

**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 SPECIAL SESSION IN THE CITY COUNCIL CHAMBERS ON MONDAY, MAY 16, 2023 AT 6:00 P.M.

**COUNCIL PRESENT:** Mayor John Rolbiecki  
Council Member Travis Gillund  
Council Member Tim Koppien  
Council Member Nancy Reisdorfer

**STAFF ABSENT:** Council Member Amber Rodas

**STAFF PRESENT:** Shirley Teigland

**ITEM 1: CALL TO ORDER**  
Mayor John Rolbiecki called the special meeting to order at 6:00 p.m.

**ITEM 2: ADOPT AGENDA**  
Reisdorfer motioned, seconded by Gillund to adopt the agenda as presented. MOTION PASSED UNANIMOUSLY

**ITEM 3: PUBLIC WORKS EMPLOYEE**  
The Council reviewed the Public Works job description, rating scale, interview questions, benefits list and wage step scale. With no questions or additional comments, the Council asked to meet with each of the candidates.

**ITEM 4: PUBLIC WORKS EMPLOYEE INTERVIEWS**  
The Council interviewed the following candidates: Jason Boe and Anthony Opdahl

**ITEM 5: RFP – GRANT ADMINISTRATION**  
Gillund motioned, seconded by Koppien to accept Development Services, Inc.’s proposal to develop, implement, and administer all aspects of the Small Cities Development Grant projects. Fees for DSI services will be \$98,165, with \$78,165 being funded by SCDP grant funds, and the remaining \$20,000 being due from local matching funds. MOTION PASSED UNANIMOUSLY

**ADJOURNMENT**  
Koppien motioned, seconded by Reisdorfer, to adjourn the meeting at 7:12 p.m. MOTION PASSED UNANIMOUSLY

ATTEST:

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Shirley Teigland, City Administrator

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John Rolbiecki, Mayor

Council Approved May 11, 2020