

Kristi Fernholz, UMVRDC, was on hand to further discuss the project and to address questions raised. Fernholz explained that this is would be an 80% grant with 20% covered by local donations. The application is due December 12th. The mural would be painted on the face/front of the steps only, and local students will be asked for additional design ideas.

It was moved by Curtiss, seconded by Schmidt and unanimously passed to approve proceeding with the grant application.

7(B) 2018 AUDIT TERMS/FEES.

Nancy Aageson, Dana F. Cole & Company, LLP, was on hand to discuss terms/fees for the 2018 Audit. An Engagement Letter was prepared which reflected their fee of \$26,200.00, a 2.1% increase over 2017.

It was moved by Hay, seconded by Hodge and unanimously passed to approve the audit terms/fees, as presented.

7(C) MULTI-BANK SECURITIES RESOLUTION.

Multi-Bank Securities requires a Corporate Authorization Resolution designating authorized signators for the city's account. The resolution on file is outdated. The updated resolution would authorize Steve Jones, Glennis Lauritsen and Dianne Anderson as signators. Two signatures are required on all checks written by the city.

BRYCE CURTISS OFFERED RESOLUTION NO. 3544, A RESOLUTION AUTHORIZING RESOLUTION WITH MULTI-BANK SECURITIES, INC., AND MOVED ITS ADOPTION. MOTION FOR ADOPTION OF RESOLUTION NO. 3544 WAS SECONDED BY NATHAN SCHMIDT. THOSE VOTING IN FAVOR OF MOTION: BRYCE CURTISS, NATHAN SCHMIDT, SANDRA HODGE, TODD HAY AND MARVIN GARBE. THOSE VOTING AGAINST MOTION: NONE. RESOLUTION PASSED 5-0.

7(D) 4M FUND MEMBERSHIP.

The 4M Fund (through the League of Minnesota Cities) requires a membership authorization resolution designating authorized signatures for the city's accounts. The

resolution on file is outdated. The updated resolution would authorize Steve Jones, Glennis Lauritsen and Dianne Anderson as signatures. Two signatures are required on all checks written by the city.

SANDRA HODGE OFFERED RESOLUTION NO. 3545, A RESOLUTION AUTHORIZING RESOLUTION WITH THE 4M FUND, AND MOVED ITS ADOPTION. MOTION FOR ADOPTION OF RESOLUTION NO. 3545 WAS SECONDED BY TODD HAY. THOSE VOTING IN FAVOR OF MOTION: SANDRA HODGE, TODD HAY, NATHAN SCHMIDT, BRYCE CURTISS AND MARVIN GARBE. THOSE VOTING AGAINST MOTION: NONE. RESOLUTION PASSED 5-0.

7(E) OPTION AGREEMENT - VETERANS HOME.

The City of Montevideo owns the land proposed to be used for the Montevideo Veterans Home. The State of Minnesota will own the facility. The state has requested an option on the land in order to construct the home and, therefore, an Option Agreement was prepared for that purpose.

TODD HAY OFFERED RESOLUTION NO. 3546, A RESOLUTION AUTHORIZING OPTION AGREEMENT, AND MOVED ITS ADOPTION. MOTION FOR ADOPTION OF RESOLUTION NO. 3546 WAS SECONDED BY BRYCE CURTISS. THOSE VOTING IN FAVOR OF MOTION: TODD HAY, BRYCE CURTISS, NATHAN SCHMIDT, SANDRA HODGE AND MARVIN GARBE. THOSE VOTING AGAINST MOTION: NONE. RESOLUTION PASSED 5-0.

7(F) CHARTER CABLE FRANCHISE ASSIGNMENT.

In response to a request by Charter Communications to assign their cable franchise, the city consulted with its cable attorney, Brian Grogan of Moss & Barnett, to review the matter. Grogan provided an analysis and drafted a proposed resolution for this purpose.

TODD HAY OFFERED RESOLUTION NO. 3547, A RESOLUTION APPROVING THE ASSIGNMENT OF THE CHARTER CABLE FRANCHISE TO SPECTRUM MID-AMERICA, LLC, AND MOVED ITS ADOPTION. MOTION FOR ADOPTION OF RESOLUTION NO. 3547 WAS SECONDED BY SANDRA HODGE. THOSE VOTING IN FAVOR OF MOTION: TODD HAY, SANDRA HODGE, BRYCE

CURTISS, NATHAN SCHMIDT AND MARVIN GARBE. THOSE VOTING AGAINST MOTION: NONE. RESOLUTION PASSED 5-0.

