

CITY OF MONTEVIDEO  
CITY COUNCIL PROCEEDINGS  
July 6, 2021

The city council met in regular session Tuesday, July 6, 2021 in the council chambers at city hall. President Schmidt called the meeting to order at 7:00 P.M. with the Pledge of Allegiance.

Council members present: Nathan Schmidt, Bryce Curtiss, Steve Sulflow, Beverly Olson and Dan Sanborn. Absent: None. Mayor Erich Winter present (7:18 P.M.)

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

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

**MODIFY:**     **5A)     CONSIDER APPROVAL OF VERIFIED CLAIMS FOR THE PERIOD ENDING JULY 2, 2021 IN THE AMOUNT OF ~~\$414,729.94~~ \$948,350.40.**

LIQUOR

Madison Bottling Company - Inventory	\$	10,959.67
MN Department of Revenue - Sales Tax		21,860.00

LEGAL

Nelson Oyen Torvik - Legal Services	8,193.00
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MISCELLANEOUS

CEDA - Economic Development Services	7,044.33
Farmer's Union Oil Company - Motor Fuels	7,473.69
Fusion Cloud Services, LLC - Phone Bill	1,639.67
Old National Bank - Internal Account Transfers	375,000.00
SW/WC Service Co-Op - BC/BS August Health Insurance	71,348.00

PUBLIC WORKS

Tostenson, Inc. - Dumpster, Garbage, etc.	1,602.10
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SMALL CITIES GRANT

Prairie Five CAC, Inc. - Reimbursement Request #27	28,500.00
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**ADD:**     **5B)     CONSIDER APPLICATION SUBMITTED BY TALKING WATERS BREWING COMPANY FOR USE OF ADJACENT CITY-OWNED SIDEWALK AND THREE (3) PARKING SPACES ON SATURDAY, JULY 24, 2021, 1:00-10:00 P.M., IN CONJUNCTION WITH ITS 5<sup>TH</sup> YEAR BIRTHDAY PARTY EVENT.**

**ADD:**           7F)     **CONSIDER RESOLUTION TERMINATING COVID-19 EMERGENCY PERSONNEL PLANNING POLICY.**

**ADD:**           7G)     **CONSIDER AUTHORIZING THE SOLICITATION OF QUOTES FOR THE CHIPPEWA RIVER RIFFLE PROJECT.**

It was moved by Sanborn, seconded by Sulflow and unanimously passed to approve the minutes of the Regular Meeting of June 21, 2021, as presented.

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

- None.

5.                               Consent Agenda.

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

5(A) VERIFIED CLAIMS FOR THE PERIOD ENDING JULY 2, 2021 IN THE (MODIFIED) AMOUNT OF \$948,350.40.

5(B) USE OF CITY SIDEWALKS AND THREE (3) PARKING SPACES BY TALKING WATERS BREWING COMPANY, 205 SOUTH 1<sup>ST</sup> STREET, ON SATURDAY, JULY 24, 2021, 1:00-10:00 P.M., IN CONJUNCTION WITH THEIR 5<sup>TH</sup> YEAR BIRTHDAY CELEBRATION EVENT.

6.                               Public Hearings.

- None.

7.                               General Business.

7(A) FEASIBILITY STUDY REQUEST - EXTENSION OF ROADS/SERVICES.

Steven C. Jones/Public Development Group, LLC, submitted a formal request on behalf of Double D Development of Montevideo that the City of Montevideo undertake a study to ascertain the costs and feasibility of extending roads, water, sewer and storm sewer to two areas:

- ▶ Lincoln Avenue, 19<sup>th</sup> Street to 21<sup>st</sup> Street and
- ▶ 21<sup>st</sup> Street, Lincoln Avenue to Sheridan Avenue.

It was explained that Double D Development of Montevideo owns the former MTI property at 2002 Black Oak Avenue. The property is in the process of being split and re-zoned, from I1 Light Industrial District to B2 Highway Business District for the northern portion of the property and to R1 Residential for the green space to the south.

