

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, NOVEMBER 18, 2019 AT 6:30 P.M.

COUNCIL PRESENT: Council Member Travis Gillund
Council Member Nancy Reisdorfer
Council Member Amber Rodas
Mayor John Rolbiecki

COUNCIL PRESENT: Council Member Tim Koppien

STAFF PRESENT: Shirley Teigland

OTHERS PRESENT: Dan DeSmet, Byron Higgin

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: \$28,209.34 additional bills register

ITEM 3: ADOPT AGENDA

Gillund motioned, seconded by Rodas 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 Reisdorfer motioned, seconded by Rodas to approve the October 14, 2019 and November 4, 2019 council minutes. MOTION PASSED UNANIMOUSLY

ITEM 5: REPORTS & UPDATES

The Council reviewed the following reports and had no additional questions or comments: (5a) – November Police report as submitted by Chief Bolt; (5b) - the current Financial Report as submitted by Administrator Teigland; (5c) – Y-T-D Budget; (5d) – E.D.A. meeting minutes – 9/10/19 & 10/8/19; (5e) – Jackson/Grant Street Reconstruction Project

ITEM 6: EXPENSES & DISBURSEMENTS

Reisdorfer motioned, seconded by Rodas to approve the payment of \$112,038.46 (as listed on the check register summary), the payment of \$22,020.66 (as listed on the payroll check register) and the payment of \$10,489.63 in additional bills (as listed on the second check register summary).

ITEM 7: CONCERNED CITIZENS

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

ITEM 8: NORTH MEMORIAL HEALTH

Dan DeSmet, Regional Manager, North Memorial Health Ambulance met with the Council to discuss a Memorandum of Understanding between the City of Minneota and North Memorial Health Ambulance regarding the replacement of medical supplies for the Minneota First Responder squad. As part of the contract

between the City of Minneota and North Memorial Health Ambulance which ended January 8, 2019, it was understood that North Memorial would provide equal or fair market value for items that were previously allocated to North Memorial at the initiation of the contract for services. Acknowledged in the memo, North Memorial has since provided those items and will continue to provide disposable items used by the Minneota First Responders in completion of EMS calls. Rodas motioned, seconded by Gillund to approve the Memorandum of Understanding as presented and authorize Emily Coequyt as First Responder Co-Director to sign the Memorandum on behalf of the City. MOTION PASSED UNANIMOUSLY

ITEM 9: PUBLIC WORKS

Administrator Teigland informed the Council that applications for the Public Works job opening will be accepted until 5:00 p.m. on November 14, 2019. The Personnel Committee will meet on Tuesday, November 19, 2019 to review all applications and applicant rating scales prior to selecting candidates to participate in an interview session with all Council members.

ITEM 10: FIRST RESPONDERS

The Personnel Committee will meet with Emily Coequyt and Laura Swedzinski to review the past year and discuss 2020 First Responder compensation, schedules, budget items and equipment needs.

ITEM 11: 2020 FINAL BUDGET

Local tax levies must be certified by the City to the County Auditor “on or before five working days after December 20 in each year.” Cities must also file the Truth & Taxation certificate of compliance with the Department of Revenue by this date. The Administrator has modified the 2020 preliminary budget and the Budget Committee will review the projected final budget prior to the December regular council meeting.

ITEM 12: ZONING PERMITS

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

- a) Anderson, Jon – 409 E. 3rd Street - (2) Egress Windows
- b) Myhre, Jason – 605 N Monroe Street – 5’ x 6’ x 7’ Wood Boiler

ITEM 13: GAMBLING PERMIT

Rodas motioned, seconded by Reisdorfer to approve the Gambling Permit as applied for by the Ivanhoe Fireman’s Relief Association to conduct legal gambling located at City Hall Bar & Grill, 118 E First Street, Minneota, MN, Lyon County, MN 56264. MOTION PASSED UNANIMOUSLY

ITEM 14: RESOLUTION 19-14

Rodas motioned, seconded by Gillund to adopt Resolution 19-14 designating the City of Minneota Community Center located at 129 E First Street as its combined polling place with the City of Minneota, Nordland Township and Westerheim Township. MOTION PASSED UNANIMOUSLY

ITEM 15: WATER FUND

Rodas motioned, seconded by Reisdorfer to write off the internal debt of \$47,049 set up as a due to from the Water Fund to the Capital Outlay Fund for remote read water meters purchased with Capital Outlay reserves. MOTION PASSED UNANIMOUSLY

ITEM 16: SCHOOL CHOICE PROCLAMATION

Reisdorfer motioned, seconded by Gillund to approve the Mayor’s Proclamation commemorating Minneota School Choice Week January 26 – February 1, 2020, calling this observance to the attention of all our citizens. MOTION PASSED UNANIMOUSLY

ITEM 17: CITY AUDITORS

Gillund motioned, seconded by Reisdorfer to authorize John Rolbiecki to sign a letter of understanding between the City of Minneota and Jacobson & Bergerson PPLP, Licensed CPA Firm for auditing services for the Fiscal Year ending December 31, 2019. MOTION PASSED UNANIMOUSLY.

ITEM 18: FIRE DEPARTMENT

Gillund motioned, seconded by Rodas to approve Jeff Sussner as Fire Chief, Bruce Laleman as 1st Captain and Joseph Thostenson as Director. MOTION PASSED UNANIMOUSLY

ADJOURNMENT

Gillund motioned, seconded by Reisdorfer, to adjourn the meeting at 7:00 p.m. MOTION PASSED UNANIMOUSLY.

The next scheduled Regular Council Meeting is scheduled for January 13, 2020 at 6:30 p.m.

ATTEST:

Shirley Teigland, City Administrator

John Rolbiecki, Mayor

Council Approved December 9, 2019