

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, APRIL 10, 2023 AT 6:30 P.M.

COUNCIL PRESENT: Mayor John Rolbiecki
Council Member Travis Gillund
Council Member Tim Koppien
Council Member Nancy Reisdorfer
Council Member Amber Rodas

STAFF PRESENT: Shirley Teigland

OTHERS PRESENT: Mark Buysse, Jessica Foley, Edward Moore, Cynthia Moore, John Noyes, Brian Rodas, Erik Skogquist, Roger Stack, Braden Wyffels

ITEM 1: CALL TO ORDER

Mayor 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 item be added: \$9,960.13 Extra Check Register

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: PUBLIC HEARING

Koppien motioned, seconded by Rodas to open the public hearing at 6:31 p.m. for the purpose of the Local Board of Appeal and Equalization to provide a fair and objective forum for property owners to appeal their valuation or classification of property taxes. Per Mark Buysse, Lyon County Assessor, for the 2023 assessment, Minneota had 21 sales transactions with a preliminary sales ratio of 84.85%. The assessment level for all property types in all jurisdictions in Minnesota is 100%, with an acceptable median ratio falling within the range of 90 to 105 percent. With the statutory requirement being met and after analysis of all neighborhoods and properties within the City of Minneota, all residential saw on average a 15% increase overall. All other properties and property types did not see any adjustments other than new construction and/or depreciation. Edward and Cynthia Moore, 107 Golf Course Road met with the assessors to discuss the valuation increase on their property. The decision was made to have the assessor's office review the information and come back to the Council with a recommendation by the next Council meeting. Koppien motioned, seconded by Gillund to close the public hearing at 7:00 p.m. MOTION PASSED UNANIMOUSLY

ITEM 5: PUBLIC HEARING

Koppien motioned, seconded by Rodas to open the public hearing at 6:58 p.m. to obtain citizen input, comments, recommendations, and suggestions regarding community development needs and priorities in Minneota. The City is in the process of completing a final application for the Small Cities Development Owner Occupied and Rental Rehabilitation Program. Jessica Foley, Development Services reviewed with the Council the project description, budget, cost effectiveness, income thresholds and percentages of SCDP funds per income tier, multi-family rental funding, proposed administrator implementation, conflict of interest disclosure, and Tennessee Warning Notice.

Rodas motioned, seconded by Gillund to close the public hearing at 7:10 p.m. MOTION PASSED UNANIMOUSLY. Gillund motioned, seconded by Rodas to move forward with the SCDP Final Application and authorize John Rolbiecki as Mayor to sign the grant application forms when completed. GILLUND, KOPPIEN, RODAS AND ROLBIECKI VOTED YES WITH REISDORFER ABSTAINING. MOTION PASSED. Gillund motioned, seconded by Rodas to adopt Resolution 23-08 a Local Government Application resolution. GILLUND, KOPPIEN, RODAS AND ROLBIECKI VOTED YES WITH REISDORFER ABSTAINING. MOTION PASSED. Gillund motioned, seconded by Rodas to approve the Request for Proposals for administrative services. GILLUND, KOPPIEN, RODAS AND ROLBIECKI VOTED YES WITH REISDORFER ABSTAINING. MOTION PASSED.

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 March 13, 2023 Council meeting minutes. MOTION PASSED UNANIMOUSLY

ITEM 7: REPORTS & UPDATES

The Council reviewed the following reports and had no additional questions or comments: (6a) – 4/4/23 Police report as submitted by Chief Bolt; (6b) - the current Financial Report as submitted by Administrator Teigland; (6c) – Y-T-D Budget.

ITEM 8: EXPENSES & DISBURSEMENTS

Reisdorfer motioned, seconded by Rodas to approve the payment of \$40,860.46 (as listed on the check register summary), to approve the payment of \$34,500.25 (as listed on the payroll check register) and to approve the payment of \$9,960.13 in additional bills (as listed on the second check register summary). MOTION PASSED UNANIMOUSLY

ITEM 9: CONCERNED CITIZENS

Brian Rodas asked that the Council consider making changes to the City’s Golf Cart and ATV Ordinance and allow carts that are considered street legal to not be required to have a slow moving vehicle sign. The Administrator will review the ordinance and return to the next council meeting with additional information. No other comments or requests were received either in person or in writing.

ITEM 10: EMERGENCY MANAGEMENT

Administrator Teigland reviewed a request by Matt Boettger, Emergency Management Director to purchase a new radio, battery, holder and lapel microphone to aid in communication and coordination of response in emergency incidents. Gillund motioned, seconded by Reisdorfer to purchase the radio and accessories for \$5,632.62. MOTION PASSED UNANIMOUSLY

ITEM 11: PARKS DEPARTMENT

Gillund motioned, seconded by Koppien to approve hiring Robert Matherly as part-time mower and move him to the next wage step scale of \$14.50/hour. MOTION PASSED UNANIMOUSLY

ITEM 12: GAMBLING PERMITS

Koppien motioned, seconded by Gillund to approve the following Gambling Permits: Minneota Fire Relief Association for a raffle being held on October 8, 2023 and Countryside Golf Club, Inc. for a raffle being held on July 15, 2023. MOTION PASSED UNANIMOUSLY

ITEM 13: PAY EQUITY

The Council reviewed a letter from Dominique Murray, Pay Equity Coordinator reading, “Congratulations! I am very pleased to send you the attached notification of compliance with the Local Government Pay Equity Act. Since the law was passed in 1984, jurisdictions have worked diligently to meet compliance requirements and your work is to be commended.” Reisdorfer motioned, seconded by Rodas to authorize John Rolbiecki to sign all required paperwork on behalf of the City of Minneota. MOTION PASSED UNANIMOUSLY

ITEM 14: GENERAL ADMINISTRATION

Administrator Teigland discussed with the Council the current server, located in the General Administration Office, that backs up all computers on the network and confirmed that the server is beginning to fail and needs to be replaced. The Council reviewed a quote from The Computer Man for a new server. Rodas motioned, seconded by Reisdorfer to accept Quote #622029 from The Computer Man for a HPE ProLiant ML110 G10 4.SU Tower Server, installation costs included for a total quoted price of \$5,926. MOTION PASSED UNANIMOUSLY

ITEM 14: ZONING PERMITS

Reisdorfer motioned, seconded by Rodas to approve the following Zoning Permits: David Antony – 403 E 2nd Street – 26’ x 26’ x 8’ Garage and Rugged Rock Rentals – 409 Maple Drive – move in 30’ x 40’ x 20’ House. MOTION PASSED UNANIMOUSLY

ITEM 15: ADJOURNMENT

Koppien motioned, seconded by Gillund to adjourn the meeting at 7:35 p.m. MOTION PASSED UNANIMOUSLY

The next Regular Council Meeting is scheduled for May 8, 2023 at 6:30 p.m.

ATTEST:

Shirley Teigland, City Administrator

John Rolbiecki, Mayor

Council Approved April 17, 2023