

CITY OF MONTEVIDEO
CITY COUNCIL PROCEEDINGS
January 3, 2012

The city council met in regular session Tuesday, January 3, 2012 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, Karen Nieuwbeerta, Sandra Hodge, Al Johnsrud and Bryce Curtiss. Mayor Debra Lee Fader present.

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

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

MODIFY:

5(A) CONSIDER APPROVAL OF VERIFIED CLAIMS FOR THE PERIOD ENDING DECEMBER 30, 2011 IN THE AMOUNT OF ~~\$1,400,685.05~~ \$1,407,943.69.

Modified amount reflects the addition of the following:

<u>CITY HALL</u>	<u>DESCRIPTION</u>	<u>AMOUNT</u>
Olsen Plumbing & Heating	Boiler work, etc.	\$1,928.97
<u>MISCELLANEOUS</u>		
George's Food & Fuel	Gas	5,329.67

7(P) CONSIDER APPOINTMENTS TO VARIOUS CITY BOARDS & COMMISSIONS.

List of positions information modified to reflect incumbent's interest on the Building & Housing Advisory Appeals Board.

It was moved by Johnsrud, seconded by Garbe and unanimously passed to approve the minutes of the regular meeting of December 19, 2011, as presented.

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

4(A) CITY MANAGER PERFORMANCE REVIEW.

Council President Hodge presented a public summary statement of the performance review of City Manager Steve Jones which was conducted December 19, 2011.

5. Consent Agenda.

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

5(A) VERIFIED CLAIMS FOR THE PERIOD ENDING DECEMBER 30, 2011 IN THE (MODIFIED) AMOUNT OF \$1,407,943.69.

5(B) APPLICATION FROM FIESTA CITY RACING ASSOCIATION FOR AN EXEMPTION FROM LAWFUL GAMBLING LICENSE REQUIREMENTS FOR RAFFLE ACTIVITY ON MARCH 1, 2012 AT THE MONTEVIDEO VFW CLUB, 570 1ST STREET SW.

6. Public Hearings.

- None.

7. General Business.

ORGANIZATIONAL ITEMS OF BUSINESS:

7(A) SECRETARY TO COUNCIL/2012.

It was moved by Garbe, seconded by Nieuwbeerta and unanimously passed to appoint Glennis A. Lauritsen as secretary to the council for 2012.

7(B) ACTING CITY MANAGER / ACTING CITY CLERK FOR 2012.

AL JOHNSRUD OFFERED RESOLUTION NO. 3082, A RESOLUTION PROVIDING FOR AN ACTING CITY MANAGER (NICK HAGGENMILLER) AND ACTING CITY CLERK (JAN FLAHERTY) WHEN SUCH MAY BE REQUIRED, AND MOVED ITS ADOPTION. MOTION FOR ADOPTION OF RESOLUTION NO. 3082 WAS

SECONDED BY KAREN NIEUWBEERTA. THOSE VOTING IN FAVOR OF MOTION: MARVIN GARBE, BRYCE CURTISS, AL JOHNSRUD, KAREN NIEUWBEERTA AND SANDRA HODGE. THOSE VOTING AGAINST MOTION: NONE. RESOLUTION PASSED 5-0.

7(C) DEPOSITORIES FOR 2012.

It was moved by Nieuwbeerta, seconded by Curtiss and unanimously passed to designate the following institutions as depositories for city funds:

KleinBank, Montevideo
Minnwest Bank, Montevideo
Co-Op Credit Union, Montevideo
4M Fund/League of Minnesota Cities
RBC Capital Markets
Morgan Stanley Smith Barney, LLC
Multi-Bank Securities, Inc.

7(D) WIRE TRANSFER OF FUNDS.

MARVIN GARBE OFFERED RESOLUTION NO. 3083, A RESOLUTION AUTHORIZING WIRE TRANSFER OF FUNDS, AND MOVED ITS ADOPTION. MOTION FOR ADOPTION OF RESOLUTION NO. 3083 WAS SECONDED BY AL JOHNSRUD. THOSE VOTING IN FAVOR OF MOTION: AL JOHNSRUD, KAREN NIEUWBEERTA, MARVIN GARBE, BRYCE CURTISS AND SANDRA HODGE. THOSE VOTING AGAINST MOTION: NONE. RESOLUTION PASSED 5-0.

7(E) ACTING MAYOR /2012.

