

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, JUNE 10, 2019 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: Jason Breyfogle, Mel Breyfogle, Sherri Breyfogle, Dan DeSmet, 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: \$16,008.88 additional bills register and Their Well Quotation

ITEM 3: ADOPT AGENDA

Koppien motioned, seconded by Gillund to adopt the agenda as amended with the additions 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 Reisdorfer motioned, seconded by Koppien to approve the May 13, 2019 Regular Council minutes.
MOTION PASSED UNANIMOUSLY

ITEM 5: REPORTS & UPDATES

The Council reviewed the following reports: (5a) – June 4, 2019 Police report as submitted by Chief Bolt; (5b) - Current Financial Report as submitted by Administrator Teigland; (5c) – Y-T-D Budget; (5d) 1st Responders Report; (5e) – Consumer Confidence Report

ITEM 6: EXPENSES & DISBURSEMENTS

Reisdorfer motioned, seconded by Gillund to approve the payment of \$68,109.91 (as listed on the check register summary), to approve the payment of \$31,143.87 (as listed on the payroll check register) and to approve the payment of \$16,008.88 in additional bills (as listed on the second check register summary).

ITEM 7: CONCERNED CITIZENS

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

ITEM 8: ADMINISTRATIVE NOTICE

The Council reviewed an Administrative Notice of Violation of City Codes sent by certified mail to Melvin Breyfogle, owner of the property located at 408 Jefferson Street N. Mr. Breyfogle was present at the meeting to inform the Council that the violation has not been corrected as required by the Administrative Notice and asked the Council to consider allowing additional time to complete the abatement. The Administrator also updated the Council on the City's efforts to assist Mr. Breyfogle in applying for SCDP Rehab Loan funds to facilitate the abatement of all conditions identified in the notice. Additional time is also needed for MN DEED coordinator Natasha Kukowski to review the completed application for final approval or declination. The Council will review all options at the July meeting.

ITEM 9: NORTH MEMORIAL AMBULANCE

Dan DeSmet, Manager, North Memorial reviewed a number of items in regards to the transition to a First Responder Unit: He confirmed that the Medical Director is in place, Variance Training is being scheduled, updated graphics have been installed on the 1st Responders truck, the vehicle title for the truck has been transferred to the City and inventory accounting should be completed shortly. Mr. DeSmet also informed the Council that North Memorial along with other agencies will coordinate a mass casualty drill in September and North has also agreed to have the helicopter at Minneota's National Night Out event.

ITEM 10: PUBLIC WORKS

The Council reviewed a memo from City Engineer Trent Bruce discussing the lagoon pond liner whaling within the Primary Cell No. 2. It does not appear that the liner is ripped or leaking and it is anticipated that groundwater level is high enough that the drain tile is not able to function as intended. Options were discussed and it is recommended to divert wastewater to Pond 2 to fill the pond to at least a minimum level to counter the groundwater pressure. Once the groundwater subsides the liner will likely remain until a long term solution can be addressed. The Council also reviewed an Advertisement for Bids for the Jackson and Grant Street Reconstruction. Koppien motioned, seconded by Reisdorfer to publish the Advertisement for Bids with sealed bids being received by the City of Minneota, MN at the Minneota City Offices, 129 E First Street before 2:00 p.m. on July 2, 2019 and then at said office publicly opened and read aloud. MOTION PASSED UNANIMOUSLY

ITEM 11: RIVERSIDE PARK SHELTER

No action taken by the Council

ITEM 12: LOT SALE

The Administrator informed the Council of the E.D.A. Board's action to unanimously approve the sale of a parcel of real property, Part of Lot 19 and all of Lot 20, 21 and 22, Block 6, Original Plat of the City of Minneota, Lyon County Minnesota to William Drown for a purchase price of \$3,000. No additional action was taken by the Council.

ITEM 13: SURPLUS EQUIPMENT

The Council reviewed one sealed bid for the advertised surplus equipment. Koppien motioned, seconded by Reisdorfer to accept Chuck Vlaminck's bid for the following surplus equipment: Ford Model 800 tractor, 3 point hitch blade and 60" rotary cutter - \$500; Sun Master 72" 3 point hitch mower - \$75; Frink 11 foot reversible poly plow with husting hitch - \$125. MOTION PASSED UNANIMOUSLY

ITEM 14: GORECKI HOUSING DEVELOPMENT

The final lift of asphalt will be completed the week of June 10th and all that remains to complete the project is a short punch list. Duininck, Inc. has acknowledged that all items will be fixed shortly.

ITEM 15: 2018 FINAL AUDIT REPORT

Rodas motioned, seconded by Reisdorfer to approve the 2018 Final Financial Report as presented. MOTION PASSED UNANIMOUSLY

ITEM 16: DROWN & ASSOCIATES

The Council reviewed a proposal letter from Mike Bubany, Drown & Associates regarding their Capital Financial Planning Service. The fee to produce the City’s CFP is \$5,000 and the service will provide effective Capital Financing Programs through the following approach: Comparative Analysis, Financial Constraints and Computer Modeling. Gillund motioned, seconded by Rodas to accept the proposal dated June 4, 2019 and direct Mr. Bubany to construct the computer model for the City’s CFP. MOTION PASSED UNANIMOUSLY

ITEM 17: ZONING PERMITS

- a) Buysse, Andy – 103 S Wilson Street – 8’ x 20’ Patio/Deck
- b) Holey, David – 311 N Monroe Street – 10’ x 12’ x 6’8” Utility Shed
- c) Lozenski, Genevieve – 309 W 3rd Street – 16’ x 6’ Fence

Reisdorfer motioned, seconded by Rodas to approve the Zoning Permits as listed above. MOTION PASSED UNANIMOUSLY

ITEM 18: EMR HIRE

Koppien motioned, seconded by Rodas to approve the hiring of Mark Laleman as an EMR on the Minneota 1st Responder Crew. MOTION PASSED UNANIMOUSLY

ITEM 19: SMALL CITIES REHAB LOAN

Koppien motioned, seconded by Gillund to approve a Rehab loan of up to \$2,200 for Judy Belaen. MOTION PASSED UNANIMOUSLY

ADJOURNMENT

Koppien motioned, seconded by Gillund, to adjourn the meeting at 7:25 p.m. MOTION PASSED UNANIMOUSLY.

The next scheduled Regular Council Meeting is scheduled for July 8, 2019 at 6:30 p.m.

ATTEST:

Shirley Teigland, City Administrator

John Rolbiecki, Mayor

Council Approved July 10, 2019