

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, SEPTEMBER 8, 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: Katie Blegen, Byron Higgin

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: \$16,253.60 additional bills register; drainage ditch cleaning quote; drainage ditch cleaning agreement; levee certification expenses; storm sewer replacement; library relocation.

ITEM 3: ADOPT AGENDA

Koppien motioned, seconded by Johnson, 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 Koppien to approve the August 11, 2014 Regular Council meeting minutes. MOTION PASSED UNANIMOUSLY

ITEM 5: REPORTS AND UPDATES

(5a) - The Council reviewed the September 3, 2014 Police report as submitted by Chief Bolt; (5b) – the current financial reports for the City; and (5c) a letter from Teresa Schreurs, DSI Development Services Director of Community Development, thanking the City Council for the opportunity to assist the City of Minneota through the recent Small Cities Development Program (SCDP) grant. With all rehab completed in the Ivanhoe/Minneota/Ghent SCDP Program, DSI completed their final audit and enclosed a check to the City of Minneota in the amount of \$407.00 from program funds that were left uncommitted due to construction, lead or other program changes by applicants.

ITEM 6: APPROVE DISBURSEMENTS

Teigland motioned, seconded by Johnson, to approve the payment of \$214,585.58 (as listed on the check register summary), to approve the payment of \$23,606.18 (as listed on the payroll check register) and to approve the payment of \$16,253.60 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: ZONING PERMITS

- a) Bethel Fellowship Church – 214 E 1st Street – 4 x 22 sidewalk
- b) Bob Myhre – 7 x 13 paver pad

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

ITEM 9: RAFFLE PERMIT – S W SPORTSMANS CLUB

Reisdorfer motioned, seconded by Johnson to approve the Southwest Sportsman Club's bingo and January 17, 2015 raffle permit. MOTION PASSED UNANIMOUSLY.

ITEM 10: INSURANCE RENEWAL

Katie Blegen, BW Insurance Agency Inc, met with the Council to discuss the City's annual insurance policies. The Council reviewed the revised renewal premium summary of \$28,832.00 for property & casualty insurance along with a quotation of \$28,182.00 for workers compensation coverage through the League of MN Cities Insurance Trust. Johnson motioned, seconded by Reisdorfer to renew the City's property & liability insurance as quoted and accept the workers compensation regular premium option. MOTION PASSED UNANIMOUSLY

ITEM 11: INSURANCE RENEWAL

The Council reviewed the employee health insurance renewal package with the Southwest Service Cooperative – CCOGA Pool indicating a 2.5% decrease in premium costs in 2015. The Administrator informed the Council that the City has until December to make a decision and she would like to check into other options such as the public employee insurance program (P.E.I.P) prior to the Council making a final decision.

ITEM 12: PROPOSED LEVY – 2015 BUDGET

Reisdorfer motioned, seconded by Teigland to adopt Resolution 14-15 approving the proposed 2014 tax levy with the following sums of money to be levied for the current year, collectible in 2015 - General Fund - \$375,409; Fire Fund - \$66,615; 2010A (2004A Portion) Bond Fund - \$15,400 and 2012A LPRW 2005 Sewer Imp Bond Fund - \$45,050. MOTION PASSED UNANIMOUSLY. The Administrator will meet with the Budget Committee to discuss additional revisions prior to the Council certifying the final levy in December.

ITEM 13: SEPTIC TANK – 326 MARKET WAY

The Council reviewed a bid proposal from Frank's Electric, Plumbing, & Heating to install 511 feet of 2" PVC for a main sewer line from Market Street to Cornelius Way. Johnson motioned, seconded by Teigland to move forward with the project. MOTION PASSED UNANIMOUSLY. The Administrator will contact Ron Sussner to clarify the need for manholes.

ITEM 14: LOT PURCHASE – NOVOTNY – FEDERAL STREET

Reisdorfer motioned, seconded by Koppien to purchase vacant land on Federal Street from Bruce & Cynthia Novotny for \$35,000 as per a November 12, 2003 agreement with the City of Minneota. MOTION PASSED UNANIMOUSLY

ITEM 15: DITCH CLEANING

The Council discussed the need to clean and restore the existing drainage ditch from Highway 68 to Lyon Street to its original condition. Teigland motioned, seconded by Reisdorfer to accept the \$5,015 estimate from Rite-Way Drainage LLC and move forward with the project. MOTION PASSED UNANIMOUSLY. Teigland motioned, seconded by Reisdorfer to grant authority to the Mayor and

Administrator to sign the agreement granting the City of Minneota a perpetual easement for purposes of maintenance and repair of the existing drainage ditch. MOTION PASSED UNANIMOUSLY

ITEM 16: LEVEE CERTIFICATION

For information purposes the Administrator presented the Council with copies of Mead & Hunt's levee certification response letter to FEMA. The information summarized the improvements performed in recent years as well as a documented implementation plan to address deficiencies that have not yet been corrected or need continued attention. In an effort to continue to improve the levee system as part of the re-submittal for accreditation, the City's Engineer Trent Bruce projects that related costs, contingent upon funding availability, will be approximately \$200,000 over the next 5 years. The City will continue to coordinate with various agencies to incorporate these improvements into future projects to minimize the impact on the citizens of Minneota.

ITEM 17: INTENDED USE PLAN

The Council reviewed the recently issued Draft 2015 Priority List and Intended Use Plans for MN Clean Water Revolving Fund and Drinking Water Revolving Fund. Minneota is #7 on the list of approximately 290 applicants. It has been determined that Phase 1 – Lyon, Grant, Jackson, 2nd and 3rd Street will not be eligible for grant money but Phase 2 – Adams Street would be eligible due to direct connections to the storm sewer that drain into the South Branch Yellow Medicine River. The Council will consider the Adams Street Project to take advantage of the grant funding and push the current project off to a later date. The Administrator will contact David Drown, Municipal Advisor to discuss the feasibility of doing the project.

ITEM 18: STORM SEWER – HWY 68 & WASHINGTON STREET

The storm sewer located at the corner of Highway 68 and Washington Street has been televised and found to be in very poor condition. The projected replacement cost for the pipe would be \$25,000. Pat Lynch from the DNR recently notified the Administrator that Minneota would be eligible for a 50% matching funds grant and should re-apply for additional funds. The City will include this project with other future improvements to maximize the amount of grant money prior to the program ending in 2016.

ITEM 19: LIBRARY

The Administrator informed the Council that the Library Board would like to relocate the Library to the O. G. Anderson building in January, 2015. It was decided that the Council Library Committee would meet with a representative from the Friends of the Library to review what has been done to insulate the building, etc. The Council wishes to review the construction in accordance with the Energy Study prior to approving the move.

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 October 13, 2014 at 6:30 p.m.

ATTEST:

Bill Ufkin, Mayor

Shirley Teigland, City Administrator

Council Approved October 13, 2014