

## 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, OCTOBER 19, 2020 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:** John Engels, Jaci Garvey, James Vershelde, Sandy Vershelde

### **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: \$32,746.17 additional bills register and lot setbacks

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

Koppien motioned, seconded by Gillund to adopt the agenda as amended with the additions 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 Gillund to approve the October 19, 2020 and October 26, 2020 Council meeting minutes. MOTION PASSED UNANIMOUSLY

### **ITEM 5: REPORTS & UPDATES**

The Council reviewed the following reports and had no additional questions or comments: (5a) – 10/1/20 Police report as submitted by Chief Bolt & Use of Force Policy; (5b) - the current Financial Report as submitted by Administrator Teigland; (5c) – Y-T-D Budget; (5d) – FEMA Disaster Funding; (5e) – Pool resurface

### **ITEM 6: EXPENSES & DISBURSEMENTS**

Reisdorfer motioned, seconded by Gillund to approve the payment of \$152,406.28 (as listed on the check register summary), to approve the payment of \$19,851.85 (as listed on the payroll check register) and to approve the payment of \$32,746.17 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: ST. EDWARD CATHOLIC SCHOOL**

Jaci Garvey met with the Council to review a playground plan and quote for a Tots Choice Play Area, age group 2-5 the school is considering having installed on the St. Edward School playground. Ms. Garvey asked the Council to consider contributing to the cost of the equipment due to the fact that the public at large uses the playground and equipment. John Engels, legal counsel stated that because of Public Expenditure Rules the City may or may not be able to make such a contribution. The Council tabled the request and Mr. Engels will do additional research on the regulations and inform the Council of his findings prior to additional action.

**ITEM 9: OUSMAN ADDITION**

Jim Vershelde conveyed his concerns to the Council about a prior Council's actions in 2014 in selling 10' of Lot 3, Blk 3, Ousman Addition to Mike & LuAnn Fier and subsequently adding 15' of Outlot A to Lot 3, Blk 3, Ousman Addition. Mr. Vershelde did not agree with the prior Council's action and felt that as an adjacent property owner he should have been given the opportunity to also acquire part of Outlot A. Mr. Engels explained that the City's action did not include abandoning property owned by the City but only involved conveying real property that the City owned and there is no legal precedent to involve adjacent property owners. Mr. Vershelde was also concerned that by removing 15' from Outlot A there would be additional issues with the location of the golf cart path. The Council agreed to add gravel or crushed concrete and a light duty chain and stanchion barrier to distinctly mark the golf cart path.

**ITEM 10: ELECTRONIC SIGN**

John Engels asked the Council if the City would be interested in partnering with the Rotary to purchase and install an electronic sign to be used for posting community announcements. Mr. Engels also stated that the Rotary at this time would be able to contribute \$9,000 towards the purchase of the sign. The Council expressed an interest in checking into the purchase of a sign and Mr. Engels will gather additional information and return to the Council for further discussion.

**ITEM 11: LETTER OF RESIGNATION**

Gillund motioned, seconded by Rodas to accept a letter of resignation from Laurie Laleman with her last day of full-time hours being November 6, 2020. MOTION PASSED UNANIMOUSLY. Koppien motioned, seconded by Reisdorfer to approve part-time hours for Laurie Laleman during the transition period to complete clerk tasks prior to hiring a new clerk and additional part-time hours while training a new clerk. MOTION PASSED UNANIMOUSLY

**ITEM 12: LIBRARY**

Rodas motioned, seconded by Reisdorfer to accept Mid-Continental Restoration Co., Inc.'s proposal dated August 5, 2020 to perform solid tuck-pointing of brick areas within the South and East elevations of the Library authorizing a partial payment by the City of \$5,000 to the Contractor while also acknowledging the Friends of the Library's commitment to pay \$4,675 upon the completion of the Phase I contract repairs. MOTION PASSED UNANIMOUSLY.

