

CITY OF MONTEVIDEO  
CITY COUNCIL PROCEEDINGS  
May 17, 2021

The city council met in regular session Monday, May 17, 2021 in the council chambers at city hall. Due to the COVID-19 pandemic, the meeting was held both in person and via ZOOM (Meeting I.D. #95179297880); however, number of persons allowed in the council chambers at one time was limited. Acting President Curtiss called the meeting to order at 7:00 P.M. with the Pledge of Allegiance.

Council members present in the council chambers: Steve Sulflow, Beverly Olson, Dan Sanborn and Bryce Curtiss. Absent: Nathan Schmidt. Mayor Erich Winter present.

Staff present in the council chambers: City Manager Robert Wolfington, City Attorney Janice Nelson, City Engineer Mike Amborn and City Clerk Glennis Lauritsen.

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

**MODIFY: 5A) CONSIDER APPROVAL OF VERIFIED CLAIMS FOR THE PERIOD ENDING MAY 14, 2021 IN THE AMOUNT OF ~~\$295,967.24~~ \$358,370.19.**

LIQUOR

Bellboy Corporation - Inventory	\$ 2,134.25
Johnson Brothers Liquor Co. - Inventory	3,459.78
Locher Brothers, Inc. - Inventory	15,493.90
Phillips Wine & Spirits - Inventory	5,330.12
Southern Glazer's of MN - Inventory	6,999.32

MISCELLANEOUS

Montevideo Publishing - Ads, etc.	1,915.53
Lyle Pringnitz - IT Services	6,800.00

POLICE

Chippewa County Auditor/Treasurer - 2021 Dispatch Services	15,000.00
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UTILITY

Hawkins, Inc. - Aluminum Sulfate	5,270.05
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**ADD: 5B) CONSIDER AUTHORIZATION FOR USE OF CITY PROPERTY (STREETS/SIDEWALKS/COMMUNITY CENTER PARKING LOT) FOR A COMMUNITY HUNGER WALK TUESDAY, JUNE 15, 2021.**

**ADD: 7H) CONSIDER REIMBURSING DEVELOPER FOR WATERMAIN EXTENSION COSTS FOR THUNDERHAWK APARTMENTS.**

**ADD: 7I) CONSIDER AUTHORIZING THE SOLICITATION OF BIDS FOR A NEW FIRE DEPARTMENT PUMPER TRUCK.**

It was moved by Sanborn, seconded by Olson and unanimously passed to approve the minutes of the Regular Meeting of May 3, 2021, as presented.

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

- None.

5. Consent Agenda.

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

5(A) VERIFIED CLAIMS FOR THE PERIOD ENDING MAY 14, 2021 IN THE (MODIFIED) AMOUNT OF \$358,370.19.

5(B) USE OF CITY PROPERTY (STREETS/SIDEWALKS/COMMUNITY CENTER PARKING LOT) FOR A COMMUNITY HUNGER WALK TUESDAY, JUNE 15, 2021, 6:00-8:00 P.M.

6. Public Hearings.

6(A) FINAL HEARING - 2021 IMPROVEMENT PROJECT.

Acting President Curtiss called the public hearing to order at 7:03 P.M. to consider the final assessments on the following:

Third Street, Black Oak Avenue to Ashmore Avenue

- Mill & Overlay \$13.50/LF

The entire public hearing was recorded and will be downloaded to a flash drive to be kept in accordance with the city's adopted record retention schedule, after which time the flash drive will be destroyed.

City Engineer Amborn briefly reviewed the handout prepared for the hearing, which discussed the city's assessment policy/maximum years to pay assessment, outlined the project specifics and addressed questions/concerns raised. For a project of this nature, the property owner's share of the project based upon front foot assessment is 25%. Corner lots are assessed at 80% of the actual footage.

There were no interested persons present or available via ZOOM to speak to this issue; therefore, Acting President Curtiss closed the public hearing at 7:05 P.M.

