

CITY OF MONTEVIDEO  
CITY COUNCIL PROCEEDINGS  
January 6, 2014

The city council met in regular session Monday, January 6, 2014 in the council chambers at city hall. Council President Garbe called the meeting to order at 7:00 P.M. with the Pledge of Allegiance.

Council members present: Marvin Garbe, Karen Nieuwebeerta, Bryce Curtiss, Todd Hay and Nathan Schmidt. Absent: None. 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 Hay, seconded by Curtiss and unanimously passed to approve the agenda, with the following modifications:

**MODIFY:** **ORDER OF THE AGENDA - PULLING FORWARD ITEMS 7(L) AND 7(M).**

**MODIFY:** 5(A) **CONSIDER APPROVAL OF VERIFIED CLAIMS FOR THE PERIOD ENDING JANUARY 3, 2014 IN THE AMOUNT OF ~~\$1,524,436.02~~ \$1,535,016.02.**

Revised amount reflects the following

UTILITY

North Star Pump Service - Service work. 10,580.00

**ADD:** 5(B) **CONSIDER APPLICATION FROM CHIPPEWA COUNTY FAIR ASSOCIATION FOR AN EXEMPTION FROM LAWFUL GAMBLING LICENSE REQUIREMENTS TO ALLOW RAFFLE ACTIVITY AT THE VFW ON MARCH 1, 2014.**

**MODIFY:** 9(A) **UPDATE - FIRE HALL PROJECT.**

Additional information provided.

It was moved by Nieuwebeerta, seconded by Schmidt and unanimously passed to approve the minutes of the regular meeting of December 16, 2013, as presented.

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

- None.

5. Consent Agenda.

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

- 5(A) VERIFIED CLAIMS FOR THE PERIOD ENDING JANUARY 3, 2014 IN THE (MODIFIED) AMOUNT OF \$1,535,016.02.
- 5(B) APPLICATION FROM CHIPPEWA COUNTY FAIR ASSOCIATION FOR AN EXEMPTION FROM LAWFUL GAMBLING LICENSE REQUIREMENTS TO ALLOW RAFFLE ACTIVITY AT THE VFW ON MARCH 1, 2014.

6. Public Hearings.

- None.

7. General Business.

At this time, Items 7(L) and 7(M) were pulled forward for consideration.

7(M) 2014 LIQUOR-RELATED LICENSES - NEVAREZ, INC.

Maria Nevarez/Nevarez, Inc. has submitted applications for a 2014 On-Sale Liquor License and a Sunday Only 3.2 Malt Liquor On-Sale License for the new Los Potrillos Mexican Restaurant, 207 North 1<sup>st</sup> Street. City Clerk Lauritsen reported that all of the necessary paperwork has been submitted by the applicant.

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

7(L) 2014 INSURANCE PLANS/COSTS - JON KUHLMANN.

Jon Kuhlmann, Casualty Assurance, was present to update the council on the city's insurance plans and costs associated. Overall cost is up \$12,557 over 2013, with the largest increase in the Worker's Compensation insurance (\$9,737.) Kuhlmann explained that the city's experience modification factor is good (.84); however, rates have increased throughout the entire League of MN Cities pool. Kuhlmann noted that the city received two dividends in 2013 - a worker's compensation dividend of \$16,210 and another dividend in the amount of \$23,339.

ORGANIZATIONAL ITEMS OF BUSINESS:

7(A) SECRETARY TO COUNCIL/2014.

It was moved by Curtiss, seconded by Schmidt and unanimously passed to appoint Glennis A. Lauritsen as secretary to the council for 2014.

7(B) ACTING CITY MANAGER / ACTING CITY CLERK FOR 2014.

NATHAN SCHMIDT OFFERED RESOLUTION NO. 3204, A RESOLUTION PROVIDING FOR AN ACTING CITY MANAGER (GLENNIS LAURITSEN) AND ACTING CITY CLERK (JAN FLAHERTY) WHEN SUCH MAY BE REQUIRED, AND MOVED ITS ADOPTION. MOTION FOR ADOPTION OF RESOLUTION NO. 3204 WAS SECONDED BY KAREN NIEUWBEERTA. THOSE VOTING IN FAVOR OF MOTION: NATHAN SCHMIDT, KAREN NIEUWBEERTA, BRYCE CURTISS, TODD HAY AND MARVIN GARBE. THOSE VOTING AGAINST MOTION: NONE. RESOLUTION PASSED 5-0.

7(C) DEPOSITORIES FOR 2014.

It was moved by Curtiss, seconded by Nieuwbeerta 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  
Morgan Stanley  
Multi-Bank Securities, Inc.

7(D) WIRE TRANSFER OF FUNDS.

