

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 13, 2021 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: None

ITEM 1: CALL TO ORDER

Mayor John Rolbiecki called the regular monthly meeting to order at 6:30 p.m. and LMC Insurance Dividend

ITEM 2: CALL FOR AGENDA ADDITIONS

The Administrator asked that the following items be added: \$9,161.23 Extra Check Register and LMC P/C Insurance Dividend

ITEM 3: ADOPT AGENDA

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

ITEM 4: PUBLIC HEARING

Koppien motioned, seconded by Rodas to open the public Truth and Taxation Hearing at 6:32 p.m. MOTION PASSED UNANIMOUSLY. Administrator Teigland summarized for the Council a modified budget that included cuts in all departments to lower the proposed levy of 9.53% to 5.0%. Expenses having the greatest impact on the budget are adding \$90,000 to the Capital Outlay Fund for future major infrastructure projects and budget increases in Public Works for various equipment purchases. No interested persons were present to comment on items pertaining to the budget and levy. Koppien motioned, seconded by Gillund to close the public hearing at 7:10 p.m. MOTION PASSED UNANIMOUSLY. Reisdorfer motioned, seconded by Gillund to adopt Resolution 21-21 approving the Final 2021 Tax Levy collectible in 2022 with the following sums of money levied upon the taxable property in the City of Minneota for the following purposes: General Fund - \$464,910; Fire Fund - \$77,571; 2012 LPRW 2005 Sewer Imp Bond Fund - \$62,213; 2016A GO Bond Fund - \$33,132; 2018 GO Bond Fund - \$17,822. MOTION PASSED UNANIMOUSLY. Gillund motioned, seconded by Rodas to move the following monies within the Capital Outlay Fund to other categories: Move \$13,781.23 from General Admin to Walking Path; Move \$10,000 from Parks to Walking Path; Move \$40,000 from Capital Projects to Streets. MOTION PASSED UNANIMOUSLY

ITEM 5: 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 8, 2021 Council meeting minutes. MOTION PASSED UNANIMOUSLY

ITEM 6: REPORTS & UPDATES

The Council reviewed the following reports and had no additional questions or comments: (6a) – 12/6/21 Police report as submitted by Chief Bolt; (6b) - the current Financial Report as submitted by Administrator Teigland; (6c) – Y-T-D Budget; (6d) – Continuing Disclosure Report; (6e) – Sanitary Survey Report

ITEM 7: EXPENSES & DISBURSEMENTS

Reisdorfer motioned, seconded by Rodas to approve the payment of \$171,404.16 (as listed on the check register summary), to approve the payment of \$63,238.80 (as listed on the payroll check register) and to approve the payment of \$9,161.23 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: 2022 UTILITY RATES

Reisdorfer motioned, seconded by Gillund to adopt Ordinance 21-02 establishing fees and charges for water, sewer and garbage services effective January 1, 2022. MOTION PASSED UNANIMOUSLY. Summary of approved changes are as follows: Water Service Rates will increase 5%; Sewer Service Rates will increase 3% and Garbage Service Rates will increase 2%. MOTION PASSED UNANIMOUSLY

ITEM 10: WATER SUPPLY PLAN

Koppien motioned, seconded by Rodas to adopt Resolution 21-20 to certify the City of Minneota Local Water Supply Plan, Third Generation as approved by the Department of Natural Resources and adopted by the Minneota City Council. MOTION PASSED UNANIMOUSLY

ITEM 11: CITY STAFF

Gillund motioned, seconded by Koppien to accept the Chris Hansen resignation letter resigning as City Clerk effective immediately. MOTION PASSED UNANIMOUSLY. Koppien motioned, seconded by Reisdorfer to hire Chesney Panka as City Clerk at a Grade 4, Step 1 classification on the Wage Step Scale with 40 hours of accrued vacation. MOTION PASSED UNANIMOUSLY. Rodas motioned, seconded by Gillund to approve a 3% Cost of Living Adjustment (COLA) effective January 1, 2022. MOTION PASSED UNANIMOUSLY. Rodas motioned, seconded by Gillund to approve the 2021 Employment Agreement between the City Council and Timothy DeVlaeminck agreeing to the narrative, terms, conditions and schedule of the agreement as executed December 13, 2021. GILLUND, KOPPIEN, REISDORFER AND RODAS VOTED YES, ROLBIECKI ABSTAINED. MOTION PASSED

ITEM 12: RIVERBANK STABILIZATION

Reisdorfer motioned, seconded by Gillund to authorize Shirley Teigland as City Administrator to sign the Landowner Statement and Contractor Responsibility Form as the Authorized Representative of the City of Minneota. MOTION PASSED UNANIMOUSLY

ITEM 13: GAMBLING PERMIT

Koppien motioned, seconded by Reisdorfer to approve the Gambling Permit for the Minneota-Taunton VFW for a raffle being held 9/11/22. MOTION PASSED UNANIMOUSLY

ITEM 14: LIQUOR LICENSE

Administrator Teigland informed the Council that all 2022 Liquor Licenses as listed below have been approved by the Minnesota Gambling & Liquor Board:

- a) American Legion Post 199 – On-Sale Liquor License
- b) City Hall Bar & Grill – Combination Liquor License and Sunday Liquor License
- c) Countryside Golf Club – Combination Liquor License and Sunday Liquor License
- d) Highway 68 Liquor – Off-Sale Liquor License and Sunday Liquor License

ITEM 15: INSURANCE DIVIDEND

The Council reviewed the 2021 Property & Casualty Insurance Dividend as paid to the City of Minneota in the amount of \$10,299.00. No action is needed by the Council

ITEM 16: ADJOURNMENT

Koppien motioned, seconded by Gillund to adjourn the meeting at 7:15 p.m. MOTION PASSED UNANIMOUSLY

The next scheduled Regular Council Meeting is scheduled for February 14, 2022 at 6:30 p.m.

ATTEST:

Shirley Teigland, City Administrator

John Rolbiecki, Mayor

Council Approved January 10, 2022