **and the Southwest Quarter** of Section 8, Township 112 North, Range 35 West, Redwood County, Minnesota, described as follows:

I hereby certify that this Surveyor's Certificate of Plat Correction was prepared by me or under my direct supervision and that I am a duly Licensed Land Surveyor in and for the State of Minnesota.

Dated this 1st day of May, 2024.



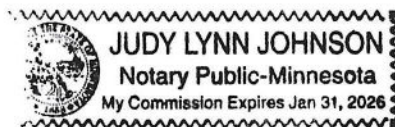
Jesse D. Zeig
Licensed Land Surveyor
Minnesota License No. 44996

State of Minnesota
County of Brown

The foregoing Certificate was acknowledged before me this 1st day of May, 2024, by Jesse D. Zeig, Land Surveyor, Minnesota License No. 44996.



Judy Lynn Johnson,
Brown County, Minnesota
My Commission Expires 1-31-2026



The above Certificate of Correction to the plat REFLECTION PRAIRIE ADDITION has been approved by the City of Redwood Falls at a regular meeting of the City Council of Redwood Falls, Minnesota held on this _____ day of _____, 2024.

Mayor

City Clerk

This Document was drafted by Bolton & Menk, Inc.

AGENDA RECOMMENDATION

Meeting Date: May 7, 2024

Agenda Item: Proposed Ordinance No. 91 - Enacting and Adopting a Supplement to the Code of Ordinances

Recommendation/Action Requested: Read the proposed ordinance or make a motion to waive the first reading. Discuss the proposed ordinance. If no concerns, the proposed ordinance will be discussed again at the next Council Meeting on May 21, 2024, and approved by motion and roll call vote in accordance with Chapter 4 of the City Charter.

Summary/Overview: As part of our Supplement Service Plan with American Legal Publishing Corporation for our Codification Services Agreement, we received our Thirteenth Supplement to the Code of Ordinances. Ordinances No. 82-89, Fourth Series, and other amendments have now been incorporated into the code and are ready for your adoption. Attached is Ordinance No. 91, Fourth Series, enacting and adopting this supplement to the code of ordinances.

Attachments: Proposed Ordinance No. 91, Fourth Series

ORDINANCE NO. 91, FOURTH SERIES

**AN ORDINANCE ENACTING AND ADOPTING A SUPPLEMENT TO THE
CODE OF ORDINANCES FOR THE CITY OF REDWOOD FALLS**

WHEREAS, American Legal Publishing Corporation of Cincinnati, Ohio, completed the Thirteenth Supplement to the Code of Ordinances of the City of Redwood Falls, which supplement contains all Ordinances of a general and permanent nature enacted since the prior supplement to the Code of Ordinances of the City of Redwood Falls;

NOW, THEREFORE, BE IT ORDAINED BY THE LEGISLATIVE AUTHORITY OF THE CITY OF REDWOOD FALLS:

SECTION 1. That the Thirteenth Supplement to the Code of Ordinances of the City of Redwood Falls, as submitted by American Legal Publishing Corporation of Cincinnati, Ohio, which includes Ordinances:

82 AN ORDINANCE VACATING AN ALLEY LOCATED IN BLOCK 9 OF WATSON'S 2ND ADDITION AND BLOCK 1 OF WATSON'S 4TH ADDITION IN THE CITY OF REDWOOD FALLS

83 AN ORDINANCE ENACTING AND ADOPTING A SUPPLEMENT TO THE CODE OF ORDINANCES FOR THE CITY OF REDWOOD FALLS

84 AN ORDINANCE AMENDING REDWOOD FALLS CODE OF ORDINANCES §10.46 PERTAINING TO ANIMAL LICENSING AND REGULATION

85 AN ORDINANCE AMENDING REDWOOD FALLS CODE OF ORDINANCES §6.28 RELATING TO DOG KENNELS

86 AN ORDINANCE AMENDING REDWOOD FALLS CODE OF ORDINANCES §10.20 – PROHIBITING THE USE OF CANNABIS IN PUBLIC PLACES

87 AN ORDINANCE AMENDING REDWOOD FALLS CODE OF ORDINANCES §9.10 RELATING TO WEATHER EMERGENCY

88 AN ORDINANCE AMENDING ZONING ORDINANCE

and all other amendments, be and the same is hereby adopted by reference as if set out in its entirety;
and

SECTION 2. Such supplement shall be deemed published as of the day of its adoption and approval by the Legislative Authority, and the Clerk of the City of Redwood Falls is hereby authorized and ordered to insert such supplement into the copy of the Code of Ordinances kept on file in the Office of the Clerk.

PASSED AND ADOPTED by the City Council of the City of Redwood Falls, Minnesota this 21st day of May 2024.

ATTEST:

Keith Muetzel
City Administrator

Tom Quackenbush
Mayor

(City Seal)

Subscribed and sworn to before me this
21st day of May 2024.

Notary Public

Introduction: **05/07/24**
Posting:
Adopted:
Approval Published: