

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 13, 2023 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: Mike Bubany, Joseph Cheadle, John Noyes, Dawn VanKeulen,
Jeff VanKeulen

ITEM 1: CALL TO ORDER

Mayor 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: \$47,751.69 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: PUBLIC HEARING

Koppien motioned, seconded by Rodas to open the public hearing relating to a Tax Abatement Resolution pursuant to Minnesota Statutes 469.1812 to 469.1815 inclusive, as amended, to assist Rugged Rock Rentals, LLC with the improvement to the road within the Maple Place development, including the installation of sewer and water to serve properties therein. Total abatement levies will not exceed \$300,000 collected over a period of not more than fifteen years, commencing with taxes payable 2025. The following tax parcels are proposed to be included in the proposed tax abatement: 28-121050-0, 28-121051-0, 28-121052-0, 28-120017-2, 28-142003-3, 28-142035-0, 28-121056-0, 28-121057-0. Copies of the Abatement Resolution as proposed to be adopted will be on file and available for public inspection at the office of the City Administrator at City Hall. No interested persons appeared at the public hearing to present their view orally or in writing. Koppien motioned, seconded by Reisdorfer to close the public hearing at 7:20 p.m. MOTION PASSED UNANIMOUSLY

ITEM 5: 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 February 13, 2023 Council meeting minutes. MOTION PASSED UNANIMOUSLY

ITEM 6: REPORTS & UPDATES

The Council reviewed the following reports and had no additional questions or comments: (6a) – 3/6/23 Police report as submitted by Chief Bolt; (6b) - the current Financial Report as submitted by Administrator Teigland; (6c) – Y-T-D Budget.

ITEM 7: EXPENSES & DISBURSEMENTS

Reisdorfer motioned, seconded by Rodas to approve the payment of \$73,834.74 (as listed on the check register summary), to approve the payment of \$22,656.12 (as listed on the payroll check register) and to approve the payment of \$47,751.69 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: TAX ABATEMENT

Mike Bubany, David Drown Associates, Inc. reviewed a tax abatement and business subsidy agreement by and between the City of Minneota and Rugged Rock Rentals, LLC. The Developer agrees to reimburse the City for consultant and legal expenses associated with the processing of the Tax Abatement, to re-plat the Tax Abatement Area to serve up to 10 residential properties, to improve Maple Place, including the installation of sewer and water to serve the properties therein to the satisfaction of the City Engineer, that said improvements must be completed within 12 months of the final plat being recorded, to disclose to any potential purchaser or renter that no blacktop is included in the price of the property being sold or rented and that the City has no obligation to improve the roadway in the future other than standard maintenance. Any such future improvements would be fully assessed to the adjacent properties, to construct or move in housing that meets minimum standards required by the City, specifically all homes must be affixed to a permanent foundation and no single wide mobile homes are allowed. All homes must meet setback requirements and front of home must face the street. Developer will also indemnify the City for the project. To reimburse the developer for the costs of the improvements, including the installation of sewer and water not to exceed \$300,000 utilizing a Pay As You Go tax abatement contract. The contract shall be for 15 years commencing with taxes payable in 2025. The tax abatement is a special and limited obligation of the City and the City is not responsible for any shortfalls in the reimbursable amount. Koppien motioned, seconded by Reisdorfer to approve Resolution 23-07 granting a property tax abatement in order to assist with the cost of the installation of public sewer and water to serve the Maple Place Development pursuant to Minnesota Statutes Sections 469.1812 through 469.1810. MOTION PASSED UNANIMOUSLY. Reisdorfer motioned, seconded by Koppien to authorize John Rolbiecki as Mayor and Shirley Teigland as City Administrator to execute and sign on behalf of the City a Tax Abatement and Business Subsidy Agreement by and between the City of Minneota, Minnesota and Rugged Rock Rentals, LLC. MOTION PASSED UNANIMOUSLY

ITEM 10: EMERGENCY MANAGEMENT HANDBOOK

Reisdorfer motioned, seconded by Rodas to approve the Emergency Management Handbook as updated March 2023. MOTION PASSED UNANIMOUSLY

ITEM 11: NEW HOUSE CONSTRUCTION

Jeff VanKeulen spoke with the Council about a potential new house being constructed on property adjacent to the Gorecki Housing Development. Because the land is within the City limits the City requires all new construction connect to City water and sewer services. Based on cost estimates supplied by Trent Bruce, DGR Engineering, the minimum slope needed for a sewer connection is cost prohibitive. The Council also discussed the possibility of an agreement between the City and builder to allow for the installation of a septic tank system. The City Engineer also confirmed that it would be possible to connect a 1-1/2"-2" pipe to the water infrastructure that supplies 10th Street Circle located in the Gorecki Development. Installation of the water pipe would be done by an outside contractor hired by the home builder, with the water line being privately owned. Upkeep and maintenance of this pipe will be the responsibility of the homeowner. All discussions with the Council are preliminary and will continue as more information becomes available.

ITEM 12: SCDP REHAB GRANT PROGRAM

Koppien motioned, seconded by Gillund to call for a Public Hearing April 10, 2023 to obtain citizen input, comments, recommendations and suggestions regarding community development needs and priorities in Minneota. MOTION PASSED UNANIMOUSLY. Gillund motioned, seconded by Reisdorfer to call a Special Council Meeting on April 17, 2023 at 5:00 p.m. for the purpose of approving the April 10, 2023 Council meeting minutes needed to complete the City's application for the SCDP Rehab Grant Program. MOTION PASSED UNANIMOUSLY

ITEM 13: CITY PERSONNEL POLICY

Koppien motioned, seconded by Residorfer to have the Personnel Committee research and return to the Council with recommendations on updating the City's Personnel Policy Book. MOTION PASSED UNANIMOUSLY

ITEM 14: CITY CODE BOOK

The Council will continue to review all sections of the City's New Code Book.

ITEM 15: MORTGAGE SUBORDINATION

Reisdorfer motioned, seconded by Gillund to execute a Subordination Agreement between the City of Minneota and Bank of the West as requested by Myron and Connie Kockelman. MOTION PASSED UNANIMOUSLY

ITEM 16: ADJOURNMENT

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

The next scheduled Regular Council Meeting is scheduled for April 10, 2023 at 6:30 p.m.

ATTEST:

Shirley Teigland, City Administrator

John Rolbiecki, Mayor

Council Approved April 10, 2023