

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 13, 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: Kevin Anundson, Doug DeSmet, John Engels, Byron Higgin, Omer Laleman, Brad Minnehan, Bill Ufkin

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 item be added: \$28,240.38 additional bills 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: MEETING MINUTES

The Council reviewed the prior month Council meeting minutes. With no questions or additional comments Gillund motioned, seconded by Koppien to approve the April 8, 2019 Regular Council minutes. MOTION PASSED UNANIMOUSLY

ITEM 5: REPORTS & UPDATES

The Council reviewed the following reports: (5a) – May 1, 2019 Police report as submitted by Chief Bolt; (5b) – May 1st Responders Report; (5c) - Current Financial Report as submitted by Administrator Teigland; (5d) – Y-T-D Budget; (5e) – Water Conservation Reporting; (5f) – March 12, 2019 E.D.A. Minutes

ITEM 6: EXPENSES & DISBURSEMENTS

Reisdorfer motioned, seconded by Rodas to approve the payment of \$87,470.84 (as listed on the check register summary), to approve the payment of \$20,284.00 (as listed on the payroll check register) and to approve the payment of \$28,240.38 in additional bills (as listed on the second check register summary).

ITEM 7: CONCERNED CITIZEN

Omer Laleman gave a petition to the Council which was signed by 63 concerned citizens requesting that the Council take action to require the owner of property located at 408 N Jefferson to finish the foundation, remove the dirt pile and complete the landscaping. John Engels, City Attorney confirmed that the City has been working with the owner while following all legal requirements to resolve the issue and the next step is to file an administrative notice. Reisdorfer motioned, seconded by Gillund to authorize John Rolbiecki as Mayor and Shirley Teigland as Administrator to sign the Administrative Notice of Violation of City Codes

and required action for abatement of violations. GILLUND, REISDORFER, RODAS AND ROLBIECKI VOTED YES AND KOPPIEN ABSTAINED. MOTION PASSED. The notice requires the property owner to abate or remove the listed conditions by 12:00 p.m. June 9, 2019. Failure to do so will result in civil action by the City to seek an injunction to remove the violating condition at the cost of the property owner. Nuisance conditions identified in the notice will be reported to the Council at its next regular meeting.

ITEM 8: FIREMEN RELIEF ASSOCIATION

Doug DeSmet met with the Council to discuss recent action taken by the Fire Relief Board in approving an annual pension benefit increase from the current \$1,400 to \$1,500 per year of service. Mr. DeSmet stated that the current pension funding ratio as of 12/31/18 is 156%. After factoring in the proposed increase the funding ratio drops to 126% and is still above the State's recommended threshold of 95-105%. Based on the financial projections, with the increased benefit level factored in, there will be no additional required contribution due in 2019 and the Board will continue to monitor the funding level on an annual basis. Rodas motioned, seconded by Gillund to approve the annual pension benefit increase from \$1,400 to \$1,500 per year of service. GILLUND, KOPPIEN, RODAS AND REISDORFER VOTED YES AND ROLBIECKI ABSTAINED. MOTION PASSED.

ITEM 9: AUDITOR NOTES

The Council reviewed a summary of action items to consider before the 2018 annual financial report is finalized by the auditors. Reisdorfer motioned, seconded by Koppien to approve the following actions: Transfer \$5,200 from the Water Fund to the 2010A (2003A portion) GO Refunding Bond; Transfer \$20,000 from the Water Fund, \$20,969 from the Sewer Fund and \$30,000 from the Garbage Fund to the 2012A GO Refunding Bond; Transfer \$49,815 from the Sewer Fund to the PFA Debt Service Fund; Transfer \$11,263 from the General Fund to the 2016A GO Improvement Note; Transfer \$16,949 from the Sewer Fund to the 2016A Revenue Note; Transfer \$11,419 from the General Fund to the Gorecki Street Improvement Fund; and reclassify \$2,764 Flood Levee Imp Fund expense to a General Fund expense. MOTION PASSED UNANIMOUSLY. Koppien motioned, seconded by Gillund to approve the 2018 Annual Draft Financial Report as presented. MOTION PASSED UNANIMOUSLY

ITEM 10: STREET RECONSTRUCTION

Rodas motioned, seconded by Reisdorfer to direct DGR Engineering to prepare plans and solicit bids for reconstructing one block of both Jackson and Grant Streets. MOTION PASSED UNANIMOUSLY

ITEM 11: SEWER CONNECTION

The Council reviewed the proposed location and plan to route the facility's sewer to the west to Monroe Street where the Contractor will connect to the existing main with an inserta-tee. The Contractor will set up traffic control in accordance with the MN Manual of Uniform Traffic Control Devices and patch the existing street with new surfacing that will be equal to or greater than existing. Reisdorfer motioned, seconded by Rodas to approve the plan for the new sewer line connection. MOTION PASSED UNANIMOUSLY