**ITEM 13: ADMINISTRATION**

Koppien motioned, seconded by Gillund to approve the purchase of 2 HP ProBook Laptops, 2 Thunderbolt Docking Stations, 2 HP Business E234 23.8" monitors, keyboards and mice to improve telework capabilities for Administrative Staff and approve the payment of Invoice #285144 in the amount of \$3,968 to The Computer Man, Inc. with Coronavirus Relief Funds. MOTION PASSED UNANIMOUSLY

**ITEM 14: FIRE DEPARTMENT**

Reisdorfer motioned, seconded by Rodas to accept Alex Air Apparatus' quote dated September 23, 2020 in the amount of \$12,234 for a Groves Extractor front load 3-4 sets of gear washer and a Groves 2 set gear dryer. MOTION PASSED UNANIMOUSLY

**ITEM 15: FIRST RESPONDERS**

Gillund motioned, seconded by Reisdorfer to accept Stryker Medical's quote dated September 30, 2020 for a Lifepak 15 V4 Monitor/Defibrillator in the amount of \$19,935.87 and approve payment to Stryker Medical using Coronavirus Relief Funds. MOTION PASSED UNANIMOUSLY

**ITEM 16: CORONAVIRUS RELIEF FUNDS**

The Council reviewed a spreadsheet representing the City's Covid-19 expenses as compiled by Administrator Teigland. The Council will meet in Special Session October 26, 2020 to review updated information and consider distributing Coronavirus Relief Funds in the form of grants to City of Minnesota Small Businesses and Non-profits to reimburse for costs of business interruption caused by required closures. Businesses with eligible expenses can apply for grants of up to \$5,000 and Non-profits \$2,500.

**ITEM 17: EMPLOYEE HEALTH INSURANCE**

Reisdorfer motioned, seconded by Rodas to accept PEIP Health Insurance’s renewal rates with a projected 9.7% increase in premiums. MOTION PASSED UNANIMOUSLY. Reisdorfer motioned, seconded by Rodas to not reduce the City’s annual contribution to Employee HSA Accounts. MOTION PASSED UNANIMOUSLY

**ITEM 18: ZONING PERMITS**

- a) Kern, Brad – 106 S Wilson Street – 18’ x 70’ Driveway
- b) Shuckhart, Harold – 409 S Jackson Street – 8’ x 8’ Enclosed Entryway zoning permit and variance

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

**ITEM 19: GAMBLING PERMIT**

Koppien motioned, seconded by Gillund to approve the Minneota-Taunton VFW Gambling Permit for a raffle being held September 12, 2021. MOTION PASSED UNANIMOUSLY.

**ITEM 20: RESOLUTION 20-09**

Gillund motioned, seconded by Rodas to adopt Resolution 20-09 amending the boundaries of Tax Increment Financing District No. 1-3 and hereby remove Parcel No. 28-145013-0 from Tax Increment Financing District 1-3 due to lack of income compliance. MOTION PASSED UNANIMOUSLY.

**ITEM 21: BUILDING LEASE**

Gillund motioned, seconded by Rodas to authorize John Rolbiecki as Mayor and Shirley Teigland as Administrator to sign a 1-year lease agreement with Swede Farms to rent space in a Quonset. MOTION PASSED UNANIMOUSLY

**ITEM 22: FARM LEASE**

Reisdorfer motioned, seconded by Rodas to authorize John Rolbiecki as Mayor and Shirley Teigland as Administrator to sign a Farm Lease Agreement between the City of Minneota and Tom and Rodney Abraham to farm all that part of the North Half of the Southwest Quarter, Section 24, Township 113, Range 43, Lyon County, MN that is tillable farm land and not occupied by a lagoon, bank or road. MOTION PASSED UNANIMOUSLY

**ITEM 23: LOT SET-BACKS**

The Council discussed a corner lot located on Monroe and 2<sup>nd</sup> Street and a builder’s request to verify lot set-backs. Attorney John Engels confirmed that the Council can approve set-backs as best suited for construction. No action was taken by the Council.

**ITEM 24: ADJOURNMENT**

Koppien motioned, seconded by Reisdorfer, to adjourn the meeting at 8:10 p.m. MOTION PASSED UNANIMOUSLY.

*The next scheduled Regular Council Meeting is scheduled for November 9, 2020 at 6:30 p.m.*

ATTEST:

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Shirley Teigland, City Administrator

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John Rolbiecki, Mayor

Council Approved November 9, 2020