

## 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, AUGUST 11, 2014 AT 6:30 P.M.

**COUNCIL PRESENT:** Mayor Bill Ufkin  
Council Member Mary Johnson  
Council Member Tim Koppien  
Council Member Nancy Reisdorfer  
Council Member Jerry Teigland

**STAFF PRESENT:** Shirley Teigland

**OTHERS PRESENT:** Byron Higgin, J. D. Pesch

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

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

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

Mayor Ufkin called for agenda additions. The Administrator asked that the following items be added: \$3,641.01 additional bills register; zoning permits: St. Edward Church, Jerry Anderson, Brad Minnehan; septic tank issue – 326 Market Way; and sidewalk repair quotes.

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

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

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

The Council reviewed the prior month Council meeting minutes. With no questions or additional comments, Johnson motioned, seconded by Reisdorfer to approve the July 14, 2014 Regular Council meeting minutes. MOTION PASSED UNANIMOUSLY

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

(5a) - The Council reviewed the July 2014 Police report along with a letter from Chief Bolt that will be mailed to business owners asking for their support of a National Child Safety Council program called Safety Pup® and (5b) – the current financial reports for the City. The Administrator also updated the Council on the following items: (5c) – The City contracted with Kurt Larsen’s Septic Services to video an area of drainage tile in Industrial Park and the camera indicated a blockage. The tile has been repaired and should help alleviate the drainage problem that was experienced earlier in the year; (5d) – On August 7, 2014, the Infrastructure Committee met with property owners adjacent to the open ditch channel that begins at a box culvert under Highway 68 and drains towards Lyon Street. All parties agreed to have City Attorney John Engels draw up a comprehensive agreement between the City of Minneota and adjacent property owners giving the City of Minneota the authority to clean the ditch channel and perform maintenance as needed. (5-e) – The Council was also updated on the following Public Works projects: DBC Specialists recently performed inspections on the City’s lift stations. All 3 pumps have worn impellers and will need to be fixed at a cost of approximately \$1,500.00 per pump; also confirmed was the completion of the scheduled 2014 street painting.

**ITEM 6: APPROVE DISBURSEMENTS**

Koppien motioned, seconded by Johnson, to approve the payment of \$59,806.40 (as listed on the check register summary), to approve the payment of \$45,345.34 (as listed on the payroll check register) and to approve the payment of \$3,641.01 in additional bills (as listed on the second check register summary). MOTION PASSED UNANIMOUSLY

**ITEM 7: CONCERNED CITIZENS**

The Council read a thank you note to the Police Department from Jeri Whortenbury, 504 N Madison Street. The Council also reviewed a request from Harold Stienessen, 103 Century Drive asking to be reimbursed 50% of the cement cost incurred with replacing the end of his driveway. No action was taken by the Council.

**ITEM 8: ORDINANCE 14-01**

The Council reviewed a letter from Chief Bill Bolt stating that in the interest of limiting liability to the City and in being consistent with past practice the recommendation is to repeal the current ordinance 601.01A and 702.10, Subdivision 6. Teigland motioned, seconded by Reisdorfer to adopt Ordinance 14-01 repealing various provisions of Minnesota City Code Section 702.10, Subdivision 6 regulating public consumption of alcoholic beverages and Ordinance 2/04/08-A codified as Minnesota City Code Section 601.01a, an ordinance regulating public dancing. MOTION PASSED UNANIMOUSLY

**ITEM 9: RESOLUTION 14-14**

Reisdorfer motioned, seconded by Johnson to adopt Resolution 14-14 appointing Bank of the West as its agent for purposes of the City's participation in the LMCIT property/casualty and workers' compensation programs. This appointment shall remain effective until September, 2017. MOTION PASSED UNANIMOUSLY.

**ITEM 10: CITY CODE BOOK**

The Council reviewed several chapters of the Minnesota basic code which Mark Gruenes and John Engels have proposed changes to in moving the City towards replacing its current ordinances with a more logical and accessible code system. The Council and City Staff will continue to review all initial drafts and offer comments on portions of the code applicable to their areas of responsibility in the City.

**ITEM 11: PHASE I PROJECT FINANCING – 2015 STREETS & UTILITIES**

The Administrator informed the Council that Phase 1 – 2<sup>nd</sup> Street, 3<sup>rd</sup> Street, Jackson Street, Grant Street, Lyon Street sanitary sewer collection and storm sewer system improvements project would not be eligible for grant monies but Phase 2 – Adams Street could potentially be eligible. The City will explore additional options and financing with Rural Development prior to making a decision. The Council also reviewed a letter from David Drown explaining the new rules that have gone into effect for municipal advisors on July 1, 2014. Reisdorfer motioned, seconded by Koppien to authorize Administrator Teigland to sign the engagement letter with David Drown and Associates. MOTION PASSED UNANIMOUSLY

**ITEM 12: LIQUOR LICENSE FEE SCHEDULE**

The Council reviewed the current liquor license fee schedule which currently does not have a fee strictly for on-sale and/or off sale liquor licenses. Johnson motioned, seconded by Koppien to add the following fees to the schedule: off-sale liquor license - \$1,000.00; on-sale liquor license - \$1,000.00. MOTION PASSED UNANIMOUSLY

**ITEM 13: ZONING PERMITS**

- a) Bill Moore – 501 E. 7<sup>th</sup> Street – 28 x 24 driveway & apron
- b) Bill Moore – 504 E. 7<sup>th</sup> Street - remove garden shed & build 10 x 12 x 8 utility shed
- c) St. Edward Church – 404 N Washington Street – 4 x 170 sidewalk & 20 x 40 storage building
- d) Jerry Anderson – 506 E 6<sup>th</sup> Street – 28 x 26 x 10 garage
- e) Brad Minnehan – 226 W 1<sup>st</sup> Street – 50 x 70 building

Johnson motioned, seconded by Reisdorfer to approve all zoning permits as listed above. MOTION PASSED UNANIMOUSLY

**ITEM 14: RAFFLE PERMIT – MINNEOTA BOXELDER BUG DAYS**

Teigland motioned, seconded by Reisdorfer to approve the Minneota Boxelder Bug Days September 7, 2014 raffle permit. MOTION PASSED UNANIMOUSLY

**ITEM 15: SEPTIC TANK**

The Council met with J. D. Pesch to discuss getting his residence hooked up to the City’s sewer system. The Administrator will work with Mr. Pesch to get this accomplished as soon as possible.

**ITEM 16: SIDEWALK REPLACEMENT PROGRAM**

The Council reviewed quotes for the 2014 sidewalk replacement project: Mark Harbo - \$8,911.24 and DePyper Masonry - \$7,738.00. Teigland motioned, seconded by Reisdorfer to accept DePyper Masonry’s quote. MOTION PASSED UNANIMOUSLY

**ADJOURNMENT**

Koppien motioned, seconded by Reisdorfer, to adjourn the meeting at 7:40 p.m. MOTION PASSED UNANIMOUSLY.

*The next Regular Council Meeting is scheduled for September 8, 2014 at 6:30 p.m.*

ATTEST:

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Bill Ufkin, Mayor

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Shirley Teigland, City Administrator

Council Approved September 8, 2014