MARVIN GARBE OFFERED RESOLUTION NO. 3084, A RESOLUTION PROVIDING FOR AN ACTING MAYOR (BRYCE CURTISS), AND MOVED ITS ADOPTION. MOTION FOR ADOPTION OF RESOLUTION NO. 3084 WAS SECONDED BY AL JOHNSRUD. THOSE VOTING IN FAVOR OF MOTION: AL JOHNSRUD, MARVIN GARBE, KAREN NIEUWBEERTA, BRYCE CURTISS AND SANDRA HODGE. THOSE VOTING AGAINST MOTION: NONE. RESOLUTION PASSED 5-0.

7(F) ACTING CITY ATTORNEY/2012.

AL JOHNSRUD OFFERED RESOLUTION NO. 3085, A RESOLUTION PROVIDING FOR AN ACTING CITY ATTORNEY WHEN SUCH MAY BE REQUIRED (DAVID GILBERTSON), AND MOVED ITS ADOPTION. MOTION FOR ADOPTION OF RESOLUTION NO. 3085 WAS SECONDED BY BRYCE CURTISS. THOSE VOTING IN FAVOR OF MOTION: MARVIN GARBE, KAREN NIEUWBEERTA, BRYCE CURTISS, AL JOHNSRUD AND SANDRA HODGE. THOSE VOTING AGAINST MOTION: NONE. RESOLUTION PASSED 5-0.

7(G) APPOINTMENT OF LICENSE INSPECTOR FOR 2012.

It was moved by Curtiss, seconded by Johnsrud and unanimously passed to appoint the police chief as license inspector for 2012.

7(H) APPOINTMENT OF HEALTH INSPECTOR FOR 2012.

It was moved by Nieuwbeerta, seconded by Garbe and unanimously passed to appoint Dr. Tom Birkey as health inspector for 2012.

7(I) OFFICIAL NEWSPAPER DESIGNATION/2012.

It was moved by Curtiss, seconded by Johnsrud and unanimously passed to designate the Montevideo American-News as the city's official newspaper for 2012.

7(J) HUMAN RIGHTS OFFICER/ALTERNATES FOR 2012.

It was moved by Garbe, seconded by Curtiss and unanimously passed to appoint the city manager as the human rights officer, with the city clerk and police chief designated as alternate human rights officers.

7(K) APPOINTMENT OF HEARING OFFICER FOR 2012.

It was moved by Johnsrud, seconded by Curtiss and unanimously passed to appoint Stacey L. Lee as administrative hearing officer for 2012, at the rate of \$125.00/hour, including windshield time to/from Montevideo (same rate as 2011.)

7(L) 2012 FARM LEASE WITH ROBERT KURTZBEIN.

The current farm lease with Robert Kurtzbein expires December 31, 2011. A new lease has been prepared for 2012. The land is located in the Ost Subdivision. Mr. Kurtzbein has farmed this land for several years and has indicated an interest in doing so again in 2012. An easement agreement is on file which allows Kurtzbein access across city property to this farm land. Rent for 2012 has been calculated at \$182.17/acre, for a total lease amount of \$3,752.70, which is an average of bids the city received this past fall on the airport farm land.

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

7(M) 2012 FARM LEASE WITH LESLIE ENEVOLDSEN.

Staff explained that the current farm lease with Leslie Enevoldsen expires December 31, 2011. If council is interested in continuing this arrangement, a new lease is necessary. The land is the former Evans property along William Avenue/County Road 15. Mr. Enevoldsen has expressed his interest in a new agreement and has agreed to the proposed rent of \$182.17/acre, for a total lease amount of \$2,750.77, which is based on the average of bids the city received this past fall on the airport farm land.

It was moved by Curtiss, seconded by Nieuwbeerta and unanimously passed to approve the lease, as presented.

7(N) SENIOR NUTRITION PROGRAM FACILITY AGREEMENT.

Prairie Five uses the community center as a senior meal site. Each year, a new agreement is presented to allow this use.

It was moved by Garbe, seconded by Nieuwbeerta and unanimously passed to approve the 2012 agreement, as presented.

7(O) APPOINTMENT OF COUNCIL MEMBERS TO BOARDS/COMMISSIONS.

It was moved by Garbe, seconded by Nieuwbeerta and unanimously passed to appoint council members to one-year terms on the various boards/commissions, as follows:

Airport Commission - Karen Nieuwbeerta
MCDC - Al Johnsrud
Joint City/County Airport Zoning Board - Karen Nieuwbeerta & Al Johnsrud
County Planning Commission - Al Johnsrud
County Elected Officials Committee - Debra Lee Fader
County Library Board - Al Johnsrud

7(P) APPOINTMENTS TO CITY BOARDS/COMMISSIONS.

