

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, SEPTEMBER 14, 2020 AT 6:30 P.M.

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

COUNCIL ABSENT: Council Member Tim Koppien
Council Member Amber Rodas

STAFF PRESENT: Shirley Teigland

OTHERS PRESENT: John Engels, Cindy Essington, Josh Larsen, Chris Swoboda

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: \$7,235.50 additional bills register

ITEM 3: ADOPT AGENDA

Reisdorfer motioned, seconded by Gillund to adopt the agenda as amended with the addition listed above.
MOTION PASSED UNANIMOUSLY

ITEM 4: PUBLIC HEARING

Gillund motioned, seconded by Reisdorfer to open the public hearing to discuss the purchase of a new pumper fire truck. The Council reviewed the truck's specifications & drawings, purchase order with Heiman Fire Equipment in the amount of \$387,549 for a 2020 Rosenbauer Pumper Fire Truck, Minneota Firemen Relief's commitment to donating \$50,000 towards the purchase of the fire truck, loan amortization schedules illustrating projected annual payments, USDA Community Facilities Direct Loan & Grant brochure and the USDA Notice of Eligibility letter acknowledging potential USDA funding. Gillund motioned, seconded by Reisdorfer to close the public hearing at 7:45 p.m. MOTION PASSED UNANIMOUSLY

ITEM 5: 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 August 10, 2020 Council meeting minutes. MOTION PASSED UNANIMOUSLY

ITEM 6: REPORTS & UPDATES

The Council reviewed the following reports and had no additional questions or comments: (6a) – 9/1/20 Police report as submitted by Chief Bolt; (6b) - the current Financial Report as submitted by Administrator Teigland; (6c) – Y-T-D Budget; (6d) – League of MN Loss Control Audit

ITEM 7: EXPENSES & DISBURSEMENTS

Reisdorfer motioned, seconded by Gillund to approve the payment of \$65,743.60 (as listed on the check register summary), to approve the payment of \$37,497.41 (as listed on the payroll check register) and to approve the payment of \$7,235.50 in additional bills (as listed on the second check register summary).

ITEM 8: CONCERNED CITIZENS

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

ITEM 9: ORDINANCE 20-01

Gillund motioned, seconded by Reisdorfer to adopt Ordinance 20-01 granting to Otter Tail Power Company a nonexclusive franchise to construct, operate, repair and maintain in the City of Minneota an electric distribution system for the furnishing of electric energy to the City. MOTION PASSED UNANIMOUSLY

ITEM 10: PRELIMINARY BUDGET

The Council reviewed the 2021 Preliminary budget as presented by the Administrator. The preliminary budget projects a 9.53% increase in a total property tax levy of \$648,281 for all funds. Gillund motioned, seconded by Reisdorfer to adopt Resolution 20-08 approving the Proposed 2020 Tax Levy collectible in 2021 with the following sums of money levied upon the taxable property in the City of Minneota for the following purposes: General Fund - \$457,388; Fire Fund - \$73,113; 2012 LPRW 2005 Sewer Imp Bond Fund - \$63,580; 2016A GO Bond Fund - \$22,400; 2018 GO Bond Fund - \$31,880. MOTION PASSED UNANIMOUSLY. The Administrator will analyze all funds to determine additional modifications and cuts that can be made to the budget prior to the Council certifying a final levy in December.

ITEM 11: CARES ACT FUNDING

Reisdorfer motioned, seconded by Gillund to approve the CARES Grant Program to assist local small businesses and Non-Profits who demonstrate that its operations have been directly and adversely affected by the COVID-19 public health emergency. Grants of up to \$5,000 will be awarded until program funds are exhausted. MOTION PASSED UNANIMOUSLY. Reisdorfer motioned, seconded by Gillund to call for a Special Council meeting to be held October 26, 2020 at 6:30 p.m. to review all applications. MOTION PASSED UNANIMOUSLY

ITEM 12: LEGAL COUNSEL

John Engels was present at the meeting to introduce Josh Larsen to the Council. Mr. Larsen has recently joined Engels-Larsen Law, PPLC

