

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, FEBRUARY 13, 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: Matt Boettger, John Noyes

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: \$10,160.00 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: OATH OF OFFICE

Administrator Teigland administered the Oath of Office to Council Member Timothy Koppien

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 January 9, 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) – 2/2/23 Police report as submitted by Chief Bolt; (6b) - the current Financial Report as submitted by Administrator Teigland; (6c) – Y-T-D Budget; (6d) – 2021 Firemen Relief Investment Card

ITEM 7: EXPENSES & DISBURSEMENTS

Reisdorfer motioned, seconded by Gillund to approve the payment of \$182,052.79 (as listed on the check register summary), to approve the payment of \$23,630.23 (as listed on the payroll check register) and to approve the payment of \$10,160.00 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: EMERGENCY MANAGEMENT

The Council reviewed the City's Emergency Management Handbook as updated by Emergency Director Matt Boettger. The Council had questions about the updated Organizational Chart and asked that they have additional time to review the entire policy prior to approving the handbook. They will review it again at the March Regular Council Meeting. Mr. Boettger also spoke with the Council about signing up for an annual maintenance plan for the civil defense sirens. The annual cost is \$450 and covers inspection on all City civil defense sirens. There was additional discussion about the need for siren battery updates every 3 years at a cost of approximately \$1,000 or \$250 per siren and whether battery specific blankets were needed. Reisdorfer motioned, seconded by Koppien to approve the annual maintenance contract for all civil defense sirens. MOTION PASSES UNANIMOUSLY

ITEM 10: TAX ABATEMENT

Gillund motioned, seconded by Koppien to authorize Shirley Teigland as City Administrator to sign the Engagement Letter with David Drown Associates, Inc. to retain David Drown Associates, Inc. as the City's registered independent municipal advisor. MOTION PASSED UNANIMOUSLY. Koppien motioned, seconded by Reisdorfer to adopt Resolution 23-05 calling for a Public Hearing March 13, 2023 at 6:30 p.m. for the purpose of inspection by the public of an Abatement Resolution as proposed to be adopted by the City Council to assist Rugged Rock Rentals, LLC with the improvement to the road within Maple Place development, including the installation of sewer and water to serve properties therein. All interested persons may appear at the hearing and present their view orally or in writing. MOTION PASSED UNANIMOUSLY

ITEM 11: TRAILER PARK

The Administrator summarized action taken by the City to address nuisance issues in the D & C Home 100, LLC Trailer Park. The City sent Administrative Notices for abandoned trailers, SW Health & Human Services performed an annual inspection citing violations and the City also sent additional nuisance violation letters. The trailer park owner has made arrangements to have 3 abandoned trailers removed with additional trailers to be scheduled for removal, fixed the road and is boarding up targeted trailers. Subsequent action includes, but not limited to, filing a 90-day Order of Enforcement with the ability to seek the court's assistance in abating the nuisances.

ITEM 12: DIGITAL SIGN

The Council discussed a request to install a digital sign in Veterans Park. The cost of this project will be covered by the American Legion and Minneota Rotary. Minnesota Statute § 173.08, subd. 2 states that no advertising device shall be erected or maintained within 500 feet of a local park without the approval by resolution by the municipality. Gillund motioned, seconded by Reisdorfer to adopt Resolution 23-06 approving the installation of a 5' x 8' digital sign in Veterans Park by the American Legion. MOTION PASSED UNANIMOUSLY

ITEM 13: PUBLIC WORKS

The Administrator informed the Council that John Noyes, Countryside Auto is looking for a pickup on auction that meets the requirements of the Public Works Department. The 2023 budget includes \$45,000 for a pickup. Gillund motioned, seconded by Koppien to approve the purchase of a pickup for the Public Works Department with a cost of up to \$45,000. MOTION PASSED UNANIMOUSLY

ITEM 14: POOL MANAGER

Reisdorfer motioned, seconded by Gillund to approve hiring Katie Walerius as Pool Manger/Head Lifeguard and corresponding wage of \$13.00/hr. MOTION PASSED UNANIMOUSLY

ITEM 15: SUMMER REC DIRECTOR

Gillund motioned, seconded by Reisdorfer to approve hiring Barry and Jessica Gronke as Summer Rec Co-Directors and the budgeted annual Director salary of \$3,500. MOTION PASSED UNANIMOUSLY

ITEM 16: INDUSTRIAL PARK

Koppien motioned, seconded by Reisdorfer to update the Purchase and Sale Agreement with UFP Real Estate, LLC to state the seller as the Minneota Economic Development Authority. MOTION PASSED UNANIMOUSLY

ITEM 17: CHRISTENSEN BROADCASTING

The Council reviewed Christensen Broadcasting’s proposal to sponsor Minneota Viking Sports. Public Expenditure regulations do not implicitly authorize the specific expenditure. No action was taken by the Council.

ITEM 18: ARBOR DAY

Gillund motioned, seconded by Reisdorfer to approve the Proclamation of April 28, 2023 as Arbor Day and the month of May, 2023 as Arbor Month in the City of Minneota. MOTION PASSED UNANIMOUSLY

ITEM 19: CITY CODE BOOK

The Council reviewed the following City Code Book sections: Title 11 – BUSINESS REGULATIONS - 110 – Licensing Provisions; 111 – Commercial Amusements; 112 – Liquor Regulations; 113 – Peddlers & Solicitors; 114 – Tattoo & Body Piercing Services; 115 – Tobacco Regulations; 116 – Regulating Lawful Gambling; 117 – Garage and Rummage Sales; 118 – Regulation of Public Dances & Special Events; 119 – Sexually Oriented Businesses. GENERAL OFFICES – 130 – General Offenses. The Council will continue to review all sections of the City’s New Code Book.

ITEM 20: ADJOURNMENT

Koppien motioned, seconded by Reisdorfer to adjourn the meeting at 7:20 p.m. MOTION PASSED UNANIMOUSLY

The next scheduled Regular Council Meeting is scheduled for April 10, 2023 at 6:30 p.m.

ATTEST:

Shirley Teigland, City Administrator

John Rolbiecki, Mayor

Council Approved March 13, 2023