

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 11, 2023, AT 6:30 P.M.

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

COUNCIL ABSENT: Council Member Amber Rodas

STAFF PRESENT: Shirley Teigland

OTHERS PRESENT: John Engels, Jessica Foley

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 items be added: \$35,009.49 Extra Check Register and Maybe Estates Severe Weather Plan.

ITEM 3: ADOPT AGENDA

Koppien motioned, seconded by Gillund to adopt the agenda as amended with the additions as listed above. MOTION PASSED UNANIMOUSLY

ITEM 4: PUBLIC HEARINGS

Reisdorfer motioned, seconded by Gillund to open both the Truth and Taxation hearing and City Ordinance Code Adoption Hearing at 6:31 p.m. to obtain citizen input, comments, recommendations, and suggestions regarding the Final 2023 Budget and Tax Levy and the adoption of a proposed Code of Ordinances.

The Council has reviewed all Titles I - XV of the proposed Code of Ordinances, penalties for violation of various provisions, the reference of certain statutes and administrative rules of the State of Minnesota and changes to zoning regulations. All substantive revisions, amendments and updates to each Title have also been reviewed by the City Council, City staff and Engels & Larsen, PLLC. No citizen input, comments or recommendations were received either in person or in writing regarding the City of Minneota Code of Ordinances.

Administrator Teigland summarized for the Council a modified budget that included cuts in debt fund transfers and other departments to lower the proposed 2023 Tax Levy from 8.28% to 2.5%. Expenses having the greatest impact on the budget are the addition of \$90,000 to the Capital Outlay Fund for the upcoming Infrastructure Project Phase I and limited budget increases in Public Safety and Recreation. No interested persons were present to comment on items pertaining to the budget and levy and no other comments or requests were received either in person or in writing.

Koppien motioned, seconded by Reisdorfer to close the Truth and Taxation hearing at 6:50 p.m. MOTION PASSED UNANIMOUSLY. Koppien motioned, seconded by Reisdorfer to close the City Ordinance Code hearing at 6:51 p.m. MOTION PASSED UNANIMOUSLY.

Reisdorfer motioned, seconded by Gillund to adopt Resolution 23-19 approving the Final 2023 Tax Levy collectible in 2024 with the following sums of money levied upon the taxable property in the City of Minneota for the following purposes: General Fund - \$532,374; Fire Fund - \$96,866; 2012 LPRW 2005 Sewer Imp Bond Fund - \$17,561; 2016A GO Bond Fund - \$36,741; 2018 GO Bond Fund - \$22,100. MOTION PASSED UNANIMOUSLY. Reisdorfer motioned, seconded by Koppien to adopt Ordinance 23-20 enacting a Code of Ordinances for the City of Minneota, MN, amending, restating, revising, updating, codifying, and compiling certain ordinances of the City dealing with the subjects embraced in the Code of Ordinances, and providing penalties for the violation of the Code of Ordinances. All prior ordinances pertaining to subjects treated in the Code of Ordinances shall be deemed repealed from and after the effective date of Ordinance 23-04, except as they are included and re-ordained in whole or part in the Code of Ordinances. MOTION PASSED UNANIMOUSLY

ITEM 5: MEETING MINUTES

The Council reviewed the prior month Council meeting minutes. With no questions or additional comments Koppien motioned, seconded by Reisdorfer to approve the November 13, 2023, Council meeting minutes. MOTION PASSED UNANIMOUSLY

ITEM 6: REPORTS & UPDATES

The Council reviewed the following reports and had no additional questions or comments: (6a) – 12/4/23 Police report as submitted by Chief Bolt; (6b) - the current Financial Report as submitted by Administrator Teigland; (6c) – Y-T-D Budget; (6d) – 2022 Continuing Disclosure

ITEM 7: EXPENSES & DISBURSEMENTS

Reisdorfer motioned, seconded by Koppien to approve the payment of \$42,296.98 (as listed on the check register summary), to approve the payment of \$57,062.12 (as listed on the payroll check register) and to approve the payment of \$35,009.49 in additional bills (as listed on the second check register summary). MOTION PASSED UNANIMOUSLY

ITEM 8: CONCERNED CITIZENS

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

ITEM 9: SCDP GRANT FUNDING

Jessica Foley, Development Services, Inc. met with the Council to discuss and review startup documents and plans for the administration and implementation of the SCDP Grant (CDAP-23-0002-O-FY24) awarded to the City of Minneota. Koppien motioned, seconded by Gillund to authorize John Rolbiecki as Mayor and Shirley Teigland as City Administrator to sign the Grant Administration Service Agreement between the City of Minneota and Development Services, Inc. GILLUND, KOPPIEN, ROLBIECKI VOTED YES, RESIDORFER ABSTAINED. MOTION PASSED. Gillund motioned, seconded by Koppien to adopt Resolution 23-20 adopting Grant plans and documents as required by the grant program. GILLUND, KOPPIEN, ROLBIECKI VOTED YES, RESIDORFER ABSTAINED. MOTION PASSED. Koppien motioned, seconded by Gillund to authorize John Rolbiecki as Mayor to sign the Broad-Level Tiered Environmental Review and request the Business and Community Development Division (BCD), Small Cities Development Program, Minnesota Department of Employment and Economic Development (DEED), release federal funds under Title 1 of the Housing and Community Development Act of 1974, as amended (P.L. 98-181 for the Minneota Housing Rehabilitation Project. GILLUND, KOPPIEN, ROLBIECKI VOTED YES, RESIDORFER ABSTAINED. MOTION PASSED

ITEM 10: UTILITY RATES

Gillund motioned, seconded by Koppien to adopt Ordinance 23-03 establishing fees and charges for water, sewer & garbage services effective January 1, 2024. MOTION PASSED UNANIMOUSLY

ITEM 11: CITY CODE BOOK

Council will address and answer questions regarding Code of Ordinance additions during the public hearing.

ITEM 12: GAMBLING PERMITS

Reisdorfer motioned, seconded by Koppien to approve the following Gambling Permits: Countryside Golf Club – 6/8/24 & 9/7/24 raffle and St. Edward Church - 2/3/24 raffle. MOTION PASSED UNANIMOUSLY

ITEM 13: DONATIONS

Gillund motioned, seconded by Koppien to adopt Resolution 23-17 accepting a donation of \$10,000 from an Anonymous Donor for the Fire Department. MOTION PASSED UNANIMOUSLY. Koppien motioned, seconded by Gillund to adopt Resolution 23-18 accepting a donation of \$40,000 from the Minneota Firemen Relief Association for the Fire Department. MOTION PASSED UNANIMOUSLY

ITEM 14: MAYBE ESTATES

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

ITEM 15: ADJOURNMENT

Koppien motioned, seconded by Gillund to adjourn the meeting at 7:40 p.m. MOTION PASSED UNANIMOUSLY

The next Regular Council Meeting is scheduled for January 8, 2024 at 6:30 p.m.

ATTEST:

Shirley Teigland, City Administrator

John Rolbiecki, Mayor

Council Approved January 8, 2024