

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, MAY 12, 2014 AT 6:30 P.M.

COUNCIL PRESENT: Mayor Bill Ufkin
Council Member Mary Johnson
Council Member Tim Koppien
Council Member Nancy Reisdorfer
Council Member Jerry Teigland

STAFF PRESENT: Shirley Teigland

OTHERS PRESENT: Byron Higgin, Larry Teigland, Pat Teigland

ITEM 1: CALL TO ORDER

Mayor Ufkin called the regular monthly meeting to order at 6:30 p.m.

ITEM 2: CALL FOR AGENDA ADDITIONS

Mayor Ufkin called for agenda additions. The Administrator asked that the following items be added: \$2,340.95 Additional Bills Register; March and April Police Reports; Letter to MN Public Facilities Authority; Resolution 14-06 – Record Destruction.

ITEM 3: ADOPT AGENDA

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

ITEM 4: APPROVE MINUTES

The Council reviewed the prior month Council meeting minutes. With no questions or additional comments, Teigland motioned, seconded by Koppien to approve the April 14, 2014 Regular Council meeting minutes and the April 21, 2014 Special Council meeting minutes. MOTION PASSED UNANIMOUSLY

ITEM 5: REPORTS AND UPDATES

The Council reviewed the Current Financial Reports for the City; March 2014 & April 2014 Police Reports; Midcontinent Communications annual notice containing information about services, packages, bundles, channel changes and price adjustments effective the 2nd quarter 2014; Lincoln-Pipestone Rural Water Notice of Rate Increase effective June 1, 2014.

ITEM 6: APPROVE DISBURSEMENTS

Teigland motioned, seconded by Reisdorfer, to approve the payment of \$83,895.62 (as listed on the check register summary), to approve the payment of \$14,131.21 (as listed on the payroll check register) and to approve the payment of \$2,340.95 in additional bills (as listed on the second check register summary). MOTION PASSED UNANIMOUSLY

ITEM 7: SEALED BIDS – 401 N MONROE STREET

The Council reviewed proposals from D & G Excavating in the amount of \$10,850.00 and Thompson Excavating in the amount of \$10,292.00 to clean up the property at 401 N Monroe Street if not sold as-is where-is. One sealed bid was opened. Johnson motioned, seconded by Reisdorfer to accept the \$2,500.00 bid by Larry Teigland for parcel #28-108001-0 as-is where-is with the buyer being responsible

for properly cleaning up the property in accordance with applicable regulations, removing all debris, removing the foundation, and filling and leveling the lot. JOHNSON, KOPPIEN, REISDORFER AND UFKIN VOTED AYE WITH TEIGLAND ABSTAINING. MOTION PASSED

- a) The Council reviewed 2 proposals for fire debris removal from the city dump ground. D & G Excavating's proposal was \$150.00 per hour to load & sort and \$115.00 per load to haul the debris to the Lyon County Landfill. Thompson Excavating's proposal was \$115.00 per hour to load & sort and \$180.00 per load to haul the debris to the Lyon County Landfill. Johnson motioned, seconded by Reisdorfer to accept D & G Excavating's proposal. MOTION PASSED UNANIMOUSLY

ITEM 8: 2013 YEAR END TRANSFERS AND AUDIT ENTRIES

The Council reviewed a list of 2013 year end transfers and audit entries as presented by the Administrator. The entries are as follows:

- Transfer \$47,048.54 from the General Fund to the Capital Outlay Fund
- Transfer \$47,048.54 from Capital Outlay Fund to Water Checking
- Transfer \$20,000.00 from the Water Fund to the 2012A Bond Fund
- Transfer \$22,800.00 from the Sewer Fund to the 2010A Bond Fund (2004A Portion)
- Transfer \$49,486.00 from the Sewer Fund to the PFA Debt Fund
- Transfer \$20,000.00 from the Garbage Fund to the 2012A Bond Fund
- Transfer \$5,200.00 from the Water Fund to the 2010A Bond Fund (2004A Portion)
- Transfer \$27,489.00 from the Sewer Fund to the 2012A Bond Fund
- Transfer \$20,000.00 from the Garbage Fund to the 2012A Bond Fund
- Transfer \$60,502.00 from the General Fund to Capital Outlay
- Transfer \$3,377.00 from Capital Outlay to the Library Fund

