

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, DECEMBER 8, 2025 AT 6:30 P.M.

COUNCIL PRESENT: Mayor John Rolbiecki
Council Member Travis Gillund
Council Member Tim Koppien
Council Member Chris Swoboda
Council Member Nancy Reisdorfer

COUNCIL ABSENT:

STAFF PRESENT: Chesney Guetter, Mario RedLegs

OTHERS PRESENT: Karen Abbey, Riley Rinehart, Brady Cork, Barb Knutson,
Jennifer Kronke, John Engels

ITEM 1: CALL TO ORDER

Mayor Rolbiecki called the regular monthly meeting to order at 6:31 p.m.

ITEM 2: CALL FOR AGENDA ADDITIONS

There were no additions to the agenda.

ITEM 3: ADOPT AGENDA

Koppien motioned, seconded by Swoboda to adopt the agenda as presented. MOTION PASSED UNANIMOUSLY

ITEM 4: PUBLIC HEARING – SCDP

Koppien motioned, seconded by Gillund to open the public hearing at 6:31 p.m. for the Small Cities Development (SCDP) grant. As the project is midway through implementation, a second public hearing is required by DEED. Jennifer Kronke with DSI provided a progress update and offered an opportunity for public question and comment. No residents were present. Koppien motioned, seconded by Gillund to close the SCDP hearing at 6:44 p.m. MOTION PASSED UNANIMOUSLY

ITEM 5: PUBLIC HEARING – TRUTH IN TAXATION

Koppien motioned, seconded by Gillund to open the Truth in Taxation hearing at 6:31 p.m. to obtain citizen input, comments, recommendations, and suggestions regarding the Final 2025 Budget and Tax Levy.

Administrator Guetter summarized a modified budget for the Council that included reductions in debt fund transfers and other departmental adjustments, lowering the proposed 2025 tax levy from 12.96% to 4.42%. Expenses with the greatest impact on the budget included the addition of \$24,620, \$33,023, and \$65,000 for bond payments related to the E. Lyon Street Infrastructure Project, as well as limited budget increases within the Public Works departments. Barb Knutson was present to comment on her proposed tax statement; the Council explained that the figures were not final and would be significantly reduced once the final budget was approved.

Koppien motioned, seconded by Gillund to close the Truth in Taxation hearing at 6:44 p.m. MOTION PASSED UNANIMOUSLY

Koppien motioned, seconded by Reisdorfer to adopt Resolution 25-13 approving the Final 2025 Tax Levy collectible in 2026 with the following sums of money levied upon the taxable property in the City of Minneota for the following purposes: General Fund - \$450,085; Fire Fund - \$82,276; 2024A GO Bond Fund - \$24,620; 2024B GO Imp. Bond Fund - \$33,023; 2024 PFA Lyon Fund -\$65,000; 2016A GO Bond Fund - \$87,401; 2018 GO Bond Fund - \$32,297. MOTION PASSED UNANIMOUSLY

ITEM 6: MEETING MINUTES

The council reviewed the prior month Council meeting minutes. With no questions or additional comments Reisdorfer motioned, seconded by Gillund to approve the November 10, 2025 Council meeting minutes. MOTION PASSED UNANIMOUSLY

ITEM 7: REPORTS & UPDATES

The Council reviewed the following reports and had no additional questions or comments: (6a) – Police report presented by Chief Mario RedLegs; (6b) - the current Financial Report as submitted by Administrator Guetter; (6c) – Y-T-D Budget.

ITEM 8: EXPENSES & DISBURSEMENTS

Reisdorfer motioned, seconded by Swoboda to approve the payment of \$548,708.89 (as listed on the check register summary), to approve the payment of \$30,342.31 (as listed on the payroll check register). MOTION PASSED UNANIMOUSLY

ITEM 9: CONCERNED CITIZENS

No comments or requests were received either in person or in writing.