City Engineer Mike Amborn prepared a proposal for consideration, including:

- Preliminary Concept of Proposed Improvements;
- Estimate of Total Project Cost (construction/design engineering/construction administration);
- Estimated Assessment Rate on a per lineal foot basis; and,
- Conclusions & Recommendations

Estimated cost of the study is \$4,500. City Manager Wolfington stated that costs could be split between utility and street funds.

City Manager Wolfington noted that he had discussed possible project funding mechanisms with the city's bond consultants, Ehlers & Associates, which included tax increment financing; however, any and all funding options would need to be examined further.

It was moved by Sanborn, seconded by Curtiss and unanimously passed to authorize the city engineer to conduct the feasibility study, as requested.

#### 7(B) TIF DISTRICT 3-5 DECERTIFICATION.

The obligation associated with Tax Increment Financing District 3-5 (Post Office) has been paid in full with the June 2021 tax settlement. The District's required decertification date was originally December 31, 2025 but, because the obligation will be satisfied with taxes collected in 2021, the district can be decertified early. A resolution was presented for this purpose.

DAN SANBORN OFFERED RESOLUTION NO. 3723, A RESOLUTION APPROVING THE DECERTIFICATION OF TIF DISTRICT 3-5, AND MOVED ITS ADOPTION. MOTION FOR ADOPTION OF RESOLUTION NO. 3723 WAS SECONDED BY STEVE SULFLOW. THOSE VOTING IN FAVOR OF MOTION: DAN SANBORN, STEVE SULFLOW, BEVERLY OLSON, BRYCE CURTISS AND

NATHAN SCHMIDT. THOSE VOTING AGAINST MOTION: NONE.  
RESOLUTION PASSED 5-0.

7(C) MODIFICATION TO ACTING CITY MANAGER/CITY CLERK.

By Resolution No. 3701 dated January 11, 2021, Finance Director Jan Flaherty was appointed acting city clerk, in the absence of the incumbent. Due to Flaherty's recent retirement, a new resolution is needed to appoint another individual as acting city clerk for the remainder of Calendar Year 2021. A resolution was presented naming Finance Director Tami Schuelke-Sampson as that individual.

BRYCE CURTISS OFFERED RESOLUTION NO. 3724, A RESOLUTION PROVIDING FOR AN ACTING CITY MANAGER (GLENNIS LAURITSEN) AND ACTING CITY CLERK (TAMI SCHUELKE-SAMPSON) FOR THE REMAINDER OF 2021, AND MOVED ITS ADOPTION. MOTION FOR ADOPTION OF RESOLUTION NO. 3724 WAS SECONDED BY BEVERLY OLSON. THOSE VOTING IN FAVOR OF MOTION: BRYCE CURTISS, BEVERLY OLSON, STEVE SULFLOW, DAN SANBORN AND NATHAN SCHMIDT. THOSE VOTING AGAINST MOTION: NONE. RESOLUTION PASSED 5-0.

7(D) ACCEPTANCE OF GIFTS/GRANTS.

The following gifts/grants have been received:

<u>Name</u>	<u>Description</u>	<u>Amount/Value</u>
Lions Club of Montevideo Gambling Fund	Donation - Holiday Lights/Smith Park	\$ 3,000.00
VFW Post #380 Gambling Fund	Donation - Veterans Home Project (2 <sup>nd</sup> half pledged amount)	2,500.00
Upper Sioux Agency	Donation - (48) COVID-19 Home Tests	1,872.00
Merrill & Dianne Morlock	Donation - VA Home	25.00
Montevideo Fire Relief Gambling Fund	Donation - Youth Activities	6,000.00

STEVE SULFLOW OFFERED RESOLUTION NO. 3725, A RESOLUTION ACCEPTING GIFTS/GRANTS, AND MOVED ITS ADOPTION. MOTION FOR ADOPTION OF RESOLUTION NO. 3725 WAS SECONDED BY DAN SANBORN. THOSE VOTING IN FAVOR OF MOTION: STEVE SULFLOW, DAN SANBORN, BRYCE CURTISS, BEVERLY OLSON AND NATHAN SCHMIDT. THOSE VOTING AGAINST MOTION: NONE. RESOLUTION PASSED 5-0.

7(E) CLASS 5 GRAVEL QUOTES.

