

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, MARCH 13, 2017 AT 6:30 P.M.

COUNCIL PRESENT: Mayor John Rolbiecki
Council Member Travis Gillund
Council Member Tim Koppien
Council Member Jerry Teigland

COUNCIL ABSENT: Council Member Amber Rodas

STAFF PRESENT: Shirley Teigland

OTHERS PRESENT: Byron Higgin, John Noyes

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: \$7,277.60 additional bills register, Gambling Permit and Zoning Permit.

ITEM 3: ADOPT AGENDA

Koppien motioned, seconded by Gillund, 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 February 13, 2017 Regular Council meeting minutes. MOTION PASSED UNANIMOUSLY

ITEM 5: REPORTS AND UPDATES

(5a) - The Council reviewed the March 6, 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 the Minnesota Pollution Control Agency confirming Tim DeVlaeminck as a recipient of the 2016 Wastewater Treatment Facility Operational Award. The Council congratulates Tim on this certificate for outstanding operation, maintenance and management of the City's wastewater treatment system.

ITEM 6: APPROVE DISBURSEMENTS

Teigland motioned, seconded by Koppien to approve the payment of \$26,381.46 (as listed on the check register summary), to approve the payment of \$18,563.07 (as listed on the payroll check register) and to approve the payment of \$7,277.60 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: MINNEOTA ECONOMIC DEVELOPMENT AUTHORITY

John Noyes as a representative of the EDA Board updated the Council on recent discussions with Jane Jennen in regards to purchasing 30-35 acres of land for a future housing development of approximately 65

residential lots at a cost of \$15,000 per acre. The EDA Board would like to further investigate the feasibility and total costs of such a project. The Council thanked Mr. Noyes for his update.

ITEM 9: RESOLUTION 17-05

Teigland motioned, seconded by Koppien to adopt Resolution 17-05 approving the State of MN Joint Powers Agreement by and between the State of Minnesota acting through its Department of Public Safety, Bureau of Criminal Apprehension and the City of Minneota on behalf of its Prosecuting Attorney and Police Department and do hereby authorize John Rolbiecki as Mayor and Alexis Ramirez as City Clerk to sign the MN Joint Powers Agreement on behalf of the City. MOTION PASSED UNANIMOUSLY

ITEM 10: POLICE JOINT POWERS AGREEMENTS

Teigland motioned, seconded by Koppien to authorize John Rolbiecki as Mayor and Alexis Ramirez as City Clerk to sign the following agreements on behalf of the City: SWIFT Contract #117676 – MN042021A, Court Data Services Subscriber Amendment to CJDN Subscriber Agreement in duplicate and SWIFT Contract #121346 – MN0420300. MOTION PASSED UNANIMOUSLY

ITEM 11: POLICE DEPARTMENT RESIGNATION

The Council reviewed a letter of resignation from police officer Joel G. Walerius. Koppien motioned, seconded by Gillund to accept Mr. Walerius' resignation letter effective immediately. MOTION PASSED UNANIMOUSLY

ITEM 12: FACEBOOK PAGE

The Administrator updated the Council on their request to further engage the citizens of Minneota via social media. The initial plan was to combine the City government, police department, summer recreation and the pool into one Facebook page. Because of limitations in the messaging service it was decided that it was in the best interest of the pool and summer recreation to leave their individual pages as they are and combine the City government and police department into a single Facebook page.

ITEM 13: FERAL CATS POLICY

Over the past few years the City has experienced a dramatic increase in the number of feral cats roaming neighborhoods. To deal with this issue Chief Bolt recommended that the following policy be adopted: The City will respond to cat complaints by deploying live traps. When a cat is captured they will be transported to the Minneota Vet Clinic for evaluation. If the cat is believed to be a pet, photos will be posted on Facebook. If the owner does not quickly claim the cat Chief Bolt will contact Tracy Area Animal Rescue and Marshall Area Animal Rescue to determine if the facilities have room to rescue/adopt the cat. If the cat is not claimed by the owner, is not able to be adopted by a rescue and is feral, the cat will be euthanized. If the cat can be removed from the Minneota community via a rescue, the City will contribute the euthanasia cost to the rescue organization to be used for shots and sterilization of the cat. Teigland motioned, seconded by Koppien to adopt the feral cat policy as proposed. MOTION PASSED UNANIMOUSLY

ITEM 14: ORDINANCE 502-b

The City has received a number of complaints regarding chickens on the street and on other people's property. Chickens are currently permitted in Minneota but the City does not have an existing ordinance to govern the number or type of chickens, proper control and maintenance, pen requirements and enclosures. Teigland motioned, seconded by Koppien to adopt Ordinance 502-b. MOTION PASSED UNANIMOUSLY The ordinance becomes effective from and after its passage and publication.

