

## 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, JANUARY 13, 2020 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:** Nathan Schmig

**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 item be added: \$263,748.23 additional bills register

**ITEM 3: ADOPT AGENDA**

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

**ITEM 4: 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 December 9, 2019 and December 16, 2019 council meeting minutes. MOTION PASSED UNANIMOUSLY

**ITEM 5: REPORTS & UPDATES**

The Council had no additional questions or comments on the following reports: (5a) – 1/3/20 Police report as submitted by Chief Bolt; (5b) - the current Financial Report as submitted by Administrator Teigland; (5c) YTD Budget; (5d) – November 12, 2019 EDA Minutes

**ITEM 6: EXPENSES & DISBURSEMENTS**

Reisdorfer motioned, seconded by Rodas to approve the payment of \$54,569.23 (as listed on the check register summary), to approve the payment of \$26,981.56 (as listed on the payroll check register) and to approve the payment of \$263,748.23 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: CLASSIFICATION & COMPENSATION STUDY**

The Council reviewed the compensation and classification study information as compiled by DDA Human Resources, Inc. Tessia Melvin, DDA lead analyst provided the Council with a revised classification model, updated job descriptions and a revised pay equity compliant wage step scale. Gillund motioned, seconded by Rodas to adopt a 10-step Wage Step Scale effective January 1, 2020. MOTION PASSED UNANIMOUSLY

**ITEM 9: WWTF & LS IMPROVEMENTS**

The Council reviewed a letter from Trent Bruce, City Engineer concerning Lift Station and Waste Water Treatment Facility Improvement Project recommendations. The total estimated project cost is \$1,208,000. Mr. Bruce's recommendation is for the City to consider implementing the improvements by completing either one large project or multiple smaller projects over the next few years as system components near the end of their useful life. The Council asked that Mr. Bruce, the Administrator and Public Works staff work together to develop a priority list for additional consideration.

**ITEM 10: INDUSTRIAL PARK**

The Council reviewed a preliminary construction cost estimate and concept plan to install water & sewer infrastructure, drainage improvements and road construction in the Industrial Park addition with a cost estimate totaling \$690,000. No action was taken by the Council. Mr. Bruce and Administrator Teigland will work with Mike Bubany, DDA, Inc. to see what is available to the City for financing options.

**ITEM 11: 30 KW GENERATOR**

Administrator Teigland discussed a DNR program that is available for Fire Departments which enables them to purchase generators at minimal cost. No action taken by the Council.

**ITEM 12: RESOLUTION 20-01**

Reisdorfer motioned, seconded by Koppien to adopt Resolution 20-01 designating the following financial institutions as official depositories for City funds: Bank of the West, Banc West Investment Services, Inc. and State Bank of Taunton. The Council also designated the Minnesota Mascot as the Official Newspaper for the City. MOTION PASSED UNANIMOUSLY

**ITEM 13: RESOLUTION 20-02**

Koppien motioned, seconded by Reisdorfer to adopt Resolution 20-02 designating John A. Engels as City Attorney, Travis Gillund as acting Mayor and the following Council members for 2020 Committees: Ambulance & Fire – Tim Koppien, Nancy Reisdorfer; Budget – John Rolbiecki, Travis Gillund; EDA – John Rolbiecki, Tim Koppien; Equipment – Amber Rodas, Nancy Reisdorfer; Infrastructure – John Rolbiecki, Nancy Reisdorfer; Nuisance – Amber Rodas, Tim Koppien; Personnel – Amber Rodas, Travis Gillund; Police – John Rolbiecki, Tim Koppen; Summer Rec & Pool – Amber Rodas, Travis Gillund; Water & Sewer Rates – Travis Gillund, Tim Koppien; Library – Amber Rodas, Nancy Reisdorfer. MOTION PASSED UNANIMOUSLY

**ITEM 14: FIREMAN – NEW HIRE**

Gillund motioned, seconded by Rodas to approve hiring Garrett Doubledee as a volunteer fireman providing he passes the background check and medical physical. MOTION PASSED UNANIMOUSLY

**ADJOURNMENT**

Koppien motioned, seconded by Gillund, to adjourn the meeting at 7:10 p.m. MOTION PASSED UNANIMOUSLY.

*The next scheduled Regular Council Meeting is scheduled for February 10, 2020 at 6:30 p.m.*

ATTEST:

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Shirley Teigland, City Administrator

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John Rolbiecki, Mayor

Council Approved February 10, 2020