Quotes were solicited for the purchase of 1,500 ton of class 5 gravel, with three (3) quotes received. The low quote of \$5.50/ton was submitted by Ervin Construction of Maynard, Minnesota. The total purchase price would be approximately \$8,250 with costs paid from the public works department budget.

It was moved by Sulflow, seconded by Olson and unanimously passed to accept the quote of Ervin Construction in the amount of \$5.50/ton.

7(F) COVID-19 EMERGENCY PLANNING POLICY TERMINATION.

On March 20, 2020, Resolution No. 3648 was adopted to enact an emergency personnel planning policy in response to the COVID-19 Pandemic. The need for the emergency powers has now passed and, therefore, the powers granted to the city manager for the purpose of the public health emergency need to be terminated. A resolution was presented for this purpose.

BRYCE CURTISS OFFERED RESOLUTION NO. 3726, A RESOLUTION TERMINATING EMERGENCY PERSONNEL PLANNING POLICY, AND MOVED ITS ADOPTION. MOTION FOR ADOPTION OF RESOLUTION NO. 3726 WAS SECONDED BY DAN SANBORN. THOSE VOTING IN FAVOR OF MOTION: BRYCE CURTISS, DAN SANBORN, STEVE SULFLOW, BEVERLY OLSON AND NATHAN SCHMIDT. THOSE VOTING AGAINST MOTION: NONE. RESOLUTION PASSED 5-0.

7(G) CHIPPEWA RIVER RIFFLE PROJECT QUOTE AUTHORIZATION.

At its June 7, 2021 meeting, the council had accepted a Conservation Partners Legacy Grant through the Department of Natural Resources (DNR) for a riffle construction project on the Chippewa River to help with flowage. The city's contribution would be in-kind services/materials and administrative work from the city manager and public works director. In order to proceed with the project, staff requested authorization to seek qualified quotes.

It was moved by Sanborn, seconded by Olson and unanimously passed to authorize the solicitation of quotes for the Chippewa River Riffle Project, as requested by staff.

8. Ordinances.

8(A) ZONING AMENDMENT - FENCE HEIGHT.

At its June 21, 2021 meeting, the council had introduced Ordinance No. 962 to modify the height requirement before a building permit is required, from 6' to 7' to coincide with the threshold established in the Minnesota State Building Code.

IT WAS MOVED BY STEVE SULFLOW THAT ORDINANCE NO. 962, AN ORDINANCE AMENDING 11-13-7A OF THE MONTEVIDEO CITY CODE, FENCING PERMITS, BE ADOPTED. MOTION FOR ADOPTION OF ORDINANCE NO. 962 WAS SECONDED BY BEVERLY OLSON. THOSE VOTING IN FAVOR OF MOTION: STEVE SULFLOW, BEVERLY OLSON, BRYCE CURTISS, DAN SANBORN AND NATHAN SCHMIDT. THOSE VOTING AGAINST MOTION: NONE. ORDINANCE PASSED 5-0.

8(B) SERVICE DISCONNECTION AUTHORITY/METER REPLACEMENT.

At its June 21, 2021 meeting, the council had introduced Ordinance No. 963 to provide authority to disconnect water service as it would relate to the water meter replacement project.

IT WAS MOVED BY BRYCE CURTISS THAT ORDINANCE NO. 963, AN ORDINANCE, AN ORDINANCE AMENDING 8-4-35 OF THE MONTEVIDEO CITY CODE, METERS, BE ADOPTED. MOTION FOR ADOPTION OF ORDINANCE NO. 963 WAS SECONDED BY STEVE SULFLOW. THOSE VOTING IN FAVOR OF MOTION: BRYCE CURTISS, STEVE SULFLOW, DAN SANBORN, BEVERLY OLSON AND NATHAN SCHMIDT. THOSE VOTING AGAINST MOTION: NONE. RESOLUTION PASSED 5-0.

9. Discussion and Miscellaneous.

- ▶ City Engineer Amborn stated that paving should take place by the end of the week on the Third Street Project.
- ▶ Council member Sanborn asked whether trees could be removed in the area of the WWTP to open up the intersection. Staff will review.

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Meeting adjourned at 7:24 P.M.

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Glennis A. Lauritsen, Secretary

Approved by council July 19, 2021:

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President - City Council