BRYCE CURTISS OFFERED RESOLUTION NO. 3205, A RESOLUTION AUTHORIZING WIRE TRANSFER OF FUNDS, AND MOVED ITS ADOPTION. MOTION FOR ADOPTION OF RESOLUTION NO. 3205 WAS SECONDED BY TODD HAY. THOSE VOTING IN FAVOR OF MOTION: BRYCE CURTISS, TODD HAY, KAREN NIEUWBEERTA, NATHAN SCHMIDT AND MARVIN GARBE. THOSE VOTING AGAINST MOTION: NONE. RESOLUTION PASSED 5-0.

7(E) ACTING MAYOR /2014.

KAREN NIEUWBEERTA OFFERED RESOLUTION NO. 3206, A RESOLUTION PROVIDING FOR AN ACTING MAYOR (BRYCE CURTISS), AND MOVED ITS ADOPTION. MOTION FOR ADOPTION OF RESOLUTION NO. 3206 WAS SECONDED BY TODD HAY. THOSE VOTING IN FAVOR OF MOTION: KAREN NIEUWBEERTA, TODD HAY, NATHAN SCHMIDT, BRYCE CURTISS AND MARVIN GARBE. THOSE VOTING AGAINST MOTION: NONE. RESOLUTION PASSED 5-0.

7(F) ACTING CITY ATTORNEY/2014.

TODD HAY OFFERED RESOLUTION NO. 3207, 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. 3207 WAS SECONDED BY BRYCE CURTISS. THOSE VOTING IN FAVOR OF MOTION: TODD HAY, BRYCE CURTISS, NATHAN SCHMIDT, KAREN NIEUWBEERTA AND MARVIN GARBE. THOSE VOTING AGAINST MOTION: NONE. RESOLUTION PASSED 5-0.

7(G) APPOINTMENT OF LICENSE INSPECTOR FOR 2014.

It was moved by Schmidt, seconded by Hay and unanimously passed to appoint the police chief as license inspector for 2014.

7(H) APPOINTMENT OF HEALTH INSPECTOR FOR 2014.

It was moved by Curtiss, seconded by Hay and unanimously passed to appoint Dr. Tom Birkey as health inspector for 2014.

7(I) OFFICIAL NEWSPAPER DESIGNATION/2014.

It was moved by Schmidt, seconded by Hay and unanimously passed to designate the Montevideo American-News as the city's official newspaper for 2014.

7(J) HUMAN RIGHTS OFFICER/ALTERNATES FOR 2014.

It was moved by Curtiss, seconded by Nieuwbeerta 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 2014.

It was moved by Curtiss, seconded by Schmidt and unanimously passed to appoint Stacey L. Lee as administrative hearing officer for 2014, at the rate of \$125.00/hour, including windshield time to/from Montevideo (same rate as 2013.)

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7(L) CONSIDERED PREVIOUSLY.

7(M) CONSIDERED PREVIOUSLY.

7(N) PICKUP QUOTES - PUBLIC WORKS DEPARTMENT.

Quotes were received from local dealers, as well as quotes off of the state contract for the purchase of a new or used pickup for use in the public works department. After reviewing the quotes, it was determined by staff that the purchase of a 2014 Dodge from Adams Motors was the overall most responsive bid, at the lowest cost.

It was moved by Schmidt, seconded by Hay and unanimously passed to purchase a 2014 1500 Tradesmen from Adams Motors, at a base price of \$22,255.

7(O) INTENT TO BOND - 2014 PROJECTS.

It was moved by Nieuwbeerta, seconded by Hay and unanimously passed to approve a Declaration of Official Intent to bond for the 2014 Street/Utility Improvements.

7(P) \$30,000 FIRE RELIEF ASSOCIATION DONATION.

The Montevideo Fire Relief Association has donated \$30,000 from their gambling funds to be used for youth activities (\$6,000) and for costs associated with the new fire hall project (\$24,000).

TODD HAY OFFERED RESOLUTION NO. 3208, A RESOLUTION ACCEPTING GIFT, AND MOVED ITS ADOPTION. MOTION FOR ADOPTION OF RESOLUTION NO. 3208 WAS SECONDED BY BRYCE CURTISS. THOSE VOTING IN FAVOR OF MOTION: TODD HAY, BRYCE CURTISS, KAREN NIEUWBEERTA, NATHAN SCHMIDT AND MARVIN GARBE. THOSE VOTING AGAINST MOTION: NONE. RESOLUTION PASSED 5-0.

7(Q) ADDITIONAL CONSTRUCTION PROJECTS - 2014.

As a part of its meeting on December 2, 2013, the council directed the city engineer to prepare a report addressing additional street improvement projects for 2014, including:

- Pave certain alleys to reduce gravel runoff onto bituminous streets and into storm sewers;
- Additional bituminous in Smith Park; and,
- Additional bituminous in Sunset Memorial Cemetery.