Teigland motioned, seconded by Johnson to approve the 2013 year-end transfers. MOTION PASSED UNANIMOUSLY. Johnson motioned, seconded by Reisdorfer to approve the 2013 Annual Financial Report. MOTION PASSED UNANIMOUSLY

ITEM 9: CHIEF OF POLICE

Teigland motioned, seconded by Koppien to make a conditional job offer to William Bolt for the Chief of Police position subsequent to Mr. Bolt passing the psychological testing, physical and background check. The Police Committee will meet with Mr. Bolt to negotiate a contract. KOPPIEN, REISDORFER, TEIGLAND AND UFKIN VOTED AYE WITH JOHNSON VOTING NAY. MOTION PASSED

ITEM 10: PERMITS AND LICENSES

- a) Lyon County Farm Service – 117 Industrial Way – 8 x 8 shed; 3 – 3,000 tanks - Teigland motioned, seconded by Reisdorfer to approve the Zoning Permit for Lyon County Farm Service. MOTION PASSED UNANIMOUSLY. Teigland motioned, seconded by Johnson to authorize Mayor Ufkin and Administrator Teigland to sign the Water Usage Agreement between the City of Minneota and Lyon County Farm Service. MOTION PASSED UNANIMOUSLY

ITEM 11: LIGHT POLE REPLACEMENT

The Council discussed an electric pole at the intersection of East Lyon and Eisenhower Street in need of repair. Johnson motioned, seconded by Reisdorfer to approve the replacement of the pole with a black fiberglass pole along with burying the line. MOTION PASSED UNANIMOUSLY

ITEM 12: PART TIME MOWING POSITION

Johnson motioned, seconded by Koppien to hire Stan Miller for the part-time mowing position for 2014. MOTION PASSED UNANIMOUSLY

ITEM 13: 2014 SUMMER REC STAFF

Reisdorfer motioned, seconded by Johnson to hire Tyson Sonnenberg as the Summer Rec Director. MOTION PASSED UNANIMOUSLY. Ufkin motioned, seconded by Reisdorfer to hire Chris Culver, Chuck Dalager, Mike Dalager, Jesse Nelson and Shane Lozinski as coaches, authorizing the Administrator to hire additional staff as needed. MOTION PASSED UNANIMOUSLY.

ITEM 14: 2014 POOL PERSONNEL

Johnson motioned, seconded by Reisdorder to hire Kim Gades as Water Safety Instructor, Barb Knutson as Certified Pool Operator and the following as lifeguards: Kelsea Anderson, Payton Boerboom, Hannah Buysse, Alec Engler, Ashley Gislason, Katelyn Kack, Matthew Knutson, Rachel Knutson, Kalley Kloos, Taylor Reiss, Brooke Sorensen, Taylor Thooft, and Elizabeth VanKeulen. MOTION PASSED UNANIMOUSLY

ITEM 15: COMMUNITY GARDEN

The Administrator informed the Council that there were 6 garden plots tilled and plotted and that 5 plots had already been spoken for.

ITEM 16: SIDEWALK GRINDING

The Council discussed a potential trip hazard recently reported to the Administrator. The consensus was to have the Administrator contact Precision Concrete Cutting to see what the options would be for repairing a select number of sidewalk areas.

ITEM 17: LETTER TO MN PUBLIC FACILITIES AUTHORITY

Johnson motioned, seconded by Reisdorfer to authorize the Administrator to sign a letter addressed to Becky Sabie, MN Public Facilities Authority in regards to the proposed sanitary sewer collection and storm sewer system improvements. MOTION PASSED UNANIMOUSLY

ITEM 18: RECORD DESTRUCTION

Johnson motioned, seconded by Teigland to adopt Resolution 14-06 to approve the destruction of public records as per the general records retention schedule: 2004-2005 bank statements; 2001-2009 misc. correspondence. MOTION PASSED UNANIMOUSLY

ADJOURNMENT

Koppien motioned, seconded by Reisdorfer, to adjourn the meeting at 8:14 p.m. MOTION PASSED UNANIMOUSLY.

The next Regular Council Meeting is scheduled for June 9, 2014 at 6:30 p.m.

ATTEST:

Bill Ufkin, Mayor

Shirley Teigland, City Administrator

Council Approved June 9, 2014