

## 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, APRIL 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:** Byron Higgin

**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: \$7,693.93 additional bills register.

**ITEM 3: ADOPT AGENDA**

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

**ITEM 4: APPROVE MINUTES**

The Council reviewed the prior month Council meeting minutes. With no questions or additional comments Teigland motioned, seconded by Koppien to approve the March 13, 2017 Regular Council meeting minutes.  
MOTION PASSED UNANIMOUSLY

**ITEM 5: REPORTS AND UPDATES**

(5a) - The Council reviewed the April 4, 2017 Police report as submitted by Chief Bolt; (5b) – the current Financial Report as submitted by Administrator Teigland; (5c) – Y-T-D Budget Status Report; (5d) – The Council also reviewed a letter from Cyndee Gmach, Pay Equity Coordinator, congratulating the City on successfully meeting the requirements of the Local Government Pay Equity Act M.S. 471.991-471.999 and rules Chapter 3920. The notice is a result of an official review by Minnesota Management & Budget and the City of Minneota’s 2017 pay equity report as submitted by Administrator Teigland.

**ITEM 6: APPROVE DISBURSEMENTS**

Koppien motioned, seconded by Gillund to approve the payment of \$31,897.17 (as listed on the check register summary), to approve the payment of \$20,264.72 (as listed on the payroll check register) and to approve the payment of \$7,693.93 in additional bills (as listed on the second check register summary).  
MOTION PASSED UNANIMOUSLY

**ITEM 7: CONCERNED CITIZENS**

No comments or requests were received either in person or in writing.

**ITEM 8: SUMMER PART-TIME HELP**

Teigland motioned, seconded by Rodas to offer the part-time summer help/mower position to Cody Gillund. KOPPIEN, RODAS, ROLBIECKI AND TEIGLAND VOTED YES WITH GILLUND ABSTAINING. MOTION PASSED. Koppien motioned, seconded by Teigland to set the part-time summer help/mower wage to \$11.00 per hour. KOPPIEN, RODAS, ROLBIECKI AND TEIGLAND VOTED YES WITH GILLUND ABSTAINING. MOTION PASSED. If the Council's offer of employment is not accepted the Personnel Committee will review all applications on file, interview potential candidates and return to the Council with their recommendation.

**ITEM 9: SUMMER REC DIRECTOR**

Teigland motioned, seconded by Koppien to hire Tyson Sonnenburg as Summer Recreation Director for the 2017 season. MOTION PASSED UNANIMOUSLY

**ITEM 10: POOL EMPLOYEES**

Teigland motioned, seconded by Rodas to hire Barb Knutson as Certified Pool Operator, Kim Gades as Head Life Guard and Kalley Kloos as Assistant Head Life Guard. MOTION PASSED UNANIMOUSLY

**ITEM 11: POOL PASS PRICES**

The Council reviewed the current pool pass and swimming lesson prices. No action was taken by the Council. The Administrator will compile a list of area pool prices for the Council's review.

**ITEM 12: REHAB LOANS**

A request was made of the Council to approve the transfer of the Minneota SCDP Commercial Rehabilitation Program Combination Mortgage & Deferred Loan Agreement between the Bargain Center and the City of Minneota to Randy and Anne DeVries as new owners of the building located at 117 N Jefferson Street. Teigland motioned, seconded by Rodas to approve the transfer of the SCDP Grant/Loan balance, loan agreement & mortgage as recorded on Document No. T13330, May 24, 2011 in the Lyon County Recorder's Office to Randy and Anne DeVries. MOTION PASSED UNANIMOUSLY. Teigland motioned, seconded by Gillund to approve the transfer of the SCDP Grant/Loan balance, loan agreement & mortgage as recorded on Document No. 198543, March 1, 2013 in the Lyon County Recorder's Office as Bill Ufkin and Alison Ufkin, a husband and wife, d/b/a Ufkin's Furniture & Appliance of Minneota to Bill Ufkin and Alison Ufkin, a husband and wife, with no deferred loan repayment requirement or penalty to the Borrower. MOTION PASSED UNANIMOUSLY

**ITEM 13: ZONING PERMITS**

- a) Breyfogle, Mel – 408 N Jefferson Street – Demolish and move in home
- b) Jacobson, Sue – 303 E 2<sup>nd</sup> Street – Install 45' x 60' fence
- c) Swoboda, Brenda – 208 E 3<sup>rd</sup> Street – Build 45' x 12' wood deck

Rodas motioned, seconded by Teigland to approve all zoning permits as listed above. GILLUND, RODAS, ROLBIECKI AND TEIGLAND VOTED YES WITH KOPPIEN ABSTAINING. MOTION PASSED.

**ITEM 14: POLICE DEPARTMENT**

The Council reviewed a letter from Alissa Lightfoot, part-time police officer with the Minneota Police Department stating that due to scheduling conflicts she is tendering her resignation. Koppien motioned, seconded by Gillund to accept Alissa Lightfoot's resignation effective immediately. MOTION PASSED UNANIMOUSLY.

**ITEM 15: RESOLUTION 17-06**

Teigland motioned, seconded by Koppien to adopt Resolution 17-06 accepting a donation from the Shaokatan Sportsman Club in the amount of \$751.00 to be used for pool operation expenses. MOTION PASSED UNANIMOUSLY

**ITEM 16: TUITION REIMBURSEMENT**

The Council reviewed the League of MN Cities Human Resources Reference Manual Benefits and requirements for tuition reimbursement as educational assistance offered to employees. No action was taken by the Council.

**ADJOURNMENT**

Koppien motioned, seconded by Rodas, to adjourn the meeting at 7:30 p.m. MOTION PASSED UNANIMOUSLY.

*The next scheduled Regular Council Meeting is scheduled for May 8, 2017 at 6:30 p.m.*

ATTEST:

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Shirley Teigland, City Administrator

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John Rolbiecki, Mayor

Council Approved May 8, 2017