It was moved by Garbe, seconded by Curtiss and unanimously passed to make the following (incumbent) appointments:

Board of Health 1-year term to December 31, 2012	Dr. Thomas Birkey Adam Christopher Steve Jones
Planning Commission 3-year term to January 2015	Glen Herfurth Jan Briones Mary Saeger
Airport Commission 3-year term to January 2015	Gerald Kleene Ralph Anderson Darrell Augeson
Police Civil Service Commission 3-year term to January 2015	Claudia Mijares
Traffic Safety Improvement Committee 1-year terms to December 31, 2012	Marv Dehne Stacy Tufto Jim Curtiss
Park Board 5-year term to January 2017	Bill Pauling

Convention & Visitor's Bureau
2-year terms to December 31, 2014

Nick Haggenmiller

Building & Housing Advisory Appeals Board
3-year term to December 31, 2014

Scott Johnson

Western MN Prairie Waters Board
3-year term to December 31, 2014

Nick Haggenmiller

After vote by secret ballot, it was moved by Garbe, seconded by Curtiss and unanimously passed to appoint the following individuals to the **Montevideo Park Board**:

Nick Patton - term expiring January 2016

Mark Hein - term expiring January 2014

It was moved by Garbe, seconded by Curtiss and unanimously passed to appoint Scott Marquardt to the **Housing Commission**, term expiring December 31, 2014.

Council president Hodge announced that the city still has vacancies on the following boards/commissions:

(2) Cable Advisory Board (3-year terms)

(1) United Way representative, term expiring March 2013

Unlimited membership - Housing Commission

Unlimited membership - Traffic Safety Improvement Committee

7(Q) MAYORAL EDA APPOINTMENT.

It was moved by Johnsrud, seconded by Garbe and unanimously passed to ratify the mayoral appointment of Cheri Hughes to the Economic Development Authority (EDA), term expiring December 31, 2017.

7(R) ACCEPTANCE OF GIFTS/GRANTS.

The following gifts have been donated to the city and need to be formally accepted:

Name	Description	Amount/Value
Montevideo Lions Club	Yellow Ribbon Signs	400.00
Fire Relief Association	Montevideo Youth Sports	4,400.00
Fire Relief Association	Fire Equipment Fund	10,600.00

KAREN NIEUWBEERTA OFFERED RESOLUTION NO. 3086, A RESOLUTION ACCEPTING GIFTS/GRANTS, AND MOVED ITS ADOPTION. MOTION FOR ADOPTION OF RESOLUTION NO. 3086 WAS SECONDED BY AL JOHNSRUD. THOSE VOTING IN FAVOR OF MOTION: AL JOHNSRUD, BRYCE CURTISS, KAREN NIEUWBEERTA, MARVIN GARBE AND SANDRA HODGE. THOSE VOTING AGAINST MOTION: NONE. RESOLUTION PASSED 5-0.

7(S) WORKSESSION TOPICS/DATES.

It was moved by Garbe, seconded by Johnsrud and unanimously passed to set the following dates/times/topics for city council worksessions:

- 1/17/12 - 5:00 P.M. - Levee Phase III Financing Options.
- 2/6/12 - 5:00 P.M. - Building Issues (Fire Hall/City Hall/Public Works/Carnegie Library)
- 3/5/12 - 5:00 P.M. - Utility Issues (Lift Station Upgrades, Wells, Transmission Lines, Meters)
- 4/2/12 - 5:00 P.M. - Additional Issues Brought Forth by City Council

7(T) UPDATE - MN/DOT HIGHWAY 29 PROJECT.

City Manager Jones and City Engineer Berryman discussed the outcome of meetings held with Mn/DOT staff regarding their proposed Highway 29 Project (planned for 2014 construction, at the earliest). Council discussed the three options outlined by Mn/DOT, noting that city staff told Mn/DOT to proceed with the option that would place 1.5" mill, 3" overlay, 3" shoulders and radi out to airport (\$2.1 Million) at no cost to the city.

Following discussion, it was the consensus of the council that staff go back to Mn/DOT with a request that they review the Wolfe & Ashmore Avenue intersections for possible further improvements (right turn lanes, etc.)

8. Ordinances.

- None.

9. Discussion and Miscellaneous.

- ▶ Council briefly discussed a 12/15/11 letter from the Minnesota Pollution Control Agency which addressed stormwater management programs.

Meeting adjourned at 7:58 P.M.

Glennis A. Lauritsen, Secretary

Approved by council January 17, 2012:

Sandra Hodge - President