

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, NOVEMBER 14, 2016 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: Travis Gillund, Shannon Gossen, Byron Higgin, Max Kaufman, Stephanie Vlaminc

ITEM 1: CALL TO ORDER

Mayor Bill Ufkin 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: \$4,939.78 additional bills register, Pond ground area repair & seeding, and Surface Pro 4 purchase.

ITEM 3: ADOPT AGENDA

Koppien 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 Teigland motioned, seconded by Johnson to approve the October 10, 2016 Regular Council meeting minutes. MOTION PASSED UNANIMOUSLY

ITEM 5: REPORTS AND UPDATES

(5a) - The Council reviewed the November 7, 2016 Police report as submitted by Chief Bolt; (5b) – the current Financial Report as submitted by Administrator Teigland; (5c) – the Compliance Evaluation Inspection Report that resulted from an inspection of the Minneota Wastewater Treatment Facility on October 12, 2016 by Brad Gillingham of the Minnesota Pollution Control Agency. Based on the results of the CEI, no violations of the terms and conditions set forth in the NPDES/SDS Permit were noted.

ITEM 6: APPROVE DISBURSEMENTS

Koppien motioned, seconded by Johnson to approve the payment of \$715,205.89 (as listed on the check register summary), to approve the payment of \$20,945.39 (as listed on the payroll check register) and to approve the payment of \$4,939.78 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: PUBLIC HEARING

Mayor Ufkin opened the Public Hearing at 6:30 p.m. to hear comment from the public regarding the proposed adoption of an ordinance opting out of the requirements of MN Statutes Section 462.3593 which permits and regulates temporary family health care dwellings. No interested persons were present to

comment on the proposed ordinance. Koppien motioned, seconded by Johnson to recess the Public Hearing at 6:32 p.m. MOTION PASSED UNANIMOUSLY. Koppien motioned, seconded by Teigland to reopen the Public Hearing at 6:58 p.m. MOTION PASSED UNANIMOUSLY. Johnson motioned, seconded by Koppien to close the public hearing at 7:00 p.m. MOTION PASSED UNANIMOUSLY. Teigland motioned, seconded by Koppien to adopt Ordinance 16-01 an ordinance opting-out of the requirements of MN Statutes, Section 462.3593, which defines and regulates temporary family health care dwellings. MOTION PASSED UNANIMOUSLY

Council Member Nancy Reisdorfer arrived at 7:05 p.m.

ITEM 9: HOUSING STUDY

Stephanie Vlaminc, Minneota EDA Vice President, updated the Council on the EDA's consideration of having a housing study done by Viewpoint Consulting to determine and guide present and future owner occupied housing, rental property needs and areas of development which would best benefit the community. The cost of this study will be \$10,800. Ms. Vlaminc asked the Council to consider contributing up to \$2,000 on behalf of the City to assist in the cost of the study. Johnson motioned, seconded by Koppien to approve up to \$2,000 in funding for the purpose of a housing study being completed by Viewpoint Consulting. MOTION PASSED UNANIMOUSLY

ITEM 10: ACTIVE LIVING PLAN

Max Kaufman, SW Regional Development Commission, met with the Council to review Minneota's Preliminary Active Living Plan along with a work plan to be used by the Active Living Committee in deciding which action steps to address first. The main goals of the plan are to increase walking and biking to school, increase walking and biking around the City of Minneota, ensure all streets in Minneota are complete streets and encourage economic growth through active living. The Council also reviewed the various strategies and action steps to accomplish these goals. Mr. Kaufman will have a final draft of the Minneota Active Living Plan completed prior to the December 12th Council meeting.

