

CITY OF MONTEVIDEO
CITY COUNCIL PROCEEDINGS
April 18, 2011

The city council met in regular session Monday, April 18, 2011 in the council chambers at city hall. President Hodge called the meeting to order at 7:00 P.M. with the Pledge of Allegiance.

Council members present: Marvin Garbe, Al Johnsrud, Bryce Curtiss, Karen Nieuwebeerta and Sandra Hodge. Absent: None. Mayor Debra Lee Fader present.

Also present were: City Manager Steven C. Jones, City Attorney Janice Nelson and City Clerk Glennis Lauritsen.

It was moved by Garbe, seconded by Nieuwebeerta and unanimously passed to approve the agenda, with the following modifications:

ACTION ITEM DESCRIPTION:

Amend: 5(A) CONSIDER APPROVAL OF VERIFIED CLAIMS FOR THE PERIOD ENDING APRIL 15, 2011 IN THE AMOUNT OF ~~\$747,770.02~~ \$749,505.92.

Modified amount reflects the addition of the following:

<u>MISCELLANEOUS</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Delta Dental	Dental premium	\$1,735.90

Add: 7(H) CONSIDER UPDATING POLICE DEPARTMENT RECORDS MANAGEMENT SOFTWARE.

Add: 7(I) CONSIDERATION OF DAM REMOVAL PLAN AND CALL FOR PUBLIC HEARING.

It was moved by Curtiss, seconded by Johnsrud and unanimously passed to approve the minutes of the regular meeting of April 4, 2011, as presented.

4. Notices/Communications/Announcements or Appearance of Interested Citizens.

Council President Hodge welcomed the group of high school students present to observe the council proceedings.

4(A) ADAM CHRISTOPHER SERVICE AWARD.

Police Chief Adam Christopher was recognized for his 10 years of service to the City of Montevideo. Christopher was hired April 16, 2001. Council President Hodge conveyed the city's appreciation to Christopher, on behalf of the city.

5. Consent Agenda.

It was moved by Nieuwebeerta, seconded by Curtiss and unanimously passed to approve the following consent agenda items:

5(A) VERIFIED CLAIMS FOR THE PERIOD ENDING APRIL 15, 2011 IN THE MODIFIED AMOUNT OF \$749,505.92.

6. Public Hearings.

- None.

7. General Business.

7(A) EMERGENCY MANAGEMENT PLAN-NORTHDAL COMMUNITY.

David Reynolds, MHP Investing & Leasing, was present to inform the council that MHP is looking at the possibility of buying the Northdale Community mobile home park. Before they proceed, however, they would like to clear up the issue of the lack of an approved emergency management plan.

A proposed plan had been drafted and was provided to the council for its review. The plan included the use of the hospital as an emergency shelter. Hospital Administrator Mark Paulson has affirmed to city staff that the hospital will allow their building to be used as an emergency shelter. Council member Garbe stated that, speaking as the Chippewa County Emergency Management Director, if this plan were approved by the council, he suggested an annual submission of an updated plan and updated letter of permission from the hospital.

Council member Garbe asked whether MHP was also looking to acquire Ramsey Mobile Home Park. Reynolds indicated no; not at this time.

A memorandum provided by Community Development Director Nick Haggemiller indicated that it appears, according to state statute, that alternative sites may be approved by the council, at its discretion. However, if the council would come to the conclusion that the only way the emergency management plan would be accepted is with the construction of a storm shelter, the park owners would be allowed 18 months to construct the shelter.

Reynolds was then asked what method would be used to distribute the plan to the residents. Reynolds indicated that the plan would be posted on the Community's bulletin board, as well as hand delivered to all residents. It was also noted that state statute requires the plan be bilingual.

Haggemiller was present for the discussion and noted that at issue is the interpretation and enforcement of the statutes addressing the types of shelter required for manufactured home parks and their construction standards. He noted that parks receiving an initial license after 1988 must provide the type of shelter required by Section 327.205; while those receiving an initial license prior to 1988 have flexibility in the latitude allowed by the city council. Haggemiller also noted that staff was able to gather some examples of construction costs vs. size from FEMA, as follows: 1) 4,000 sq.ft. addition to an existing building with capacity for 150 people at a cost of \$43,000; and, 2) 900 sq.ft. stand-alone facility with capacity for 175 people at a cost of \$50,000.

City Manager Jones interjected that if the council is willing, they could take action to temporarily approve the plan, allowing time for written permission from the hospital to be obtained, with the final plan submitted to council for approval.

Following additional discussion, it was moved by Johnsrud, seconded by Curtiss and unanimously passed to accept the temporary emergency management plan submitted by MHP Investing which includes an off-site shelter at the Chippewa County-Montevideo Hospital, contingent upon the submission of written approval and an annual update of same by the hospital and subject to final plan approval by the council.

7(B) 2011 POLICE DEPARTMENT AUCTION.

Police Chief Adam Christopher was present to request the council approve a list of auction items for the department's 2011 spring auction, scheduled for June 10, 2011. The Administrative Code dictates that any item sold for more than \$1,500.00 must have

council approval. Since it is unknown how much items will sell for, Christopher is requesting that the entire list be approved.