7(G) FCC RULEMAKING - CABLE OPERATIONS.

The FCC is considering action that could impact fees or other in-kind contributions being paid to the city for its cable franchise. Brian Grogan, the city's cable franchise attorney, drafted a memorandum outlining the issues associated and has asked whether the city wants to join other cities in drafting comments opposing these rules changes. Very preliminary estimates could put the lost revenue at as much as 20% of the total franchise fees received by the city. Reply comments are due on or before November 14, 2018. Grogan's fee for this service is \$750.00 based on Montevideo's population.

It was moved by Hay, seconded by Schmidt and unanimously passed to participate in opposing the proposed rule changes, with the \$750.00 fee coming from the cable fund.

7(H) PAY SCALE - PROMOTED POLICE RECORDS CLERK POSITION.

It was explained that Amanda Bartunek is presently a part-time Police Records Clerk. The full-time police records clerk has resigned, and the vacancy was posted internally. Bartunek possesses all of the necessary certifications and training for this position, has worked over four (4) years for the city part-time and has 20 years overall experience in law enforcement clerical positions. Therefore, staff has requested approval to start Bartunek at Step D of the city's payscale and approval to bank 20 hours sick leave and 20 hours vacation leave after 30 days of full-time employment. Bartunek has been offered the position, contingent upon city approval of wages/benefits.

It was moved by Schmidt, seconded by Hodge and unanimously passed to approve the requested starting pay and sick leave/vacation leave benefits, as recommended by staff.

7(I) PERA POLICE/FIRE FUND - TROY BRUER.

SANDRA HODGE OFFERED RESOLUTION NO. 3548, A RESOLUTION PROVIDING FOR ELIGIBILITY INTO PUBLIC EMPLOYEES RETIREMENT ASSOCIATION (PERA) POLICE & FIRE FUND FOR PART-TIME POLICE OFFICER TROY BRUER, AND MOVED ITS ADOPTION. MOTION FOR ADOPTION OF RESOLUTION NO. 3548 WAS SECONDED BY TODD HAY.

THOSE VOTING IN FAVOR OF MOTION: SANDRA HODGE, TODD HAY, NATHAN SCHMIDT, BRYCE CURTISS AND MARVIN GARBE. THOSE VOTING AGAINST MOTION: NONE. RESOLUTION PASSED 5-0.

7(J) EMPLOYEE SAFETY TRAINING CONTRACT.

It was moved by Schmidt, seconded by Curtiss and unanimously passed to approve the contract with Safe Assure Consultants, Inc., to provide the 2019 Employee Safety Program at a cost of \$6,506.66.

7(K) CANVASSING BOARD MEETING.

It was moved by Hodge, seconded by Hay and unanimously passed to set the Canvassing Board meeting for Tuesday, November 13, 2018, at 12:00 Noon to canvass the results of the 2018 General Election.

7(L) ACCEPTANCE OF GIFTS (VA DONATIONS).

The following gifts have been received by the city:

| <u>VA HOME DONATIONS/PLEDGES:</u> | <u>Amount/Value</u> |
|---|----------------------------|
| Cindy Fjermestad | \$ 100.00 |
| Farmers Union Oil Co. | 15,000.00 |
| Rodney & Joan Johnson | 100.00 |
| In Memory of Ingmar Molde (WWII Navy Veteran) | 100.00 |
| Swift County | 50,000.00 |
| Montevideo Industrial Development Corporation | 175,000.00 |
| Minnesota Community Foundation | 100,000.00 |
| Co-Op Credit Union | 25,000.00 |
| KleinBank/Old National Bancorp | 35,000.00 |
| Ice Castle Classic Fishing Contest | 2,000.00 |
| American Surplus & Manufacturing, Inc. | 5,000.00 |
| Wood Lake Legion Post #556 | 250.00 |
| Joshua Beninga | 100.00 |
| | <hr/> |
| | \$ 407,650.00 |

SANDRA HODGE OFFERED RESOLUTION NO. 3549, A RESOLUTION ACCEPTING GIFTS/GRANTS, AND MOVED ITS ADOPTION. MOTION FOR ADOPTION OF RESOLUTION NO. 3549 WAS SECONDED BY BRYCE CURTISS. THOSE VOTING IN FAVOR OF MOTION: SANDRA HODGE, BRYCE CURTISS, TODD HAY, NATHAN SCHMIDT AND MARVIN GARBE. THOSE VOTING AGAINST MOTION: NONE. RESOLUTION PASSED 5-0.

