

## 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 8, 2017 AT 6:30 P.M.

**COUNCIL PRESENT:** Mayor John Rolbiecki  
Council Member Travis Gillund  
Council Member Tim Koppien  
Council Member Amber Rodas  
Council Member Jerry Teigland

**STAFF PRESENT:** Shirley Teigland

**OTHERS PRESENT:** Byron Higgin, Dan Nelson

### **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 items be added: \$51,464.86 additional bills register and a temporary liquor license application for the Mudhens.

### **ITEM 3: ADOPT AGENDA**

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

### **ITEM 4: APPROVE MINUTES**

The Council reviewed the prior month Council meeting minutes. With no questions or additional comments Rolbiecki motioned, seconded by Gillund to approve the April 10, 2017 Regular Council meeting minutes and the April 3, 2017 & April 17, 2017 Special Council meeting minutes. MOTION PASSED UNANIMOUSLY

### **ITEM 5: REPORTS AND UPDATES**

The Council discussed the following reports: (5a) - the May 1, 2017 Police report as submitted by Chief Bolt; (5b) - the current Financial Report as submitted by Administrator Teigland; (5c) - Y-T-D Budget Status Report; (5d) - the April 12, 2017 Minneota Active Living Committee meeting minutes; (5e) - the mosquito control information announcement; (5f) - a letter from Dan Deitte, Superintendent, Minneota Public Schools informing the Council that the School Board had voted to allow the consumption of 3.2 keg beer in plastic cups on school property on September 9<sup>th</sup> and 10<sup>th</sup> during a softball tournament being held during Boxelder Bug Days. The letter also stated the Board's expectations of all participants and any licensees authorized to sell beer at the event; and (5g) - an invitation to members of the Council to attend an upcoming meeting with Robert Gervais, Director of Operations with trū Shrimp Company at City Hall Wednesday, May 10, 2017 at 2:00 p.m.

### **ITEM 6: APPROVE DISBURSEMENTS**

Rolbiecki motioned, seconded by Koppien to approve the payment of \$49,009.95 (as listed on the check register summary), to approve the payment of \$19,856.80 (as listed on the payroll check register) and to approve the payment of \$51,464.86 in additional bills (as listed on the second check register summary). MOTION PASSED UNANIMOUSLY

**ITEM 7: CONCERNED CITIZENS**

No comments or requests were received either in person or in writing.

**ITEM 8: MIDCONTINENT COMMUNICATIONS**

Dan Nelson, Director of Governmental Affairs for Midcontinent Communications, met with the Council to discuss Midco's plan to install fast, affordable gigabit internet connectivity and provide expanded broadband service to computer users. The system upgrade project will also improve television service and expand the number of channels currently offered to cable customers. Midco cable TV signals have now been converted to digital in preparation of the company's internet and network solutions and a new price guide has also been established that will include all ranges of budgets and needs. The project is expected to start in August and be completed by the end of October. The various service options and upgrades are intended to provide reliability and good pricing and will put Minneota ahead of other area communities.

**ITEM 9: 2016 ANNUAL FINANCIAL STATEMENT**

The Council reviewed a summary from the auditor of items to consider prior to the 2016 Annual Financial Statement being completed. Teigland motioned, seconded by Rodas to transfer the excess General Fund balance of \$19,279.51 to the Capital Outlay Fund; move a portion of the Fire Department's checking balance to savings or CD's; transfer \$33,000.00 from the TIF brokerage account to offset the negative cash position in the 2010 GO Refund Bond (TIF Bond Portion); leave the Flood Levee Improvement Fund balance as is for future expenditures; leave the Adams Street Improvement Fund balance as is since long-term financing has been approved and monies will cover the negative balance. MOTION PASSED UNANIMOUSLY. Koppien motioned, seconded by Teigland to move \$35,000 in the Capital Outlay Fund from police equipment to street and snow equipment. MOTION PASSED UNANIMOUSLY