STEVE SULFLOW OFFERED RESOLUTION NO. 3717, A RESOLUTION ADOPTING ASSESSMENT, AND MOVED ITS ADOPTION. MOTION FOR RESOLUTION NO. 3717 WAS SECONDED BY BEVERLY OLSON. THOSE VOTING IN FAVOR OF MOTION: STEVE SULFLOW, BEVERLY OLSON, DAN SANBORN AND BRYCE CURTISS. THOSE VOTING AGAINST MOTION: NONE. RESOLUTION PASSED 4-0.

7. General Business.

7(A) BID AWARD - 2021 IMPROVEMENT PROJECT.

Bids were received on Tuesday, April 13, 2021 for the proposed 2021 Improvement Project. A final public hearing was held and, by adoption of Resolution No. 3717, the council passed a resolution declaring costs to be assessed. Staff recommended approval of the low bid from Riley Brothers Construction, Morris, Minnesota, at the total base bid of \$281,086.00 and Alternate No. 1 bid of \$56,307.40, for a total bid of \$337,393.40.

It was moved by Sulflow, seconded by Olson and unanimously passed to award the bid to Riley Brothers, as recommended by staff, and authorize the mayor and city manager to execute necessary project documents.

7(B) PAVING AT PUBLIC WORKS FACILITY.

By previous action, the council approved the bid for the 2021 Improvement Project, which included an alternate bid for paving at the new public works facility. Because this alternate increases the scope of work for the additional paving, council approval is requested. The public works budget has \$80,000 for the alternate bid, which came in at

\$56,307.40. Therefore, staff would like to add to the scope of work and use the remaining budget.

It was moved by Sulflow, seconded by Sanborn and unanimously passed to approve the increased scope of work, as outlined.

7(C) BID AWARD - WATER METER PROJECT.

Bids were received on Monday, April 10<sup>th</sup>, on the Water Meter & Mobile AMR Project (new utility meters and meter reading equipment). Three (3) bids were received, with the low bid submitted by Ferguson Waterworks, Fargo, North Dakota for a Neptune meter system at \$462,240, annual maintenance over five years at \$13,775 and installation at \$180,495, for a total bid of \$656,510. Ferguson also includes its own staff to provide installation service and a proposed public outreach plan with materials that could be distributed. In their bid, they indicated they could start in July, with anticipated completion in September.

Ferguson representatives Ian Corban and Karen Olson were present to address questions raised.

Council member Olson noted that Ferguson's annual maintenance charge was considerably higher than the other two bids and asked what was included in that fee. Karen Olson explained that this includes a hosting fee for data, including storage, 24/7 security, upgrades, backup redundancy and support from Ferguson IT staff.

It was moved by Sanborn, seconded by Olson and unanimously passed to award the bid to Ferguson Waterworks, as outlined and recommended.

7(D) FEDERAL AIRPORT CORONA VIRUS RESPONSE GRANT.

Staff explained that the Montevideo-Chippewa County Airport is eligible to receive a \$9,000 Airport Corona Virus Response Grant (ACRGP). This is the second grant the airport will receive in COVID-19 assistance. The funds are limited in how they can be used, focusing on maintenance and operation expenses. As the airport sponsor, the city needs to approve the grant agreement.

It was moved by Sanborn, seconded by Sulflow and unanimously passed to authorize execution of the grant document.

7(E) MN/DOT AGREEMENT NO. 1046771 - COVID GRANT REIMBURSEMENT.

By the previous agenda item, the council had authorized execution of a Federal Airport Corona Virus Response Grant. In order to receive reimbursements under the grant program, a Mn/DOT Agency Agreement is necessary which allows Mn/DOT to act as the city's agent in accepting the federal aid and disbursing those funds to the city for expenses at the airport.