ITEM 10: E LYON STREET PROJECT

(10a) – Riley Rinehart and Brady Cork of DGR Engineering provided a progress report on the E Lyon Street Project and presented Pay Application #10. (10b) – Mr. Rinehart also presented Change Order #4 adjusting the project completion date to allow for the asphalt wearing course to be completed in Spring of 2026. Gillund motioned, seconded by Swoboda to accept Change Order #4. MOTION PASSED UNANIMOUSLY

ITEM 11: UTILITY RATES

Gillund motioned, seconded by Reisdorfer to adopt Ordinance 25-03 establishing fees and charges for water, sewer, & garbage services effective January 1, 2026. MOTION PASSED UNANIMOUSLY

ITEM 12: LIQUOR LICENSES

Gillund motioned, seconded by Swoboda to approve the 2026 Liquor Licenses as listed below. MOTION PASSED UNANIMOUSLY

- | | |
|---|-----------------------------------|
| a) American Legion Post 199 | On-Sale Liquor, Sunday Liquor |
| b) Highway 68 Liquor | Off-Sale Liquor, Sunday Liquor |
| c) T& P Enterprises DBA City Hall Bar & Grill | Combination Liquor, Sunday Liquor |

ITEM 13: AUDITOR

Gillund motioned, seconded by Reisdorfer to authorize Mayor John Rolbiecki and Administrator Chesney Guetter to sign the Letter of Engagement with Katie M Jacobson, CPA. MOTION PASSED UNANIMOUSLY

ITEM 14: DONATIONS

Gillund motioned, seconded by Koppien to adopt Resolution 25-14 accepting a donation of \$10,000 from an Anonymous Donor for the Fire Department. MOTION PASSED UNANIMOUSLY Gillund motioned, seconded by Koppien to adopt Resolution 25-15 accepting a donation of \$1,000 from Edward Jones for the First Responders. MOTION PASSED UNANIMOUSLY

ITEM 15: VOTER ACCOUNT AGREEMENT

Gillund motioned, seconded by Koppien to adopt Resolution 25-16 agreeing to allow Lyon County to retain all funds as transferred by the Office of the Secretary of State for Voter Operations, Technology, & Election resources in accordance with MN Statutes section 5.305. MOTION PASSED UNANIMOUSLY

ITEM 16: TAYLOR FAMILY FARMS GRANT

Gillund motioned, seconded by Koppien to adopt Resolution 25-17 accepting a grant of \$25,000 from Taylor Family Farms Foundation on behalf of the Little Explorers Childcare Center. MOTION PASSED UNANIMOUSLY

ITEM 17: CITY STAFFING

Koppien motioned, seconded by Swoboda to approve the hiring of Austin Thompson as part-time snow removal help. MOTION PASSED UNANIMOUSLY Koppien motioned, seconded by Swoboda to approve a 3% increase in the City Wage Step Scale effective January 1, 2026. MOTION PASSED UNANIMOUSLY

ITEM 18: MAYBE ESTATES

Koppien motioned, seconded by Gillund to approve the Maybe Estates Severe Weather Plan. MOTION PASSED UNANIMOUSLY

ITEM 19: CITY STAFFING

Koppien motioned, seconded by Swoboda to close the meeting for staff review at 7:11 p.m. MOTION PASSED UNANIMOUSLY Koppien motioned, seconded by Reisdorfer to offer the open City Clerk position to applicant Shalayna Kloos at grade 4, step 1 on the City’s 2026 Wage Step scale. MOTION PASSED UNANIMOUSLY Koppien motioned, seconded by Gillund to reopen the meeting at 7:19 p.m. MOTION PASSED UNANIMOUSLY

ITEM 20: ADJOURNMENT

Koppien motioned, seconded by Gillund to adjourn the meeting at 7:19 p.m. MOTION PASSED UNANIMOUSLY

The next Regular Council Meeting is scheduled for January 12, 2026 at 6:30 p.m.

ATTEST:

Chesney Guetter, City Administrator

John Rolbiecki, Mayor

Council Approved January 12, 2026