ITEM 12: POOL PERSONNEL

Rodas motioned, seconded by Reisdorfer to hire Barbara Knutson as CPO, Kim Gades and Kalley Kloos as Pool Managers and Nolan Boerboom, Brock Buysse, Elizabeth Gillingham, Emily Gillingham, Anna Gruenes, Jared Josephson, Morgan Kockelman, Sydney Larson, Sienna Mahan-Diette and Brooklyn Nelson as lifeguards. MOTION PASSED UNANIMOUSLY. Reisdorfer motioned, seconded by Gillund to approve a wage increase for Barbara Knutson to \$13.00 per hour. MOTION PASSED UNANIMOUSLY

ITEM 13: SUMMER REC PERSONNEL

Rodas motioned, seconded by Reisdorfer to hire the following individuals as Summer Rec head coaches and assistants: Heather Anderson, Bill Bradley, Nick Esping, Nicole Evers, Drew Fadness, Tyler Gronke, Abby Hennen, Emily Hennen, Chad Johnston, Keven Larson, Mike Luke, Casey Meager, Grady Moore, Jason Myhre, Brooklyn Nelson, Braden Panka, Alex Pohlen, Cole Sanow, Carter Schuelke, Ben Skorczewski, Jessica Swedzinski and Cassie VanWatermeulen. MOTION PASSED UNANIMOUSLY

ITEM 14: PART-TIME MOWER

Reisdorfer motioned, seconded by Rodas to hire Gerald Bot for the part-time mower/public works employee and approve a wage increase to \$13.00 per hour. MOTION PASSED UNANIMOUSLY

ITEM 15: POLICE DEPARTMENT

Koppien motioned, seconded by Rodas to approve a conditional job offer to Austin Thompson as a part-time officer. MOTION PASSED UNANIMOUSLY. Rodas motioned, seconded by Koppien to hire Jonathan Monterroso as a Community Service/Bike Officer. MOTION PASSED UNANIMOUSLY

ITEM 16: ZONING PERMITS

Rodas motioned, seconded by Gillund to approve the following zoning permits:

- a) Buysse, Andy – 103 S Wilson Street – 42’ x 6’ Vinyl Fence
- b) Evers, Lavern – 205 N Wilson Street – 12’ x 8’ Utility Shed Addition
- c) Myhre, Bob – 208 W Third Street – 12’ x 20’ Utility Shed

MOTION PASSED UNANIMOUSLY

ITEM 17: GAMBLING PERMIT

Koppien motioned, seconded by Reisdorfer to approve a gambling permit for the American Legion and raffle being held September 8, 2019. MOTION PASSED UNANIMOUSLY

ITEM 18: VETERANS PARK

Rodas motioned, seconded by Reisdorfer to authorize the Minneota-Taunton VFW to install a VFW flag in Veterans Park. MOTION PASSED UNANIMOUSLY

ITEM 19: LYON COUNTY HISTORICAL SOCIETY

The Council reviewed information from the Lyon County Historical Society about a walking tour sign project. No action was taken by the Council.

ITEM 20: RESOLUTION 19-06

Rodas motioned, seconded by Reisdorfer to adopt Resolution 19-06 declaring 1957 Ford Tractor, 6’ Sun Mower, Stripe Paint Machine and Frink Model 4511 Plow as surplus equipment instructing City Staff to sell all items for the best available price. GILLUND, REISDORFER, RODAS AND ROLBIECKI VOTED YES WITH KOPPIEN VOTING NO. MOTION PASSED

ITEM 21: RESOLUTION 19-07

Gillund motioned, seconded by Reisdorfer to adopt Resolution 19-07 accepting a \$1,500 donation from the Shaokatan Sportsmen Club for the pool resurfacing project. MOTION PASSED UNANIMOUSLY

ITEM 22: MOSQUITO SPRAYING

Gillund motioned, seconded by Rodas to approve renting the City’s mosquito sprayer to the City of Ghent. Attorney John Engels will draw up an agreement with rental cost, spray cost and usage requirements for the City of Ghent’s consideration. MOTION PASSED UNANIMOUSLY

ITEM 23: RESOLUTION 19-08

Koppien motioned, seconded by Reisdorfer to adopt Resolution 19-08 to abate and refund the special assessments on the Schott Building paid by Area Development of Minneota in 2019 in recognition of the benefits to the community by creating jobs and business activity in the City. The Administrator is directed to inform the County Auditor that the assessments are fully satisfied. MOTION PASSED UNANIMOUSLY

ADJOURNMENT

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

The next scheduled Regular Council Meeting is scheduled for June 10, 2019 at 6:30 p.m.

ATTEST:

Shirley Teigland, City Administrator

John Rolbiecki, Mayor

Council Approved April 8, 2019