

## 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, AUGUST 14, 2017 AT 6:30 P.M.

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

**STAFF PRESENT:** Shirley Teigland

**OTHERS PRESENT:** Ken DeBaer, Byron Higgin, Cilla Hughes, Bruce Laleman, 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: \$21,456.49 additional bills register and the Minneota Walking and Biking Brochure.

### **ITEM 3: ADOPT AGENDA**

Koppien motioned, seconded by Rodas, 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 Koppien to approve the July 10, 2017 Regular Council meeting minutes.  
MOTION PASSED UNANIMOUSLY

### **ITEM 5: REPORTS AND UPDATES**

The Council discussed the following reports: (5a) - the August 1, 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) - June 13, 2017 and July 11, 2017 EDA Minutes; (5e) - Minneota Walking & Biking Brochure.

### **ITEM 6: APPROVE DISBURSEMENTS**

Koppien motioned, seconded by Teigland to approve the payment of \$172,156.75 (as listed on the check register summary), to approve the payment of \$29,663.56 (as listed on the payroll check register) and to approve the payment of \$21,456.49 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: VETERANS PARK**

Teigland motioned, seconded by Rodas to approve the purchase of an Eternal Light to be placed in Veterans Park on behalf of the City. MOTION PASSED UNANIMOUSLY

**ITEM 9: PROPERTY/CASUALTY/WC INSURANCE**

Cilla Hughes, Doyle Insurance, reviewed a number of key points with the Council in regards to the League of MN Cities Insurance Trust and the process of renewing the City's Property, Casualty and Workers Compensation Insurance. Teigland motioned, seconded by Gillund to authorize John Rolbiecki as Mayor to sign the League of MN Cities Liability Coverage Waiver on behalf of the City stating that the City of Minneota does not waive the monetary limits on municipal tort liability established by MN Statutes, Section 466.04. MOTION PASSED UNANIMOUSLY

**ITEM 10: ZONING PERMIT**

- a) Minneota Public School – Kompelien Field – 14' x 8' Press Box Addition
- b) Myhre, Tom – 220 S Jackson Street – 40' x 60' x 12' Garage

Koppien motioned, seconded by Rolbiecki to approve all zoning permits as listed above. MOTION PASSED UNANIMOUSLY. Rodas motioned, seconded by Teigland to eliminate the permit fee on the Minneota Public School's Zoning Permit Application. MOTION PASSED UNANIMOUSLY

**ITEM 11: LIQUOR LICENSE**

- a) Minneota Boxelder Bug Days Committee – 2-Day Special Event – September 9 & 10, 2017
- b) St. Edward Church – 1-Day Special Event – September 17, 2017

Teigland motioned, seconded by Koppien to approve all Special Event Liquor Licenses as listed above. MOTION PASSED UNANIMOUSLY

**ITEM 12: GAMBLING PERMIT**

- a) Minneota Boxelder Bug Days Committee – Raffle – September 10, 2017
- b) St. Edward Church – Raffle – September 17, 2017

Teigland motioned, seconded by Koppien to approve all Gambling Permits as listed above. MOTION PASSED UNANIMOUSLY

**ITEM 13: LAND DEVELOPMENT**

The Administrator reviewed potential layout alternatives and preliminary cost estimates to develop housing lots in Outlots T, U and V, Eighth Railway Addition of Minneota. Bruce Laleman and John Noyes also reviewed the paperwork and expressed their support of the development along with stating their interest in building 1 or 2 twin homes in the development. Teigland motioned, seconded by Rodas to move forward with the next required steps prior to final approval of the housing development. MOTION PASSED UNANIMOUSLY.

**ITEM 14: SMALL CITIES DEVELOPMENT GRANT**

Koppien motioned, seconded by Gillund to authorize Mayor John Rolbiecki to sign a Request for Release of Funds, Certificate of Categorical Exclusion Environmental Activities For SCDP Funded Projects and an Affidavit of Posting on behalf of the City of Minneota as required by the MN Department of Employment & Economic Development. MOTION PASSED UNANIMOUSLY

**ITEM 15: COMBINED POLLING PLACE**

Koppien motioned, seconded by Gillund to approve combining election polling places with Nordland and Westerheim Townships. MOTION PASSED UNANIMOUSLY. The Council will adopt a formal resolution once details are finalized prior to December 31, 2017.

**ITEM 16: ADAMS STREET PROJECT**

Teigland motioned, seconded by Koppien to approve the Certificate for Payment No. 7 and issue a final check to Duinick, Inc. in the amount of \$22,456.49 once all closing documents are complete and on file in the Administrative Office. MOTION PASSED UNANIMOUSLY

**ITEM 17: LAW ENFORCEMENT TRAINING CONTRACT**

Rodas motioned, seconded by Rolbiecki to authorize the City Administrator to sign the Law Enforcement Training Contract with MN West Community & Technical College on behalf of the City of Minneota for professional and technical services and authorize Chief Bolt to instruct P.O.S.T. Board mandated classes for Shooting Qualifications and Use of Force at no cost to the City. MOTION PASSED UNANIMOUSLY

**ITEM 18: RESOLUTION 17-10**

Rolbiecki motioned, seconded by Rodas to adopt Resolution 17-10 to close Highway 68 – 8:00 a.m. Saturday, September 9, 2017 to 4:00 p.m. Sunday, September 10, 2017 for Minneota Boxelder Bug Days. MOTION PASSED UNANIMOUSLY

**ITEM 19: LIFT STATION GENERATOR**

Teigland motioned, seconded by Koppien to accept the Preventative Maintenance Quote from Titan Energy Solutions to perform preventative maintenance services on the Main Lift Station generator. All services, parts and labor are included in the quoted price of \$1,666.00. MOTION PASSED UNANIMOUSLY

**ITEM 20: SEALCOAT QUOTES**

The Council reviewed quotes from Bituminous Paving and Caldwell Asphalt Co. for the 2017 Sealcoat Project. Bituminous Paving’s price was \$3.25/SY and Caldwell Asphalt Co.’s quote was \$2.00/SY. Koppien motioned, seconded by Rodas to accept Caldwell Asphalt Co.’s quote of \$2.00/SY and proceed with the 2017 Sealcoat Project in the following areas: Frontage Road – Industrial Park; East Lyon – Eisenhower Street – Golf Course Road; and South End Golf Course Road – Highway 68. MOTION PASSED UNANIMOUSLY

**ITEM 21: REHAB LOAN**

Rodas motioned, seconded by Gillund authorize John Rolbiecki as Mayor and Shirley Teigland as Administrator to sign a Satisfaction of Combination & Deferred Loan Agreement between the City of Minneota and Mortgager Swede’s Service Center. MOTION PASSED UNANIMOUSLY

**ADJOURNMENT**

Koppien motioned, seconded by Rodas, to adjourn the meeting at 7:30 p.m. MOTION PASSED UNANIMOUSLY.

*The next scheduled Regular Council Meeting is scheduled for September 11, 2017 at 6:30 p.m.*

ATTEST:

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Shirley Teigland, City Administrator

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John Rolbiecki, Mayor

Council Approved September 11, 2017