The report reviewed the costs associated with each project, as follows:

**Project 3 - Alley Entrances (\$17,000 for all):**

- 3A - Park Avenue (between 5<sup>th</sup> & 6<sup>th</sup> Street) - \$4,500
- 3B - Merriam Avenue (between 3<sup>rd</sup> & 5<sup>th</sup> Streets) - \$3,500
- 3C - Canyon Avenue (between 5<sup>th</sup> & 6<sup>th</sup> Street ) - \$4,500
- 3D - Park Avenue (between 9<sup>th</sup> & 10<sup>th</sup> Street) - \$4,500

**Project 4 - Smith Park Access Roads (\$80,500 for both)**

- 4A - Competing the loop around the community-built playground - \$42,000
- 4B - South entrance off of Parkway Drive - \$38,500

**Project 5 - Sunset Memorial Cemetery Roads (\$67,000 for both)**

- 5A - South access road (new area) - \$38,000
- 5B - North access road (repaving) - \$29,000

**Project 6 - County Road 41 Driveway Ends (\$11,000)**

Following discussion, it was moved by Curtiss, seconded by Hay and unanimously passed to proceed with Projects 3A-3D and 5B; to delay Project 4; and, to table Project 6 until spring.

7(R) BOARDS/COMMISSIONS APPOINTMENTS.

It was moved by Curtiss, seconded by Schmidt and unanimously passed to make/ratify the following appointments:

(I) = Incumbent

**Board of Health**

1-year term to December 31, 2014

Dr. Thomas Birkey (I)  
Adam Christopher (I)  
Steve Jones (I)

**Planning Commission**

3-year term to January 2016

Nathan Schmidt (I)  
Todd Hay (I)  
Gage Halvorson (I)

**Police Civil Service Commission**

3-year term to January 2017

Steve Beals (I)

**Traffic Safety Improvement Committee**

1-year terms to December 31, 2014

Marv Dehne (I)  
Stacy Tufto (I)  
Jim Curtiss (I)  
Lyle Henning (I)

**Park Board**

5-year term to January 2019

Mark Hein (I)

**Cable Advisory Board**

3-year term to December 31, 2016

Jim Curtiss (I)  
Debra Lee Fader (I)

**Housing Commission**

3-year term to December 31, 2016

Dave Hendrickson (I)  
Laura Milbrandt-Oellien (I)  
Jan Sanow (I)

**Convention & Visitor's Bureau**

Fulfills a 1-year term to December 31, 2014

Laura Mahlum

**Building & Housing Advisory Appeals Board**

3-year term to December 31, 2016

Mark Peters (I)

**Montevideo United Way**

3-year term to March 2016

Laura Mahlum (I)

**County Library Board**  
3-year term to December 31, 2016

Marvin Garbe (I)

**VA Home Subcommittee**

Marvin Garbe (I)  
Jim Curtiss  
Steve Jones (staff)  
Angela Steinbach (staff)  
Dennis Anderson (county)  
Tim Kolhei (county VSO)  
Mayor Debra Lee Fader

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

It was moved by Curtiss, seconded by Hay and unanimously passed to appoint Nathan Schmidt to the Hospital Commission, term expiring 12/31/16.

It was moved by Curtiss, seconded by Nieuwbeerta and unanimously passed to reappoint Nathan Schmidt to the MCDC, term expiring 12/31/15.

It was moved by Schmidt, seconded by Curtiss and unanimously passed to reappoint Karen Nieuwbeerta and Todd Hay to the Joint City/County Airport Zoning Board, term expiring 12/31/14.

It was moved by Schmidt, seconded by Curtiss and unanimously passed to reappoint Debra Lee Fader to the County Elected Officials Committee, term expiring 12/31/14.

7(T) MAYORAL EDA APPOINTMENT.

It was moved by Hay, seconded by Curtiss and unanimously passed to ratify the mayoral appointment of Kathy Thalberg to the Montevideo Economic Development Authority (EDA), term expiring December 31, 2019.

8. Ordinances.

- None.



9. Discussion and Miscellaneous.

9(A) UPDATE - FIRE HALL PROJECT.

City Manager Jones provided an update on the fire hall project, including the following items:

- ▶ Brick/block selection
- ▶ Compressor sizes
- ▶ Roof line of tower
- ▶ Lighting

Following discussion, it was the consensus of the council to approve the design of a gable roof, and refer the decision of an open vs. closed tower to the fire department.

Jones also noted that the original timeline has shown project approval/solicitation of bids in January. This timeline needs to be adjusted due to the land acquisition issue. Once that issue is finalized, a new timeline will be presented.

- ▶ Council member Schmidt thanked the fire department for its service to the community this past week, noting that it had been a particularly busy week for the department.

Meeting adjourned at 8:12 P.M.

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Glennis A. Lauritsen, Secretary

Approved by council January 21, 2014:

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Marvin E. Garbe - President