

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, JULY 11, 2022 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: Bill Bolt, Tim DeVlaeminck, Trent Hennen, Shirley Teigland

OTHERS PRESENT: Emily Coequyt, Jessie Foley, Lisa Graphenteen, Jeff Sussner, Laura Swedzinski

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: \$77,021.14 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: MEETING MINUTES

The Council reviewed the prior month Council meeting minutes. With no questions or additional comments Koppien motioned, seconded by Rodas to approve the June 13, 2022 Council meeting minutes. MOTION PASSED UNANIMOUSLY

ITEM 5: REPORTS & UPDATES

The Council reviewed the following reports and had no additional questions or comments: (5a) – 7/5/22 Police report as submitted by Chief Bolt; (5b) - the current Financial Report as submitted by Administrator Teigland; (5c) – Y-T-D Budget

ITEM 6: EXPENSES & DISBURSEMENTS

Reisdorfer motioned, seconded by Gillund to approve the payment of \$88,852.88 (as listed on the check register summary), to approve the payment of \$23,232.67 (as listed on the payroll check register) and to approve the payment of \$77,021.14 in additional bills (as listed on the second check register summary). MOTION PASSED UNANIMOUSLY

ITEM 7: CONCERNED CITIZENS

A resident asked the Council when the current City ordinances governing nuisances, noise and dogs had been adopted and whether the Council would consider reviewing the ordinances for possible updating. Rodas motioned, seconded by Reisdorfer to have City Attorney John Engels review the City Ordinances and return to the Council with his findings to advise the Council of any changes that should be made. MOTION PASSED UNANIMOUSLY

ITEM 8: SCDP SMALL CITIES DEVELOPMENT PROGRAM

Lisa Graphenteen, Director of Housing & Economic Development met with the Council to offer Development Services, Inc.'s services in seeking a 2023 Small Cities Development grant for the community. The scope of the 2023 SCDP application will focus on owner-occupied housing rehab and rental housing rehab. The final grant budget and proposed number of repair projects will be determined as part of the application process and will depend heavily on the extent of interest found in the community and the feasible size of a SCDP grant. DSI will provide services for completing and

submitting a SCDP Preliminary Proposal and a Full Application, if the Preliminary Proposal is favorably reviewed by DEED. Rodas motioned, seconded by Reisforfer to have DSI proceed with a Community Interest Assessment with DSI implementing community outreach (mailings to residents, maintain SCDP Facebook account, submit news articles and other promotional materials) and compile results for the Council. The cost for this service is \$1,600. MOTION PASSED UNANIMOUSLY

ITEM 9: PUBLIC WORKS

Bids for the removal of damaged trees in Riverside Park were received from 3 local tree services. All bids were opened and reviewed: The scope of work is for the complete removal and clean-up including stumps of 13 damaged trees: Herigon Tree Services - \$15,000, Rugged Tree Service - \$23,000 and Scott's Tree Service - \$24,000. Koppien motioned, seconded by Rodas to accept Herigon Tree Service's bid of \$15,000. MOTION PASSED UNANIMOUSLY.

ITEM 10: PROJECT FUNDING

Administrator Teigland reviewed funding sources available to the City. The City has received State and Local Fiscal Recovery Funds in the amount of \$145,837.30 which will be used for new equipment purchases for the Fire Department, 1st Responders and the Police Department. Lyon County has earmarked up to \$200,000 of American Recovery Funds for the City of Minnesota and City Administration will meet with the Commissioners to discuss important Lift Station repairs and upgrades that should qualify as an eligible use of the funds for investments in water, sewer, and broadband infrastructure.

ITEM 11: LIFT STATION UPGRADES

The Council reviewed the following quotations from W.W. Goetsch Associates, Inc. for equipment and labor to upgrade each of the City's Lift Stations: Main Lift Station - \$92,371; Lyon Lift Station - \$34,241; and Grant Lift Station - \$28,004. Also reviewed were quotes from Frank's Electric, Plumbing & Heating: Main Lift Station - installation of 200 amp transfer switch, 200 amp service panel and pump panel - \$10,398; Lyon Lift Station - Installation of LP backup single-phase generator, 200 amp automatic transfer switch, 200 amp service panel and pump panel - \$26,620; and Grant Lift Station - Installation of LP backup single-phase generator, 200 amp automatic transfer switch, 200 amp service panel and pump panel - \$22,093. Gillund motioned, seconded by Reisdorfer to move forward with meeting with Lyon County Commissioners to ask for their approval in obtaining \$200,000 in American Recovery Funds to be used for the necessary repairs and upgrades to the City's Lift Stations. MOTION PASSED UNANIMOUSLY

ITEM 12: 1ST RESPONDERS

Emily Coequyt asked the Council to consider purchasing the following equipment for the 1st Responders Unit which is eligible for State and Local Fiscal Recovery Funds reimbursement. The list of requested equipment is as follows: Lucas Chest Compression System, Lucas battery, Zoll AED Pro, suction cups, Zoll monitor/defibrillator, 4 Radios, 12 Pagers, Mega Mover, Stair Chair, Backboard, Spider Straps, Lifepak replacement AED pads. The approximate cost for this equipment is \$62,810. Rodas motioned, seconded by Gillund to approve the purchase of the equipment up to \$62,810. MOTION PASSED UNANIMOUSLY

