

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 9, 2019 AT 6:30 P.M.

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

STAFF PRESENT: Shirley Teigland

OTHERS PRESENT: Jim Accurso, Byron Higgin

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: \$41,250.30 additional bills register and 2020 U.S. Census

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: PUBLIC HEARING

Koppien motioned, seconded by Gillund to open the Truth and Taxation Public Hearing at 6:32 p.m. MOTION PASSED UNANIMOUSLY. Administrator Teigland summarized for the Council a modified budget that included cuts being made in all departments to lower the proposed levy of 16.39% to a final levy of 12.30%. The Administrator clarified that the 12.30% is not an accurate representation of the final levy due to the fact that the City has decertified TIF District 1-2 and because of this action the City's tax base will increase by 8% and therefore the actual levy impact to property taxes will be 5%. The Administrator also reviewed additional information identified during the Capital Improvements Finance Workshop as presented by Public Finance Advisor Mike Bubany. According to the information collected on 11 similarly sized communities: Minneota has the highest Median Household Income, the 4th lowest Local Tax Rate, a Total Debt Per Capita that is ½ the average debt of the other communities and the total cost of City services including property taxes and water & sewer bills indicates that the cost of living in Minneota is also on the lower end of the comparison group. No interested persons were present to comment on items pertaining to the budget and levy. Koppien motioned, seconded by Rodas to close the Truth in Taxation Hearing at 7:25 p.m. MOTION PASSED UNANIMOUSLY

ITEM 5: 2019 FINAL LEVY

Koppien motioned, seconded by Reisdorfer to adopt Resolution 19-15 approving the Final 2019 Tax Levy and the following sums of monies to be levied for the current year, collectible in 2020 upon taxable property in the City of Minneota for the following purposes: General Fund - \$396,554; Fire Fund - \$71,683; 2010A (2004A Portion) Bond Fund - \$16,152; 2012 LPRW 2005 Bond Fund - \$65,766; 2016 GO Bond Fund - \$7,000; and 2018 GO Bond Fund - \$24,720. MOTION PASSED UNANIMOUSLY

ITEM 6: SPECIAL ASSESSMENT

Reisdorfer motioned, seconded by Gillund to adopt Resolution 19-16 for assessment of nuisance abatement costs and assess the amount of \$26,482.36 against property owned by Melvin Breyfogle with tax parcel number 28-106055-0. Such assessment shall be payable in equal annual installments extending over a period of 10 years and shall bear interest at the rate of 3% annum from the date of the adoption of this assessment resolution. GILLUND, REISDORFER, RODAS AND ROLBIECKI VOTED YES WITH KOPPIEN ABSTAINING. MOTION PASSED.

ITEM 7: PARKING LOT C

Koppien motioned, seconded by Rodas to adopt Ordinance 19-02 establishing parking hours and designating Parking Lot C located on the Southeast side of the Minneota Library. MOTION PASSED UNANIMOUSLY

ITEM 8: MEETING MINUTES

The Council reviewed the prior month Council meeting minutes. With no questions or additional comments Rodas motioned, seconded by Gillund to approve the November 18, 2019 council meeting minutes. MOTION PASSED UNANIMOUSLY

ITEM 9: REPORTS & UPDATES

The Council had no additional questions or comments on the following reports: (9a) – December Police report as submitted by Chief Bolt; (9b) - the current Financial Report as submitted by Administrator Teigland; (9c) – YTD Budget; (9d) – Workers Comp Insurance Refund

ITEM 10: EXPENSES & DISBURSEMENTS

Reisdorfer motioned, seconded by Gillund to approve the payment of \$320,637.77 (as listed on the check register summary), to approve the payment of \$61,769.91 (as listed on the payroll check register) and to approve the payment of \$41,250.30 in additional bills (as listed on the second check register summary). MOTION PASSED UNANIMOUSLY

ITEM 11: CONCERNED CITIZENS

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

ITEM 12: UTILITY RATES

Reisdorfer motioned, seconded by Koppien to adopt Ordinance 19-01 establishing fees and charges for Water, Sewer and Garbage Services for the City of Minneota effective January 1, 2020. Residential and Commercial Water, Sewer and Garbage Rates will increase 5%, Storm Water Maintenance Fee will increase to \$10.00 per quarter and the State Water Testing Fee as determined by the MN Department of Health will increase to \$2.34 per quarter. MOTION PASSED UNANIMOUSLY

ITEM 13: GORECKI ADDITION

Reisdorfer motioned, seconded by Rodas to approve Final Payment #7 payable to Duininck, Inc. in the amount of \$52,382.90 for work completed on the Gorecki Addition Improvements Project. MOTION PASSED UNANIMOUSLY

ITEM 14: GORECKI ADDITION

Gillund motioned, seconded by Rodas to approve Change Order #1 allowing the use of SPWEB340B mix with 28% RAP and incorporating a \$1,920 deduction in the total contract amount with Central Specialties, Inc. MOTION PASSED UNANIMOUSLY. Reisdorfer motioned, seconded by Rodas to approve Payment #1 payable to Central Specialties, Inc. in the amount of \$208,225.27 for work completed on the Jackson/Grant Street Reconstruction Project through October 1, 2019. MOTION PASSED UNANIMOUSLY

ITEM 15: LIQUOR LICENSES

Gillund motioned, seconded by Rodas to approve the following 2020 Liquor Licenses: American Legion Post 199 On-Sale Beer License and Set-up License, City Hall Bar & Grill – Combined Liquor License and Sunday Liquor License, Coutryside Golf Club – Combined Liquor License and Sunday Liquor License and Hwy 68 Liquor – Off-Sale Liquor License and Sunday Liquor License. MOTION PASSED UNANIMOUSLY

ITEM 16: FIRST RESPONDERS COMPENSATION

Gillund motioned, seconded by Rodas to approve First Responder compensation as follows: At minimum, 2 EMRs will respond to each call and up to 2 additional EMRs if present, will join the truck. EMRs will be paid a stipend of \$12. EMRs responding, and staying at the hall to wait as needed, will be paid a stipend of \$6.00. EMRs will also be paid \$12 for each meeting/training. MOTION PASSED UNANIMOUSLY

ITEM 17: EMPLOYEE COMPENSATION

The Council reviewed the most recent Consumer Price Index and discussed employee compensation. The Council chose not to take any action and will instead meet in special session December 16, 2019 at 6:30 p.m. to review the Compensation & Classification Study as presented by DDA Human Resources.