ITEM 13: PUBLIC WORKS

The Council reviewed 2 proposals from Wayne's Tractor Repair to trade the City's 2018 Hustler Super Z Hyperdrive mower for a 2020 Hustler Super Z Hyperdrive 60" mower. Reidsdorfer motioned, seconded by Gillund to reject both trade-in proposals. MOTION PASSED UNANIMOUSLY. The Council also reviewed 3 proposals received by the City for the 2021 Seal Coat Project: Pearson Bros., Inc. - \$2.00/SY; Allied Blacktop Company - \$2.35/SY; Bituminous Paving, Inc. - \$3.25/SY. Gillund motioned, seconded by Reisdorfer to award the 2021 Seal Coat Project to Pearson Bros., Inc. at a cost of \$2.00/SY. MOTION PASSED UNANIMOUSLY. In other PW business the Administrator informed the Council that FEMA and the State of MN will be awarding the City \$74,802.50 for FEMA Disaster 4442DR expenses on the Jackson/Grant Street Project.

ITEM 14: LOT 13 – GORECKI ADDITION

Gillund motioned, seconded by Reisdorfer to adopt Resolution 20-07 authorizing John Rolbiecki as Mayor and Shirley Teigland as City Administrator to execute a deed to convey real estate from the City of Minneota to Darin C. and Debra A. Yost. MOTION PASSED UNANIMOUSLY. Reisdorfer motioned, seconded by Gillund to authorize John Rolbiecki as Mayor and Shirley Teigland as City Administrator to sign a Warranty Deed to convey to Darin C. and Debra A. Yost real property described as Lot Thirteen (13), Block One (1), Gorecki Addition to the City of Minneota, MN according to the recorded plat thereof; and subject to protective covenants as approved by the City Council. MOTION PASSED UNANIMOUSLY. Gillund motioned, seconded by Reisdorfer to approve Protective Covenants for Lot 13, Block 1, Gorecki Addition to the City of Minneota, MN. MOTION PASSED UNANIMOUSLY

ITEM 15: ZONING PERMITS

Gillund motioned, seconded by Reisdorfer to approve the following Zoning Permits. MOTION PASSED UNANIMOUSLY

- a) Buysse, Andy – 103 S Wilson Street – 14' x 20' x 10' Garage Addition; 18' x 8' Privacy Fence
- b) Guza, Paul – 303 N Jefferson Street – 20' x 30' x 8' Garage with variance
- c) Knutson, Scott – 604 E. Lyon Street – 16' x 30' Deck
- d) Schnobrich, Anne – 405 E Lyon Street – 30' x 10' Deck; Egress Window
- e) Swoboda, Chris – 613 N Madison Street – 8' x 26' x 8' x 28' x 8' House Addition and variance
- f) Yost, Darin – 1013 10th Circle Street – 75' x 48' House

ITEM 16: ORDINANCE 20-02

Gillund motioned, seconded by Reisdorfer to adopt Ordinance 20-02 amending and replacing Chapter 209 – Library of the Minneota City Code in its entirety. MOTION PASSED UNANIMOUSLY. Gillund motioned, seconded by Rolbiecki to appoint Mary Buysse, Aubree Cheadle and Wendy Sarazyn to the City of Minneota Library Board. MOTION PASSED UNANIMOUSLY

ITEM 17: DONATION

Gillund motioned, seconded by Reisdorfer to approve a \$454 donation to the Southwest Initiative Foundation’s economic development work as allocated in the 2021 Budget. MOTION PASSED UNANIMOUSLY

ITEM 18: ADJOURNMENT

Reisdorfer motioned, seconded by Gillund, to adjourn the meeting at 7:50 p.m. MOTION PASSED UNANIMOUSLY.

The next scheduled Regular Council Meeting is scheduled for October 19, 2020 at 6:30 p.m.

ATTEST:

Shirley Teigland, City Administrator

John Rolbiecki, Mayor

Council Approved October 19, 2020