

## MINUTES OF THE MINNEOTA CITY COUNCIL MEETING

PURSUANT TO CALL AND DUE NOTICE THEREOF, THE CITY COUNCIL OF THE CITY OF MINNEOTA, COUNTY OF LYON, STATE OF MINNESOTA, MET IN REGULAR SESSION IN THE CITY COUNCIL CHAMBERS ON MONDAY, JULY 10, 2017 AT 6:30 P.M.

**COUNCIL PRESENT:** Mayor John Rolbiecki  
Council Member Travis Gillund  
Council Member Tim Koppien  
Council Member Amber Rodas  
Council Member Jerry Teigland

**STAFF PRESENT:** Shirley Teigland

**OTHERS PRESENT:** Doug DeSmet, Byron Higgin, Brian Rodas

### **ITEM 1: CALL TO ORDER**

Mayor John Rolbiecki called the regular monthly meeting to order at 6:30 p.m.

### **ITEM 2: CALL FOR AGENDA ADDITIONS**

The Administrator asked that the following items be added: \$346,219.48 additional bills register and a Zoning Permit application for Deb Gilbertson.

### **ITEM 3: ADOPT AGENDA**

Koppien motioned, seconded by Gillund, to adopt the agenda as amended with the additions as listed above. MOTION PASSED UNANIMOUSLY

### **ITEM 4: APPROVE MINUTES**

The Council reviewed the prior month Council meeting minutes. Council Member Tim Koppien pointed out that Kay Drown was not included in others present. Teigland motioned, seconded by Koppien to approve the June 12, 2017 Regular Council meeting minutes with the noted change being made. MOTION PASSED UNANIMOUSLY

### **ITEM 5: REPORTS AND UPDATES**

The Council discussed the following reports: (5a) - June 30, 2017 Police report as submitted by Chief Bolt; (5b) – current Financial Report as submitted by Administrator Teigland; and (5c) – Y-T-D Budget Status Report. Chief Bolt also asked the Council to approve hiring Aaron Beek as a part-time officer. Koppien motioned, seconded by Rodas to hire Aaron Beek as a part-time police officer. MOTION PASSED UNANIMOUSLY

### **ITEM 6: APPROVE DISBURSEMENTS**

Rodas motioned, seconded by Teigland to approve the payment of \$64,951.47 (as listed on the check register summary), to approve the payment of \$37,812.74 (as listed on the payroll check register) and to approve the payment of \$346,219.48 in additional bills (as listed on the second check register summary). MOTION PASSED UNANIMOUSLY

### **ITEM 7: CONCERNED CITIZENS**

Brian Rodas asked to speak with the Council about the mosquito spraying being done in the City. Mr. Rodas stated that the block he lives on is not being sprayed due to a do not spray request. Teigland motioned, seconded by Robiecki to not allow individual properties to be excluded from the mosquito spraying program. MOTION PASSED UNANIMOUSLY. The City invests a considerable amount of money in mosquito control for the benefit and safety of all the City's residents and for the mosquito control to be effective all areas of the City must be sprayed.

**ITEM 8: FIREMEN RELIEF PENSION**

Doug DeSmet met with the Council to request an annual pension benefit increase from the current \$1,200 per year of service to \$1,400 per year of service. Mr. DeSmet also confirmed with the Council that funding ratios support this request. The current funding ratio is 126% and is in excess of the State of MN’s recommended 95-105% threshold. Teigland motioned, seconded by Rodas to increase the annual pension benefit to \$1,400 per year of service effective July 10, 2017. GILLUND, KOPPIEN, RODAS AND TEIGLAND VOTED YES WITH ROLBIECKI ABSTAINING. MOTION PASSED

**ITEM 9: SMALL CITIES GRANT**

The Administrator reviewed with the Council a Conflict of Interest Disclosure form indicating whether or not a perceived, potential or actual conflict of interest exists when receiving a state grant from the MN Department of Employment and Economic Development. Teigland motioned, seconded by Gillund to authorize John Rolbiecki as Mayor to sign the required Conflict of Interest statement on behalf of the City stating that “I or my grant organization do not have an actual, potential or perceived conflict of interest in accordance with the Office of Grants Management Policy 08-01. MOTION PASSED UNANIMOUSLY

**ITEM 10: ADAMS STREET PROJECT**

Rolbiecki motioned, seconded by Rodas to approve Change Order #6 with the following description: Deduction for items that were paid where the number of units paid is different than the plan quantity, deducts payment for crushing millings, adds payment for removal and replacement curb and gutter at the intersection of Adams Street and 2<sup>nd</sup> Street and adds payment for fixing the crown on Adams Street between 4<sup>th</sup> Street and 5<sup>th</sup> Street with a total net charge resulting in \$23,238.26. Rolbiecki motioned, seconded by Rodas to approve Change Order #6. MOTION PASSED UNANIMOUSLY. Rodas motioned, seconded by Koppien to approve and pay the Certificate For Payment #6 in the amount of \$325,274.27 to Duininck, Inc. for work completed on the Adams Street Improvements Project. MOTION PASSED UNANIMOUSLY

**ITEM 11: HOUSING STUDY**

The Council reviewed an invoice from Viewpoint Consulting Group, Inc. for the completed Housing Needs Assessment Report in the amount of \$11,359.84. The City’s portion of the billing will be \$1,619.95. The Administrator also reminded the Council that Jay Thompson, Viewpoint Consulting will be at the next regular EDA meeting on July 11, 2017 to answer questions and discuss key data reported in the study.

**ITEM 12: ZONING PERMITS**

- a) Antony, David – 403 2<sup>nd</sup> Street – 36’ x 28’ Garage and House Addition
- b) Buysse, Jeff & Rhonda – 520 Federal Street – 82’ x 60’ New Home
- c) Gilbertson, Deb – 204 N Jackson Street – 10’ x 16’ x 8’ Canopy

Teigland motioned, seconded by Koppien to approve Zoning Permits 12a - David Antony and 12b - Jeff & Ronda Buysee as listed above. MOTION PASSED UNANIMOUSLY. Koppien motioned, seconded by Rolbiecki to approve Zoning Permit 12c – Deb Gilbertson as listed above. KOPPIEN, RODAS, ROLBIECKI AND TEIGLAND VOTED YES WITH GILLUND ABSTAINING. MOTION PASSED

**ADJOURNMENT**

Koppien motioned, seconded by Gillund, to adjourn the meeting at 6:55 p.m. MOTION PASSED UNANIMOUSLY.

*The next scheduled Regular Council Meeting is scheduled for August 14, 2017 at 6:30 p.m.*

ATTEST:

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Shirley Teigland, City Administrator

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John Rolbiecki, Mayor