

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 11, 2016 AT 6:30 P.M.

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

COUNCIL ABSENT: Council Member Tim Koppien

STAFF PRESENT: Shirley Teigland

OTHERS PRESENT: Jill Anderson, Mike Bubany, Jenny Buysse, Dave Fahey, Kurt Gillund, Shannon Gossen, Byron Higgin, Max Kaufman, Brad Minnehan, John Noyes, Duane Peterson, Carrie Poach, Todd Poach, Barb Rye

ITEM 1: CALL TO ORDER

Acting Mayor Nancy Reisdorfer 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: \$56,473.78 additional bills register, Zoning Permit – Matt Myrvik, and Gambling Permit – Minneota Boxelder Bug Days.

ITEM 3: ADOPT AGENDA

Teigland motioned, seconded by Johnson, 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. With no questions or additional comments Johnson motioned, seconded by Teigland to approve the June 13, 2016 Regular Council meeting minutes and the June 22, 2016 Special Council meeting minutes. MOTION PASSED UNANIMOUSLY

ITEM 5: REPORTS AND UPDATES

(5a) - The Council reviewed the June 1, 2016 Police report as submitted by Chief Bolt; (5b) – the current Financial Report as submitted by Administrator Teigland; (5c) – the Yellow Medicine River Watershed District Permit 2016-06-05 valid for one year for work described in the Adams Street Improvements (State Aid Project 042-603-027).

ITEM 6: APPROVE DISBURSEMENTS

Teigland motioned, seconded by Koppien to approve the payment of \$314,201.49 (as listed on the check register summary), to approve the payment of \$27,514.52 (as listed on the payroll check register) and to approve the payment of \$56,471.78 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: ACTIVE LIVING PRESENTATION

Max Kaufman, Development Planner, SW Regional Development Commission gave a presentation to the Council with regard to active living planning. The purpose of such planning is to enable a city to become a more walkable community through strategic pedestrian improvements outlined in a city's active living plan. The plan would be developed by SWRDC and the overall cost would be \$4,000 with 2/3 of the cost being covered by the statewide Health Improvement Program. The Council did not take any action at this time.

ITEM 9: ECONOMIC DEVELOPMENT AUTHORITY

John Noyes presented the Council with a letter requesting that the Minnesota Economic Development Authority's annual appropriation be increased to \$10,000 per year. The EDA levy is governed by MN State Statute 469.107 and the City may, at the request of the authority, levy a tax in any year for the benefit of the authority. The tax must not be more than 0.01813 percent of estimated market value and the EDA's request for a tax levy of \$10,000 meets the MN State Statute requirement. The Council will take formal action on the tax levy request when certifying the City's 2017 Proposed Budget to the County November 12, 2016 as per MN State Statute 275.065.

ITEM 10: INDUSTRIAL PARK DEVELOPMENT

EDA Board Member John Noyes informed the Council that there are 2 individuals interested in obtaining lots in the Industrial Park development. Members of the EDA Land Development Committee and the City's Infrastructure Committee met on July 7, 2016 and the Council reviewed their recommendations for lot prices and requirements. The Administrator stated that John Engels is drafting a covenant and purchase agreement that will need to be adopted prior to any transfer of property. The Council also reviewed a preliminary cost estimate as prepared by Engineer Trent Bruce for the Industrial Park expansion and installation of water and sewer. The cost to complete this project is projected to be \$293,000. A second option would be to install water & sewer in phases beginning with Lots 10 & 11. The estimated cost for completing the 1st phase of 2 commercial lots is \$40,000 - \$50,000. Prior to moving forward with any development, all interested parties will need to have a building concept plan reviewed and approved by the DGR Engineering. Additional discussion of the proposed expansion will take place at the next EDA scheduled meeting.

ITEM 11: RESOLUTION 16-14

Teigland motioned, seconded By Reisdorfer to adopt Resolution 16-14 authorizing the issuance, sale and delivery of a \$828,000 General Obligation Improvement Note, Series 2016A. MOTION PASSED UNANIMOUSLY. Johnson motioned, seconded by Reisdorfer to authorize Bill Ufkin as Mayor and Shirley Teigland as Administrator to sign a loan agreement between the City of Minnesota and Northview Bank, located in Finlayson, Minnesota. MOTION PASSED UNANIMOUSLY

ITEM 12: RESOLUTION 16-12

Teigland motioned, seconded by Ufkin to adopt Resolution 16-12 to close Trunk Highway 68, 8:00 a.m. Saturday, September 10, 2016 to 4:00 p.m. Sunday, September 11, 2016 for the purpose of Minnesota Boxelder Bug Days. TEIGLAND AND UFKIN VOTED YES, JOHNSON VOTED NO AND REISDORFER ABSTAINED. MOTION PASSED

ITEM 13: RESOLUTION 16-13

Reisdorfer motioned, seconded by Johnson to adopt Resolution 16-13 accepting a donation of \$302 from the Shaokatan Sportsmen Club pursuant to Minnesota Statutes Section 465.03. MOTION PASSED UNANIMOUSLY

ITEM 14: PART-TIME POLICE OFFICER

Teigland motioned, seconded by Reisdorfer to authorize Chief of Police Bill Bolt to make a conditional job offer to Brandon Coens who is POST eligible and begin the hiring process. Chief Bolt will follow all current prerequisites for officer consideration. MOTION PASSED UNANIMOUSLY

ITEM 15: SENIOR CENTER

Johnson motioned, seconded by Teigland to authorize the 2nd half payment of the Senior Center's 2016 budget appropriation in the amount of \$7,500. MOTION PASSED UNANIMOUSLY

ITEM 16: ZONING PERMITS

- a) Poach, Todd – 219 N Jefferson Street – 52' x 54' x 8' chain link fence
- b) Myrvik, Matt – 503 E Federal Street – 14' x 26' garage addition

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

ITEM 17: LIQUOR LICENSE

Teigland motioned, seconded by Reisdorfer to approve a 1-Day Liquor License for Special Event 9/18/16 to St. Edward church. MOTION PASSED UNANIMOUSLY

ITEM 18: GAMBLING PERMIT

Reisdorfer motioned, seconded by Johnson to approve a Gambling Permit for a raffle being held on 9/18/16 by St. Edward Church. MOTION PASSED UNANIMOUSLY. Reisdorfer motioned, seconded by Johnson to approve a Gambling Permit for a raffle being held 9/12/16 by the Minneota Boxelder Bug Days. MOTION PASSED UNANIMOUSLY

ITEM 19: RESOLUTION 16-15

Teigland motioned, seconded by Reisdorfer to adopt Resolution 16-15 approving the utilization of internal funds of the City for Tax Increment Financing District No. 1-2 within Municipal Development District No. 1. MOTION PASSED UNANIMOUSLY

ADJOURNMENT

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

The next scheduled Regular Council Meeting is scheduled for August 8, 2016 at 6:30 p.m.

ATTEST:

Bill Ufkin, Mayor

Shirley Teigland, City Administrator

Council Approved August 8, 2016