ITEM 18: POOL RESURFACE

The City has completed Phase I of the Pool Renovation Project by having the resurfacing done on the 2 small pools at a cost of \$38,381.95. For additional discussion the Council referred to a recent proposal as quoted by Horizon Commercial Pool Supply for resurfacing the City’s outdoor lap pool at an estimated cost of \$265,615. Amber Rodas reported on fund-raising efforts by the Pool Pals and also stated that possible fundraisers to be sponsored by the Pool Pals in 2020 are Adult Prom, Fireman Challenge and Messy Run. Contingent upon the projected donations and matching funds being collected, it is feasible that the Pool Pals could accrue approximately \$100,000 to be used for the pool renovations. It was also confirmed that Patty Myrvik is in the process of writing and applying for grants with the Southwest Initiative Foundation, McKnight, Bank of America, US Bank, Sanford, United Way and Bremer. The Council thanked Amber for the update and acknowledged that the board as a whole is very grateful for the outstanding Community support and the many individuals who are directly involved with the various fund-raising efforts.

ITEM 19: GAMBLING PERMIT

Koppien motioned, seconded by Reisdorfer to approve the VFW Post 5334 Gambling Permit for a Raffle event being held September 7, 2020. MOTION PASSED UNANIMOUSLY

ITEM 20: MORTGAGE SATISFACTION

Gillund motioned, seconded by Rodas to authorize John Rolbiecki as Mayor and Laurie Laleman as City Clerk to sign a Satisfaction of Combination & Deferred Loan Agreement bearing the date of October 10, 2009 made and executed by Mortgager Germain Hoffman and Marian Hoffman to the City of Minneota, MN and authorize the County Recorder of Lyon County to discharge the same upon the record thereof. MOTION PASSED UNANIMOUSLY

ITEM 21: LIBRARY BUILDING

Reisdorfer motioned, seconded by Koppien to adopt Resolution 19-17 authorizing John Rolbiecki as Mayor and Shirley Teigland as City Administrator to execute a Deed to Convey Real Estate from the City of Minneota to Area Development of Minnesota, Inc. satisfying the Contract for Deed in purchasing the old library building. MOTION PASSED UNANIMOUSLY. Reisdorfer motioned, seconded by Rodas to approve the payment of closing costs in the amount of \$379.48. MOTION PASSED UNANIMOUSLY

ITEM 22: RESIGNATION

Rodas motioned, seconded by Reisdorfer to accept Jeff Yeo’s resignation letter resigning from full-time employment with the City of Minneota. MOTION PASSED UNANIMOUSLY. The Council also reviewed a request from Mr. Yeo to the Council for their consideration in hiring him part-time to provide maintenance and repair at the pool. The Council did not take any action on the request at this time.

ITEM 23: CLOSED SESSION

Koppien motioned, seconded by Gillund to move into closed session at 7:55 p.m. to conduct a strategy session in preparation for job negotiations with a new Public Works employee. MOTION PASSED UNANIMOUSLY. Koppien motioned, seconded by Rodas to open the closed session at 8:10 p.m. MOTION PASSED UNANIMOUSLY. Rodas motioned, seconded by Gillund to offer the Public Works position to Trent Hennen with a starting wage based on the Public Works II Wage Step Scale, Grade 5 Classification and a 6 month probation period. GILLUND, REISDORFER, RODAS AND ROLBIECKI VOTED YES WITH KOPPIEN VOTING NO. MOTION PASSED.

ITEM 24: 2020 U.S. CENSUS

Jim Accurso, US Census Bureau Partnership Specialist gave a presentation to the Council about the upcoming 2020 Census. The U.S. Constitution requires that each decade a count or census of the America's population be taken. The census provides vital information for the community – it determines how many representatives each state gets in Congress and is used to redraw district boundaries. Communities also rely on census statistics to plan for a variety of resident needs including new roads, schools and emergency services. Each year the federal government distributes more than \$675 billion to states and communities based on Census Bureau data. In 2020 new technology will be implemented to make it easier to respond to the census. For the first time you will be able to respond online, by phone as well as by mail. Mr. Accurso also asked the Council to consider working together with partners to form a Complete Count Committee (CCC). A CCC is comprised of a broad spectrum of government and community leaders from education, business, healthcare and other community organizations. These trusted voices develop and implement a 2020 Census awareness campaign based upon their knowledge of the local community to encourage a response. The Council thanked Mr. Accurso for his presentation. No additional action was taken by the Council.

ADJOURNMENT

Koppien motioned, seconded by Reisdorfer, to adjourn the meeting at 8:20 p.m. MOTION PASSED UNANIMOUSLY.

The next scheduled Regular Council Meeting is scheduled for January 13, 2020 at 6:30 p.m.

ATTEST:

Shirley Teigland, City Administrator

John Rolbiecki, Mayor

Council Approved January 13, 2020