

CITY OF MONTEVIDEO
CITY COUNCIL PROCEEDINGS
January 19, 2021

The city council met in regular session Tuesday, January 19, 2021 in the council chambers at city hall. Due to the COVID-19 pandemic, the meeting was not open to the public but rather, was held via ZOOM (Meeting I.D. #96545590008). Council President Schmidt called the meeting to order at 7:00 P.M. with the Pledge of Allegiance.

Council members present in the council chambers: Nathan Schmidt. Council members present via ZOOM: Dan Sanborn, Bryce Curtiss, Steve Sulflow and Beverly Olson. Absent: None. Mayor Erich Winter also present via ZOOM.

Staff present in the council chambers: City Manager Robert Wolfington, Community Development Director Alek Schulz and City Clerk Glennis Lauritsen. Staff present via ZOOM: City Attorney Janice Nelson.

It was moved by Sanborn, seconded by Sulflow and unanimously passed by roll call vote to approve the agenda, with the following modifications:

MODIFY: 5A) **CONSIDER APPROVAL OF VERIFIED CLAIMS FOR THE PERIOD ENDING JANUARY 15, 2021 IN THE AMOUNT OF ~~\$57,413.45~~ \$62,209.37.**

FIRE

K M Fire Pump Specialists - Pump Test 5 Trucks	\$ 1,625.00
UL, LLC - Annual Aerial Inspection - Tower 12	1,545.00

UTILITY

MN Department of Natural Resources - 2020 Water Usage Fees	1,625.92
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ADD: 5B) **CONSIDER APPLICATION FROM CHIPPEWA COUNTY FAIR ASSOCIATION FOR AN EXEMPTION FROM LAWFUL GAMBLING LICENSE REQUIREMENTS TO ALLOW RAFFLE ACTIVITY AT THE AMERICAN LEGION ON MARCH 27, 2021.**

MODIFY: 7A) **CONSIDER APPROVAL OF TWO AGREEMENTS WITH JOSE MARTINEZ FOR THE VOLUNTARY REASSESSMENT OF 2016 STREET IMPROVEMENTS AND 2016 SIDEWALK IMPROVEMENTS AGAINST PARCEL #70-165-0545 (303 PARK AVENUE).**

Revised first page of both agreements to correct the narrative portion of the interest rate in Item 2. Correct rate is 2.7%.

ADD: 7C) **CONSIDER APPROVAL OF CHANGE ORDER NO. 8 FOR THE PUBLIC WORKS FACILITY PROJECT RELATED TO THE ADDITION OF WINDOW BLINDS.**

It was moved by Curtiss, seconded by Sanborn and unanimously passed by roll call vote to approve the minutes of the Regular Meeting of January 11, 2021, as presented.

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

- None.

5. Consent Agenda.

It was moved by Sulflow, seconded by Sanborn and unanimously passed by roll call vote to approve the following consent agenda items:

5(A) VERIFIED CLAIMS FOR THE PERIOD ENDING JANUARY 15, 2021 IN THE (MODIFIED) AMOUNT OF \$62,209.37.

5(B) APPLICATION FROM CHIPPEWA COUNTY FAIR ASSOCIATION FOR AN EXEMPTION FROM LAWFUL GAMBLING LICENSE REQUIREMENTS TO ALLOW RAFFLE ACTIVITY AT THE AMERICAN LEGION, 613 LEGION DRIVE, ON MARCH 27, 2021.

6. Public Hearings.

- None.

7. General Business.

7(A) VOLUNTARY ASSESSMENT AGREEMENTS - 303 PARK AVENUE.

The property at 303 Park Avenue (PID #70-165-0545) was previously tax forfeited and was sold in 2020 to Jose Martinez. This property was provided with 2016 Street Improvements and 2016 Sidewalk Improvements for which there are remaining assessments. In accordance with the city's current assessment policy regarding tax forfeited property, the assessments would be spread over a period of 11 years at an interest rate of 2.7% for both projects.

Mr. Martinez has executed two voluntary assessment agreements indicating the desire to have the amounts reassessed and agreeing to the waiving of any notice or right to a hearing otherwise provided by law. The amount to be reassessed against the property for the 2016 Sidewalk

Improvement Project is \$934.30 and the amount to be reassessed against the property for the 2016 Street Improvement Project is \$271.25.

It was moved by Sanborn, seconded by Curtiss and unanimously passed by roll call vote to approve the Agreement for Voluntary Assessment with Jose Martinez for the reassessment of 2016 Street Improvements against PID #70-165-0545, as presented.

It was moved by Curtiss, seconded by Sulflow and unanimously passed by roll call vote to approve the Agreement for Voluntary Assessment with Jose Martinez for the reassessment of 2016 Sidewalk Improvements against PID #70-165-0545, as presented.

7(B) COMPUTER DEVICES/EMAIL ACCOUNTS FOR COUNCIL & MAYOR.

As a part of the January 11, 2021 meeting, staff was directed to prepare a proposal for the purchase of computer devices that would provide secure access to council materials and meetings, as well as information relative to segregating personal email and council email. In consultation with the city's IT specialist Lyle Pringnitz, he recommended a ChromeBook for this purpose. If council agrees, it was suggested that one ChromeBook be purchased and have a council member use it to see if it meets the needs. If so, additional devices could be purchased. Pringnitz would also help with creating secure email addresses for the mayor and council. Council members expressed interest in including protective cases for the devices as well.

It was moved by Olson, seconded by Sanborn and unanimously passed by roll call vote to authorize staff to purchase a ChromeBook for trial by a council member prior to moving forward with additional purchases.

7(C) CHANGE ORDER 8 - PUBLIC WORKS FACILITY.

Change Order No. 8 in the amount of \$2,648.36 was presented for the Public Works Facility Project. The cost is for providing and installing louver blinds. Funds would be drawn from the contingency, resulting in no change to the contract amount.

Council directed staff to encourage RJM to use a local vendor for this project, if possible.

It was moved by Sanborn, seconded by Sulflow and unanimously passed by roll call vote to approve Change Order No. 8, as presented.

8. Ordinances.

- None.

9. Discussion and Miscellaneous.

- ▶ Community Development Director Schulz stated that he is working with the county on a Business Facade Grant Program. This is another COVID-19 related program. Applications will go out in March and be due in April.
- ▶ President Schmidt noted that a few vacancies remain on the city's boards/commissions, including park board, cable advisory board and the planning commission. City Clerk Lauritsen said that an ad was placed in the local newspaper and radio station to encourage citizens to apply.

Meeting adjourned at 7:21 P.M.

Glennis A. Lauritsen, Secretary

Approved by council February 1, 2021:

President - City Council