7(M) KLEINBANK ESCROW ACCOUNT.

In order to hold donations associated with the construction of a new veterans home in Montevideo, it is necessary to establish an escrow account. The funds would be held until the city's application for a veterans home is approved by the federal government. Staff recommended establishing an account at KleinBank, which would be jointly owned by the City of Montevideo and the State of Minnesota, but under the I.D. of the city. The funds would earn 1.9%.

It was moved by Hay, seconded by Schmidt and unanimously passed to establish the escrow account at KleinBank, as recommended.

8. Ordinances.

- None.

9. Discussion and Miscellaneous.

9(A) CARNEGIE LIBRARY.

Council had previously discussed the future of the Carnegie Library building during a 2019 Budget Worksession. In 2014, a historic building assessment was conducted by Hay/Dobbs Architectural firm, which included three phases: Phase I - Asset Preservation; Phase II - Accessibility; and, Phase III - Restoration - at a complete project cost of \$904,388. No major improvements have been made to the building since that time, and the building is deteriorating. The question posed to the council was whether the city should continue to find avenues to rebuild the facility, or whether the building should be sold or even demolished. It was the consensus at that time that staff continue to research the issue.

Assistant City Manager Angie Steinbach referred to information included with the council agenda item which discussed options, restrictions related to sale/demolition (due to the building being listed on the Historic Register), local zoning regulations, etc. It was noted that prior to officially deciding on how to proceed forward, the council may choose to hold a public hearing to inform the public on the current status of the building, the costs to fix the building (as presented in the building assessment), and the current building income/expenses in order to gain public input. There is no requirement to do this, but a public hearing would allow for public comment to be heard and considered. It was the consensus of the council that a public hearing would be beneficial, but not scheduled until after the 1st of the year.

- ▶ Assistant City Attorney David Gilbertson stated that Jan Nelson was not able to attend tonight's meeting, but that she was still working on the mediation issue as directed by the council at the October 29th Special Meeting.
- ▶ City Engineer Amborn commented on the recent notification by the state of the city being awarded a \$1,000,000 grant to do work on 1st Street West. While this is exciting news, it complicates the proposed improvement schedules for 2019 and 2020 and some "shuffling" of projects may be necessary. Staff will sort through projects, look at the financing options and present updated information back to the council at the November 17th meeting.
- ▶ City Manager Jones commented on the airport taxilane project, noting that it was likely the first lift will be placed on Wednesday, this will meet specifications and make it usable. Then, the project would sit over the winter and the final lift would be placed next year.
- ▶ Engineer Amborn noted that the 2018 Street Improvement and 2018 Sidewalk Projects were nearly complete, with only some concrete work remaining on the sidewalks.
- ▶ Mayor Fader reported on a recent meeting she had attended at the Upper MN Valley Regional Development Commission (UMVRDC), where information was presented on the LYFT Program. This program focuses on students learning a vocation in a two-year program vs. a 4-year college degree, with the hope that young people would stay in the area and be employed in a more timely fashion. Council President Garbe reiterated the importance of keeping young people in the community, and a trade program may provide that opportunity.

- ▶ Council member Hay reminded the public that tomorrow is election day. He encouraged everyone to get out and vote - it is a privilege and a responsibility.
- ▶ Council President Garbe stated that the council had received information as requested from both the City Manager and Assistant City Manager regarding succession planning. He asked council members if they would be agreeable to meeting prior to the regular council meeting on the 19th for further discussion. Garbe will talk with the city attorney and city manager to coordinate the scheduling of a special meeting, if necessary.
- ▶ Council President Garbe stated that two veterans programs will be held on Friday, November 9th - one at 9:00 A.M. at the Middle School and another at 11:00 A.M. at the Senior High School. Garbe encouraged everyone to attend.

Meeting adjourned at 7:45 P.M.

Jan Flaherty, Acting Secretary

Approved by council on November 19, 2018:

Marvin E. Garbe, President