ITEM 11: RESOLUTION 16-26

Mayor Ufkin opened the public hearing at 7:00 p.m. to seek public comment on a Preliminary Plat for the proposed subdivision of a part of the Northeast Quarter of the Northeast Quarter (NE ¼, NE ¼) of section 36, Township 113 North, Range 43 West, to be known as Minneota Industrial Park Second Addition to the City of Minneota. No interested persons were present to comment on the Preliminary Plat. Koppien motioned, seconded by Johnson to recess the public hearing at 7:03 p.m. MOTION PASSED UNANIMOUSLY. Koppien motioned, seconded by Reisdorfer to re-open the public hearing at 7:30 p.m. MOTION PASSED UNANIMOUSLY. The Council reviewed the preliminary plat and required resolutions. Koppien motioned, seconded by Reisdorfer to close the public hearing at 7:38 p.m. MOTION PASSED UNANIMOUSLY. Teigland motioned, seconded by Koppien to adopt Resolution 16-30 to execute a deed to convey real estate from the City of Minneota to the Minneota Economic Development Authority. MOTION PASSED UNANIMOUSLY. Reisdorfer motioned, seconded by Johnson to authorize Bill Ufkin as Mayor and Alexis Ramirez as Clerk to sign a Warranty Deed to convey and warrant real property to the Minneota Economic Development Authority. MOTION PASSED UNANIMOUSLY. Johnson motioned, seconded by Reisdorfer to adopt Resolution 16-31 approving the Final Plat of the Minneota Industrial Park Second Addition to the City of Minneota and authorize Bill Ufkin as Mayor and Alexis Ramirez as Clerk to sign the Final Plat. MOTION PASSED UNANIMOUSLY

ITEM 12: 2016 GENERAL ELECTION

Johnson motioned, seconded by Koppien to adopt resolution 16-29 approving the 2016 election judges. MOTION PASSED UNANIMOUSLY. Teigland motioned, seconded by Reisdorfer to adopt Resolution 16-32 certifying the results of the 2016 General Election. MOTION PASSED UNANIMOUSLY

ITEM 13: GAMBLING PERMIT

Teigland motioned, seconded by Johnson to approve the LG220 Application for Exempt Permit for the Southwest Sportsmen Club bingo/raffle event on February 25, 2017. MOTION PASSED UNANIMOUSLY

ITEM 14: ZONING PERMITS

- a) Jerzak, Jack – 309 N Adams – 30’ x 40’ x 10’ Garage
- b) Przymus, Ann – 400 N Grant – 28’ x 30’ x 9’ Garage

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

ITEM 15: 2016 ADAMS STREET PROJECT

Teigland motioned, seconded by Johnson to approve Change Order #5 modifying the Adams Street Improvements Project and increasing the total contract by \$2,228.00. MOTION PASSED UNANIMOUSLY

ITEM 16: PLUM CREEK LIBRARY SYSTEM AGENCY AGREEMENT

Johnson motioned, seconded by Reisdorfer to approve the October 20, 2016 Plum Creek Library System Agreement and authorize Bill Ufkin as Mayor and Judy Hagen as Library Board President to sign the agreement on behalf of the City. MOTION PASSED UNANIMOUSLY

ITEM 17: GORECKI SITE DEVELOPMENT

The Council reviewed a preliminary concept plan alternative #4 for development of the Gorecki property. The plan is information only and no action was taken by the Council.

ITEM 18: RECORDS DESTRUCTION

Teigland motioned, seconded by Johnson to authorize the Clerk to destroy all records in accordance with MN Statutes 138.17 as listed in detail on the November 14, 2016 Records Destruction Report. MOTION PASSED UNANIMOUSLY

ITEM 19: CONSTRUCTION SPOILS

An area near the ponds has been damaged by truck traffic bringing spoils in from the Adams Street Project for storage. Teigland motioned, seconded by Reisdorfer to contract with Justin Pesch to repair and seed the damaged area at a cost of \$6,100. MOTION PASSED UNANIMOUSLY

ITEM 20: COUNCIL EQUIPMENT

The Council reviewed quotation 232744532 from Best Buy to replace the current Surface 2 Pro RT Tablets with new Surface Pro 4 tablets and keyboards. The quotation denotes a savings of \$1,900 and total cost of \$3,856.16. Koppien motioned, seconded by Reisdorfer. KOPPIEN, REISDORFER, TEIGLAND AND UFKIN VOTED YES WITH JOHNSON ABSTAINING. MOTION PASSED

ADJOURNMENT

Koppien motioned, seconded by Johnson, to adjourn the meeting at 7:45 p.m. MOTION PASSED UNANIMOUSLY.

The next scheduled Regular Council Meeting is scheduled for December 12, 2016 at 6:30 p.m.

ATTEST:

Bill Ufkin, Mayor

Shirley Teigland, City Administrator

Council Approved December 12, 2016