DAN SANBORN OFFERED RESOLUTION NO. 3718, A RESOLUTION TO AUTHORIZE EXECUTION OF MN/DOT GRANT AGREEMENT NO. 1046771 FOR FEDERAL AIRPORT EXPENSE REIMBURSEMENT, AND MOVED ITS ADOPTION. MOTION FOR ADOPTION OF RESOLUTION NO. 3718 WAS SECONDED BY BEVERLY OLSON. THOSE VOTING IN FAVOR OF MOTION: DAN SANBORN, BEVERLY OLSON, STEVE SULFLOW AND BRYCE CURTISS. THOSE VOTING AGAINST MOTION: NONE. RESOLUTION PASSED 4-0.

7(F) FIRE RELIEF ASSOCIATION BYLAWS AMENDMENT.

The Fire Relief Association requested ratification of its resolution increasing the yearly retirement benefit from \$2,900/year of service to \$3,150/year of service, effective June 1, 2021. The last increase was effective 1/1/19.

It was moved by Sulflow, seconded by Sanborn and unanimously passed to ratify the Relief Association resolution, as presented.

7(G) V.F.W. OUTDOOR EVENT PERMIT.

The V.F.W. requested a permit to allow an on-site, outdoor event on Saturday, June 19<sup>th</sup>. This is an internal/city permit which allows a (temporary) extension of their on-sale liquor license to include additional/adjacent area(s). They are hosting the annual Fiesta Days event that coincides with the Fire Department's annual raffle activity (previously approved by the council.) Such an accessory use requires a permit from the council. It was noted that all activity will take place on private property and outside music will be provided.

It was moved by Olson, seconded by Sanborn and unanimously passed to authorize the issuance of the permit, as presented.

7(H) WATERMAIN EXTENSION FOR THUNDERHAWK APARTMENTS.

Staff explained that an error was identified in the utility plans for the Thunderhawk Apartments development. The original survey showed an existing city watermain that went north from Sheridan Avenue within the existing right-of-way that could have been connected to for water service. Upon review of material presented by the developer, it was determined that watermain did not extend as was indicated in the original survey.

A resolution to the issue has been proposed which would include extending the line from the existing main on Sheridan and connecting it to the new service line at a cost of \$21,211.12. The developer has requested the city consider covering those costs due to the error in information provided during the survey. There are funds included in utility reserves to cover the costs associated. This would then be considered a city main and could be extended to the north and looped, dependent on future development.

It was moved by Sulflow, seconded by Olson and unanimously passed to approve reimbursing the developer for the cost of the utility main extension, at a cost of \$21,211.12.

7(I) NEW PUMPER TRUCK.

The fire department has requested authorization to solicit bids for a new full response pumper truck at an estimated cost of \$540,000. A new truck would be designed to be comparable to existing trucks within the department's existing fleet. Staff explained that the city generates funds for fire equipment through township fire service agreements. Currently, there is \$370,238 in the truck fund for 2021. In 2022, when a new truck would be complete, the fund will contain \$432,738. It is recommended that 2023 funds be used to go toward the final purchase of a truck.

Fire Chief Mitch Stueck was present to address questions. Stueck briefly discussed the purchase process involved and the plan to develop a more comprehensive replacement schedule for the fleet.

It was moved by Sanborn, seconded by Sulflow and unanimously passed to authorize the solicitation of bids for a new pumper truck for the fire department.

8.

Ordinances.

- None.

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9. Discussion and Miscellaneous.

- ▶ City Engineer Amborn briefly discussed the 2020 Improvement Project (1<sup>st</sup> Street West), noting that with the final lift put on last week, the project is mostly complete, with only a couple of minor items yet to be completed.
- ▶ City Manager Wolfington shared a thank-you note from the 2021 Daybreak Committee acknowledging assistance provided to them by the city.

Meeting adjourned at 7:34 P.M.

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Glennis A. Lauritsen, Secretary

Approved by council June 7, 2021:

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President - City Council