It was moved by Garbe, seconded by Johnsrud and unanimously passed to approve the list of auction items, as submitted.

7(C) DRUG COLLECTION SITE FOR CONTROLLED SUBSTANCES.

Chief Christopher explained that the police department would like to submit an application to the Minnesota Pollution Control Agency to become a year-round collection site for controlled substances. This would require the purchase of a locking collection box and the department would then collect unused controlled substances/prescription medications and transport them to a licensed facility.

Christopher further explained that the department currently transports seized drugs to a facility for disposal. He felt that the department could easily (and at a minimal cost) handle other prescriptions as well. This would prevent theft and abuse of those unused drugs setting in medicine cabinets and also would keep them out of the city's aquifer by not flushing them down a toilet. Any costs could be taken from the drug forfeited monies.

No formal action was taken; however, council members gave their verbal support of the project, noting that this would provide an excellent public service.

7(D) DONATION FROM GRAVEL ROAD RESIDENTS.

Residents of Gravel Road would like the city to accept a donation of \$700.00 in recognition of the city's flood fighting efforts.

BRYCE CURTISS OFFERED RESOLUTION NO. 3029, A RESOLUTION ACCEPTING GIFT, AND MOVED ITS ADOPTION. MOTION FOR ADOPTION OF RESOLUTION NO. 3029 WAS SECONDED BY MARVIN GARBE. THOSE VOTING IN FAVOR OF MOTION: BRYCE CURTISS, MARVIN GARBE, KAREN NIEUWBEERTA, AL JOHNSRUD AND SANDRA HODGE. THOSE VOTING AGAINST MOTION: NONE. RESOLUTION PASSED 5-0.

7(E) AIRPORT MANAGER AGREEMENT WITH MARK BORGERSON.

With the retirement of current Airport Manager Don Ruether effective June 1st, a new airport manager agreement has been drafted with Mark Borgerson. At a previous meeting, the council had approved the contract in concept, and the airport commission has recommended its approval.

It was moved by Johnsrud, seconded by Curtiss and unanimously passed to approve the agreement, as submitted.

7(F) AIRPORT IMPROVEMENT GRANTS TERMS & CONDITIONS.

The FAA has revised their terms and conditions of accepting airport improvement grants. Therefore, before the city can proceed with any new grants, the new terms must be accepted.

It was moved by Garbe, seconded by Nieuwebeerta and unanimously passed to approve the "Terms and Conditions of Accepting Airport Improvement Program Grants" document, as submitted.

7(G) MN/DOT COOPERATIVE AGREEMENT.

The construction of the levee on Highway 212 requires an agreement with the Minnesota Department of Transportation (Mn/DOT). A good portion of the right-of-way the city acquires will be transferred to Mn/DOT.

It was moved by Nieuwebeerta, seconded by Johnsrud and unanimously passed to approve the agreement, as presented, authorizing the mayor and city manager to execute same on behalf of the city.

7(H) POLICE RECORDS MANAGEMENT SOFTWARE.

Chief Christopher was present to discuss a proposal to update the department's records management software. He explained that all agencies in Chippewa County will need to be on the safe software to be compatible with court and electronic processing of paperwork. Christopher is looking for a budgetary commitment from the council for 2012 and further.

Total proposed cost of the system (including 2-year maintenance) is \$309,387. The city currently contributes \$15,000 for dispatch services to the county, which would be put towards the 2011 total first year payment of \$162,000. In 2012, Montevideo's payment would be \$34,000; in 2013 - \$34,000. Beginning 2014 and onward, the city's contribution would be \$31,175.00. Other entities contributing include Chippewa County, Clara City Police Department and the Chippewa County Sheriff's Office.

Council President Hodge reminded Christopher that if council approves this expenditure, some of his department's other expenditures could be affected, depending on future budgetary issues (LGA, etc.)

It was moved by Johnsrud, seconded by Garbe and unanimously passed to approve participating with Chippewa County to update the police department records management software, as presented, and to direct staff to begin budgeting for the expenditure(s).

7(I) CHIPPEWA RIVER DAM REMOVAL.

City Manager Jones explained that for some time, the city and Department of Natural Resources (DNR) have been working on a plan to remove the dam on the Chippewa River. The DNR has now offered a plan that keeps city resources to a minimum, by pledging to help with bank erosion and other issues if that becomes a problem in the future.

Resolution No. 3002, passed 11-15-10, approved efforts to remove the dam and authorized the city to work with the DNR and other agencies to complete a dam removal plan. The DNR has requested a stronger resolution from the council to go forward with the plan; however, before that is done, staff recommends a public hearing be held to allow for public input.

It was moved by Garbe, seconded by Johnsrud and unanimously passed to set a public hearing for Monday, May 16, 2011 at 7:00 P.M. for this purpose.

8. Ordinances.

- None.

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9. Discussion and Miscellaneous.

- ▶ Council briefly discussed the water ponding issues at 303 North 6th Street.

Meeting adjourned at 8:06 P.M.

Glennis A. Lauritsen, Secretary

Approved by council May 2, 2011:

Sandra Hodge - President