ITEM 15: PUBLIC WORKS PICKUP

The Administrator opened 3 quotes for a new public works pickup. The Council reviewed quotes from Kruse Motors and Lockwood Motors/Countryside Auto Minneota, LLC. The quotes were recorded as follows: 2017 GMC 1500 Sierra - \$28,170.00; 2017 Ford F-150 - \$27,121.00; 2017 Chevrolet Silverado 1500 - \$24,618.73. Koppien motioned, seconded by Rolbiecki to accept the quote from Lockwood Motors/Countryside Auto Minneota, LLC and purchase a 2017 Chevrolet Silverado 1500 in the amount of \$24,618.73 plus tax & license fees. MOTION PASSED UNANIMOUSLY

ITEM 16: SNOW PLOW

The Administrator updated the Council on the condition of the City’s current snow plow. The plow is more than 20 years old, the hydraulic cylinders are leaking, the front pivot is worn out and the bottom of the plow is bowed, cracked and rusting. The Council also reviewed a quote for a new 2-way reversible plow from Crysteel Truck Equipment as defined in the cooperative purchase of equipment from the State of MN snow plow components and accessories contract. Teigland motioned, seconded by Koppien to accept the snow plow quote in the amount of \$13,390.21. MOTION PASSED UNANIMOUSLY

ITEM 17: WATER HYDRANTS

Gillund motioned, seconded by Koppien to approve the replacement of 2 water hydrants as per the City’s current hydrant replacement policy. MOTION PASSED UNANIMOUSLY

ITEM 18: CITY STAFF

The Council reviewed a letter sent to Commissioner Josh Tilsen, Bureau of Mediation Services, confirming that the AFSCME Council 65 withdraws its representation for the City of Minneota Employees local 1687 effective 2/28/17 at the request of the employees. There was additional discussion by the Council in relation to using the consumer price index vs the cost of living adjustment when considering employee compensation and the current policy handbook adopted in 1998. The Council decided that the review of the City’s Policy Handbook will begin at the committee level and members of the Personnel Committee will return to the Council with recommendations for additional action.

ITEM 19: ARBOR DAY

Teigland motioned, seconded by Koppien to authorize Mayor Rolbiecki to sign the 2017 Arbor Day Proclamation for publication. MOTION PASSED UNANIMOUSLY

ITEM 20: LIBRARY

At times the library is in need of substitutes and Mary Buysse, Head Librarian, requested that the Council approve two librarian substitutes to be employed as needed. Koppien motioned, seconded by Gillund to hire Leslie Mulder and Joette Ramme as library substitutes. MOTION PASSED UNANIMOUSLY

ITEM 21: GAMBLING PERMIT

Teigland motioned, seconded by Rolbiecki to approve a gambling permit applied for by the Minneota Boxelder Bug Days for a raffle to be conducted at the Minneota Golf Course, 118 E Lyon Street, Minneota, MN on June 10, 2017. MOTION PASSED UNANIMOUSLY

ITEM 22: ZONING PERMITS

Koppien motioned, seconded Gillund to approve a Zoning Permit for Arden Hammerstrom - 305 N Washington – to remove sidewalks to the street and driveway, rebuild steps and add a 10’ x 20’ patio. MOTION PASSED UNANIMOUSLY

ADJOURNMENT

Koppien motioned, seconded by Gillund, to adjourn the meeting at 7:27 p.m. MOTION PASSED UNANIMOUSLY.

The next scheduled Regular Council Meeting is scheduled for April 10, 2017 at 6:30 p.m.

ATTEST:

Shirley Teigland, City Administrator

John Rolbiecki, Mayor