

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, MARCH 11, 2024, AT 6:30 P.M.

COUNCIL PRESENT: Council Member Travis Gillund
Council Member Timothy Koppien
Council Member Nancy Reisdorfer
Council Member Amber Rodas

COUNCIL ABSENT: Mayor John Rolbiecki

STAFF PRESENT: Shirley Teigland

OTHERS PRESENT: John Engels, John Noyes

ITEM 1: CALL TO ORDER

Acting Mayor Gillund 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: \$1,158.68 Extra Check Register, Maple Place Development, and Zoning Permits for Todd Boerboom & Landin Sween

ITEM 3: ADOPT AGENDA

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

ITEM 4: PUBLIC HEARING

Reisdorfer motioned, seconded by Rodas to open the Public Hearing at 6:31 p.m. to obtain citizen input and comments regarding the proposed purchase of a 2014 Aquatec B10 Sewer Vac/Jet Freightliner M2 Truck and USDA Loan Financing in the amount of \$195,000. Administrator Teigland briefly summarized the USDA Community Facilities Loan & Grant program which provides affordable funding for essential community facilities, to purchase equipment, and pay related project expenses. Based on program requirements, the City is eligible for a low interest direct loan. As stated in the City's Feasibility Report, purchasing this equipment will be beneficial in maintaining the functionality and longevity of the City's sewer infrastructure by reducing the risk of costly repairs and disruptions to the community. Routine inspection and cleaning of sewer lines with a jet/vac truck is the best, safest and the most economical way of keeping a sewer system working properly and unlike traditional snaking methods, jetting not only clears blockages but also thoroughly cleans the interior of the pipes, providing long lasting results, reducing the need for frequent maintenance and major fixes while also minimizing the risk of major sewer line issues while keeping the City's sewer lines in optimal condition. No interested persons were present to comment on items pertaining to the Sewer Vac/Jet Truck purchase and no other comments or requests were received either in person or in writing. Reisdorfer motioned, seconded by Koppien to close the Public Hearing at 7:25 p.m. MOTION PASSED UNANIMOUSLY. Koppien motioned, seconded by Reisdorfer to adopt Resolution 24-07 establishing procedures relating to compliance with reimbursement bond regulations under the Internal Revenue Code. MOTION PASSED UNANIMOUSLY

ITEM 5: MEETING MINUTES

The Council reviewed the prior month Council meeting minutes. With no questions or additional comments Reisdorfer motioned, seconded by Rodas to approve the February 12, 2024 Council meeting minutes. MOTION PASSED UNANIMOUSLY

ITEM 6: REPORTS & UPDATES

The Council reviewed the following reports and had no additional questions or comments: (6a) – 3/4/24 Police report as submitted by Chief Bolt; (6b) - the current Financial Report as submitted by Administrator Teigland; (6c) – Y-T-D Budget; (6d) – 2024 Routine Bridge Inspection Report

ITEM 7: EXPENSES & DISBURSEMENTS

Reisdorfer motioned, seconded by Rodas to approve the payment of \$93,742.88 (as listed on the check register summary), to approve the payment of \$22,431.01 (as listed on the payroll check register) and to approve the payment of \$1,158.68 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: PHASE 1 STREET & UTILITY IMPROVEMENTS

There will be an open house public information session on April 2, 2024, at 6:30 p.m. at City Hall, giving the public an opportunity to learn more about the Phase 1 Street & Utility Improvements Project, provide input, and ask questions. Engineering staff and City Council will be present to discuss the project and answer questions.

ITEM 10: ZONING PERMIT FEE SCHEDULE

Rodas motioned, seconded by Reisdorfer to add a \$100 fee to the Zoning Permit Fee Schedule for Zoning variances to cover the additional cost of a public hearing, publication and notifications as required by MN State Statute § 462.357 & MN State Statute § 462.3595. MOTION PASSED UNANIMOUSLY

ITEM 11: SUMMER RECREATION

Rodas motioned, seconded by Reisdorfer to approve Barry and Jessica Gronke as Summer Rec Directors. MOTION PASSED UNANIMOUSLY. Reisdorfer motioned, seconded by Rodas to increase all Summer Rec Fees by \$5 per participant. MOTION PASSED UNANIMOUSLY

ITEM 12: ADMINISTRATIVE STAFFING

Reisdorfer motioned, seconded by Rodas to advertise the City Administrator position, and accept applications through April 30, 2024. MOTION PASSED UNANIMOUSLY

ITEM 13: ORDINANCE 24-02

Reisdorfer motioned, seconded by Rodas to adopt Ordinance 24-02 amending the Minnesota Code Title VII regarding parking. MOTION PASSED UNANIMOUSLY

ITEM 14: LIBRARY BOARD

Koppien motioned, seconded by Rodas to approve the appointment of Janice Bot to the City of Minnesota Library Board. MOTION PASSED UNANIMOUSLY

ITEM 15: MAPLE PLACE DEVELOPMENT

City Attorney John Engels reviewed the R-1 Single Family Residential Zoning District requirements regarding lot sizes, house placement and setbacks. John Noyes' request to place 2 small mobile homes on foundations in one lot does not comply with current R-1 Zoning District requirements and no additional action was taken.

ITEM 16: ZONING PERMITS

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

- a) Boerboom, Todd – 400 N Madison Street – 12' x 24' x 7' Utility Shed
- b) Sween, Landin – 404 N Jefferson Street – 26' x 80' x 8' Privacy Fence

ITEM 13: ADJOURNMENT

Koppien motioned, seconded by Reisdorfer to adjourn the meeting at 7:30 p.m. MOTION PASSED UNANIMOUSLY

The next Regular Council Meeting is scheduled for April 8, 2024 at 6:30 p.m.

ATTEST:

Shirley Teigland, City Administrator

John Rolbiecki, Mayor

Council Approved April 8, 2024