**ITEM 10: MANDATORY REPORTING**

The Council read the Mandated Reporting Guidelines and Policy as recommended by the League of MN Cities for all employees and volunteers with the City of Minneota. Gillund motioned, seconded by Rodas to approve the 2017-2018 Mandated Reporting Guidelines and policy as written. MOTION PASSED UNANIMOUSLY. Koppien motioned, seconded by Rodas to approve the Informed Consent Release Form as written. MOTION PASSED UNANIMOUSLY

**ITEM 11: ZONING PERMITS**

- a) Gruenes, Mark – 405 N Grant Street – Install 20' x 41' driveway
- b) Moore, Bill – 501 E 7<sup>th</sup> Street – Install 8' x 8' deck, entry steps and walkway

Teigland motioned, seconded by Rolbiecki to approve all zoning permits as listed above. MOTION PASSED UNANIMOUSLY

**ITEM 12: RESOLUTION 17-07**

Teigland motioned, seconded by Koppien to adopt Resolution 17-07 appointing Doyle Insurance Services as the City of Minneota's agent for purposes of the City's participation in the LMCIT property/casualty and workers' compensation program. This appointment shall remain effective until September, 2020. MOTION PASSED UNANIMOUSLY.

**ITEM 13: SUMMER PART-TIME HELP**

Teigland motioned, seconded by Koppien to hire Tom Esping for the part-time summer help/mower position. MOTION PASSED UNANIMOUSLY

**ITEM 14: LIFEGUARD STAFF**

Rodas motioned, seconded by Gillund to hire Nolan Boerboom, Ali DeVlaeminck, Elizabeth Gillingham, Emily Gillingham, Anna Gruenes, Morgan Kockelman, Sydney Larson and Emily Pohlen as lifeguards for the 2017 season. MOTION PASSED UNANIMOUSLY

**ITEM 15: LOCAL ASSESSOR CONTRACT**

Rolbiecki motioned, seconded by Rodas to approve the local assessor contract for the sum of \$11,500.00 per annum for the tax years 2018 and 2019. MOTION PASSED UNANIMOUSLY

**ITEM 16: 2017 AMBULANCE SUBSIDY**

Koppien motioned, seconded by Rodas to approve the 2017 ambulance subsidy with North Memorial Ambulance in the amount of \$17,405.00. MOTION PASSED UNANIMOUSLY

**ITEM 14: LAND LEASE AGREEMENT**

Teigland motioned, seconded by Gillund to authorize John Rolbiecki as Mayor and Shirley Teigland as Administrator to sign a land lease agreement with Adam Gorecki for land described as follows: Outlots “U” and “V”, EXCEPT Lots One (1) and Two (2) of the Subdivision of Outlot “V” of Eighth Railway Addition to the City of Minneota, Lyon County, Minnesota for a term of one year. MOTION PASSED UNANIMOUSLY

**ITEM 14: 2017 COMPOST AGREEMENT**

Rodas motioned, seconded by Gillund to set the annual compost agreements with the City of Ghent and Taunton to \$300.00 for the use of the compost area located at the City of Minneota’s dump site. MOTION PASSED UNANIMOUSLY

**ITEM 14: RESOLUTION 17-08**

Rodas motioned, seconded by Koppien to adopt Resolution 17-08 accepting Ottetail Power Company’s donation to the City of Minneota in the amount of \$1,683.25 covering the labor and vehicle charges to set a pole for the City’s new fire siren. MOTION PASSED UNANIMOUSLY

**ITEM 14: LIQUOR LICENSE**

Teigland motioned, seconded by Rodas to approve a temporary on-sale beer license for the Minneota Mudhens to sell beer within the confines of KP Kompelien Field. MOTION PASSED UNANIMOUSLY

**ADJOURNMENT**

Koppien motioned, seconded by Gillund, to adjourn the meeting at 7:45 p.m. MOTION PASSED UNANIMOUSLY.

*The next scheduled Regular Council Meeting is scheduled for June 12, 2017 at 6:30 p.m.*

ATTEST:

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Shirley Teigland, City Administrator

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John Rolbiecki, Mayor

Council Approved June 12, 2017