

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, FEBRUARY 10, 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: Kathy Bresson, Eric Johnson, Shirley Teigland

OTHERS PRESENT: Nancy Dilley, Byron Higgin, Jason Myhre, Wendy Sarazyn

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: \$17,423.24 Additional Bills Register.

ITEM 3: ADOPT AGENDA

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

ITEM 4: APPROVE MINUTES

The Council reviewed the prior month Council meeting minutes. With no questions or additional comments, Koppien motioned, seconded by Reisdorfer to approve the January 13, 2014 Regular Council meeting minutes and the January 27, 2014 Special Council meeting minutes. MOTION PASSED UNANIMOUSLY

ITEM 5: REPORTS AND UPDATES

The Council reviewed the January, 2014 Police Report and the Current Financial Report for the City.

ITEM 6: APPROVE DISBURSEMENTS

Koppien motioned, seconded by Reisdorfer, to approve the payment of \$42,752.45 (as listed on the check register summary), to approve the payment of \$16,986.04 (as listed on the payroll check register) and to approve the payment of \$17,423.24 in additional bills (as listed on the second check register summary). MOTION PASSED UNANIMOUSLY

ITEM 7: SUMMER REC PROGRAM UPDATE

Jason Myhre gave the Council a summary update on the Summer Rec program with the plan of doing a more detailed report at an upcoming meeting. Jason told the Council that overall the program had a very good year moving towards the night baseball & softball practices and games. He commented that getting the parents more involved was great for the program. The baseball program offered 2 groups of T-Ball with approximately 20 participants in each group; Peanut baseball had 35 participants; the older kids played in the Willmar league. There is discussion on forming a league with more local towns next year. The softball teams were new to the fast pitch league but overall the teams had a good year as well. Little

Vikes was well attended and golf was expanded beyond the normal time frame with the kids being able to play 1 day a week on the course. Jason anticipates a similar schedule of activities for the upcoming season.

ITEM 8: FRIENDS OF THE LIBRARY UPDATE

Nancy Dilley and Wendy Sarazyn were present at the meeting to update the Council on the progress of the new library project. The Friends of the Library Committee will meet February 12, 2014 to approve payment to the last two contractors who completed work on refurbishing the ceiling tiles and insulating the ceiling. Payment to the contractors will allow the previous MN Historical Society grant to be closed out. The Council was also informed that an application had been prepared and submitted to the Bremer Foundation requesting additional funds for the library project and the committee expects to hear by the end of May if the grant is approved. The plan is to work through the winter to finish framing the walls, install the electrical and complete sheet rocking. The Committee is also in the process of finishing the shelf plan to ensure that there will be enough linear feet of shelving for the building and what expansion will be needed to accommodate the book collection. Work is being done on designing the circulation desk and a volunteer interior designer is also helping with the color pallet, etc. Work is also being done on the final floor plan. Additional planning will need to be done to secure approval from the Historical Society in regards to insulating the south wall of the building, restoring the pocket door on the back wall and finishing the interior woodwork. The Friends of the Library are hoping to be moved into the new library in 2015.

ITEM 9: 200 EISENHOWER STREET

The Council reviewed an offer from Mike Fier to purchase 15 feet of the adjoining lot to his property at a cost of \$4,000.00. After discussion the Council decided they were not interested in selling the footage.

ITEM 10: ZONING PERMIT

- a) Stensrud, Rodney and LaDonna – 513 E Federal Street – New Home Construction

Teigland motioned, seconded by Reisdorfer to approve the zoning permit Item 10a. MOTION PASSED WITH TEIGLAND ABSTAINING

ITEM 11: MEAD & HUNT, INC. PROPOSAL

The Council reviewed Trent Bruce's email advising the Council to move forward with Mead & Hunt's proposal to provide additional engineering services for the levee certification. The cost will be \$14,480.00 with ½ the cost being reimbursed to the City through a DNR Grant. Koppien motioned, seconded by Johnson to authorize the Administrator to sign an agreement with Mead & Hunt, Inc. to provide the City of Minnesota with engineering services to address issues related to the 44 CFR 65.10 and continue with the levee certification process. MOTION PASSED UNANIMOUSLY

ITEM 12: EMPLOYEE TRAINING

Koppien motioned, seconded by Reisdorfer to approve Scott Holien's request to attend the following training courses: Shade Tree Short Course, March 18-19, 2014 and Stabilization Pond Seminar, April 8-10, 2014. MOTION PASSED UNANIMOUSLY.

ITEM 13: CITY CLERK POSITION

The Council read Valerie Vlaminc's letter of resignation dated February 4, 2014 which also indicated that her last day would be February 18, 2014. Reisdorfer motioned, seconded by Teigland to accept Ms. Vlaminc's resignation. MOTION PASSED UNANIMOUSLY. The Council discussed advertising for a replacement and potential dates in getting the position filled. Johnson motioned, seconded by Reisdorfer to begin advertising immediately to hire a new City Clerk with a cut-off date of February 28, 2014 for applications. MOTION PASSED UNANIMOUSLY.

ITEM 14: POLICE DEPARTMENT

The Council read Eric Johnson's letter of resignation dated February 10, 2014 which also indicated that his last day would be February 24, 2014. Reisdorfer motioned, seconded by Johnson to accept Mr. Johnson's resignation. MOTION PASSED UNANIMOUSLY. The Council discussed advertising for a replacement and potential dates in getting the position filled. Johnson motioned, seconded by Reisdorfer to begin advertising for a new Police Chief with a cut-off date of March 7, 2014 for the applications. MOTION PASSED UNANIMOUSLY.

The Council also discussed the need for an interim part-time Chief Law Enforcement Officer. Reisdorfer motioned, seconded by Johnson to appoint Kathy Bresson as the part-time Chief Law Enforcement Officer beginning February 25, 2014. MOTION PASSED UNANIMOUSLY

The Council reviewed a Memorandum of Agreement to the City indicating that the local MAPE Unit has decided that for the 2014 calendar year all severance pay may be transferred into the employee's HSA account in lieu of cash. Johnson motioned, seconded by Teigland to accept the Memorandum of Agreement with MAPE to transfer all severance pay into the employee's HSA account based on 2014 annual HSA contribution limits and regulations. MOTION PASSED UNANIMOUSLY

ITEM 15: AFSCME UNION CONTRACT

Reisdorfer motioned, seconded by Teigland to accept the 2014-2016 AFSCME Contract as written. MOTION PASSED UNANIMOUSLY

ADJOURNMENT

Koppien motioned, seconded by Johnson, to adjourn the meeting at 8:08 p.m. MOTION PASSED UNANIMOUSLY.

The next Regular Council Meeting is scheduled for March 10, 2014 at 6:30 p.m.

ATTEST:

Bill Ufkin, Mayor

Shirley Teigland, City Administrator

Council Approved March 10, 2014