ITEM 13: POLICE DEPARTMENT

Chief Bolt reviewed a quote for new radios from West Central Communications for (1) APX 6000 Portable, 2350 mah battery, impress charger, carry holster AES/DES encryption, multi key radio and (1) APX 6500 mobile, remote mount, AES/DES encryption Radio for a cost of \$11,526.54. Rodas motioned, seconded by Gillund to approve the purchase of both radios with the cost of the radios being covered by State and Local Recovery Funds. MOTION PASSED UNANIMOUSLY

ITEM 14: JOINT POWERS AGREEMENT

Gillund motioned, seconded by Rodas to adopt Resolution 22-14 approving the State of Minnesota Joint Powers Agreements with the City of Minnesota on behalf of its City Attorney and Police Department. MOTION PASSED UNANIMOUSLY. Reisdorfer motioned, seconded Rodas by to authorize John Rolbiecki as Mayor and Shirley Teigland as Administrator to sign the following agreements on behalf of the City: Court Data Services Subscriber Amendment to CJDN Subscriber Agreement, CJDN Fee Schedule, State of MN Joint Powers Agreement and Swift Contract #207199. MOTION PASSED UNANIMOUSLY

ITEM 15: FIRE DEPARTMENT

Gillund motioned, seconded by Rodas to approve hiring Lucas Bot, Dean Slatko and Logan Sussner as Volunteer Firemen. The positions are conditional on passing a medical physical, background check and final approval by the Firemen membership. MOTION PASSED UNANIMOUSLY

ITEM 16: COMPOST AGREEMENT

The Council reviewed Compost Agreements with the City of Ghent and the City of Taunton. Reisdorfer motioned, seconded by Rodas to increase the agreement cost to a minimum of \$600. MOTION PASSED UNANIMOUSLY

ITEM 17: GAMBLING PERMIT

Reisdorfer motioned, seconded by Gillund to approve a Gambling Permit for St. Edward Church for a raffle being held November 20, 2022. MOTION PASSED UNANIMOUSLY

ITEM 18: ZONING PERMITS

Gillund motioned, seconded by Reisdorfer to approve all Zoning Permits as listed below. MOTION PASSED UNANIMOUSLY

- a) Anundson, Keith – 503 N Monroe Street – 27’ x 60’ x 4’ Fence
- b) Engler, Alyssa – 403 N Jefferson Street – 18’ x 20’ Driveway and 8’ x 8’ Patio Addition
- c) Myhre, Jason – 605 N Monroe Street – (2) Egress Windows, 14’ x 20’ x 7’ Utility Shed, 18’ x 20’, Concrete Patio and 8’ x 10’ Pool Deck
- d) Genzler, Nicholas – 403 E 2nd Street – 20’ x 20’ x 50’ Driveway and Sidewalk
- e) DeVos, Larry – 502 E 5th Street – 16’ x 12’ Cement Pad and 10’ x 16’ Utility Shed

ITEM 19: SENIOR CITIZEN CENTER

Rodas motioned, seconded by Gillund to approve the payment of \$7,500 to the Senior Citizens for the 2nd half budget appropriation. MOTION PASSED UNANIMOUSLY

ITEM 20: 2021 FINANCIAL STATEMENT

Reisdorfer motioned, seconded by Rodas to transfer \$124,471 from the General Fund to the Capital Outlay Fund. MOTION PASSED UNANIMOUSLY. Rodas motioned, seconded by Reisdorfer to transfer \$24,936 from the Fire Committed Equipment Fund to cover the Fire Fund deficit due to the new fire truck purchase. MOTION PASSED UNANIMOUSLY. Reisdorfer motioned, seconded by Rodas to reclassify the 2019 transfer of \$30,712 from the General Fund to the Due To General Fund. MOTION PASSED UNANIMOUSLY. Reisdorfer motioned, seconded by Gillund to reclassify \$33,759.47 of property taxes collected in 2020 to the Due To General Fund. MOTION PASSED UNANIMOUSLY. Reisdorfer motioned, seconded by Gillund to reclassify current property tax collections in the amount of \$1,056.28 to the Due To General Fund. MOTION PASSED UNANIMOUSLY. Rodas motioned, seconded by Gillund to complete a cash transfer in the amount of \$39,684.65 from the General Fund to the Due To General Fund. MOTION PASSED UNANIMOUSLY. Rodas motioned, seconded by Gillund to transfer \$105,212.40 from the Due To General Fund to the 2021A Refunding Note, TIF Portion. MOTION PASSED UNANIMOUSLY. Gillund motioned, seconded by Rodas to transfer \$50,597.85 from the GO Imp Note 2016A Fund to the 2018A(2016A Portion) Bond Fund. MOTION PASSED UNANIMOUSLY

ITEM 21: ADJOURNMENT

Koppien motioned, seconded by Gillund to adjourn the meeting at 8:00 p.m. MOTION PASSED UNANIMOUSLY

The next scheduled Regular Council Meeting is scheduled for August 8, 2022 at 6:30 p.m.

ATTEST:

Shirley Teigland, City Administrator

John Rolbiecki, Mayor