

It was moved by Olson, seconded by Sulflow and unanimously passed to approve the minutes of the Regular Meeting of August 21, 2023, as presented.

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

- Geri Sanborn was present to address the council on a letter she had received from the City/CSO Officer regarding tall grass/weeds on property she owns at 1211 North 4th Street and resides at this address with Council Member Dan Sanborn. It was her opinion that the condition of the lawn at the time did not constitute a nuisance. Sanborn shared her plan to create a “managed natural landscape” on her property, as allowed by Chapter 62 of the omnibus state government finance bill that was signed into law on July 1, 2023. She distributed a map of the area which included a narrative of the plantings proposed.

Council member Sanborn expounded on the condition of this property, noting that the “weeds” cited in the letter referred to petunias and lilies that are planted along the north side of the fence. It was the Sanborns’ opinion that the condition of this property - and other properties within the community - did not necessarily warrant a letter of this nature. He added that he had received similar comments 3-5 times/week from other citizens about tall grass/weed letters they had received. Other council members stated they had also received similar complaints as Sanborn. Sanborn stated that he felt there are other, more important code violations that the CSO should be addressing, such as “hoop buildings,” the yert downtown, unlicensed vehicles, etc., noting that he had brought such violations to the city’s attention in the past but with no action taken. City Manager Wolfington stated that the council should refrain from addressing the performance of a city employee in a public forum without the employee being present. Wolfington also stated that the CSO follows the direction of the city manager in identifying nuisances within the community, with any/all action governed by the Montevideo City Code.

Sanborn then offered to conduct a 4-hour survey of the community to create a comprehensive list of City Code violations. City Manager Wolfington stated that he would be willing to accompany Sanborn, along with the CSO, in this effort.

4(A) EMPLOYEE SERVICE AWARD PRESENTATION.

Mayor Winter presented a Certificate of Appreciation to city employee Dan Moe for 15 years of service. Dan was hired September 1, 2008.

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 AUGUST 31, 2023 IN THE (MODIFIED) AMOUNT OF \$399,761.87.
- 5(B) APPLICATION FROM KATI BIRHANZL/MHS STUDENT COUNCIL FOR USE OF CITY STREETS FOR THE HOMECOMING PARADE ON FRIDAY, SEPTEMBER 29, 2023, BEGINNING AT 4:45 P.M.
- 5(C) APPLICATION FROM RENELLE ENEVOLDSEN/MONTEVIDEO SCHOOLS AGRICULTURAL TRAVEL GROUP FOR USE OF THE BIKE PATH AND CITY STREETS FOR A “FUN RUN” FUND RAISING EVENT ON SATURDAY, SEPTEMBER 30, 2023, 7:00-11:00 A.M.
- 5(D) APPLICATION SUBMITTED BY THE MONTEVIDEO AREA CHAMBER OF COMMERCE/CVB FOR AN EXEMPTION FROM LAWFUL GAMBLING LICENSE REQUIREMENTS TO ALLOW RAFFLE ACTIVITY AT THE MONTEVIDEO VFW POST #380 ON NOVEMBER 18, 2023, IN CONJUNCTION WITH THE MAYOR’S GALA EVENT.

6. Public Hearings.

- None.

7. General Business.

- 7(A) CITY NUISANCE ABATEMENT - 213 SOUTH 6TH STREET.

DAN SANBORN OFFERED RESOLUTION NO. 3878, A RESOLUTION AUTHORIZING THE CITY ABATE NUISANCE, AND MOVED ITS ADOPTION. MOTION FOR ADOPTION OF RESOLUTION NO. 3878 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(B) CITY NUISANCE ABATEMENT - 103 SOUTH 8TH STREET.

STEVE SULFLOW OFFERED RESOLUTION NO. 3879, A RESOLUTION AUTHORIZING THE CITY ABATE NUISANCE, AND MOVED ITS ADOPTION. MOTION FOR ADOPTION OF RESOLUTION NO. 3879 WAS SECONDED BY DAN SANBORN. THOSE VOTING IN FAVOR OF MOTION: STEVE SULFLOW, DAN SANBORN, BEVERLY OLSON AND BRYCE CURTISS. THOSE VOTING AGAINST MOTION: NONE. RESOLUTION PASSED 4-0.

7(C) APPEAL OF CHARGES FOR MOWING SERVICES - VANHEUVELN.

Council reviewed a written appeal submitted by Vince VanHeuveln, property owner of 315 Park Avenue contesting the charges for a (contracted) lawn mowing bill for services provided on June 11, 2023. Materials provided for the discussion included VanHeuveln's letter of appeal, City Code excerpts, notification letter to the property owner and photos of the long grass/weeds.

Following discussion, it was moved by Sanborn, seconded by Olson and unanimously passed to deny the appeal.

7(D) SCDG PROGRAM APPLICATION - MULTI-FAMILY REHAB PROJECTS.

Community Development Coordinator Jack Gottfried was present to discuss an opportunity to work with the Upper Minnesota Valley Regional Development Commission (UMVRDC) to secure a Small Cities Development Grant for multi-family rehabilitation projects. Maximum funds awarded would be \$600,000 for a single activity or \$1.4 Million for comprehensive projects. The maximum award per unit for multi-family rental is \$12,500 in SCDP funds, with an owner match of 30%. The UMVRDC would write the application for this grant.

Application fees are \$12,000, with Montevideo being eligible for the RDC's Local Assistance Fund of up to \$4,000, resulting in the total cost of an application to be \$8,000. Upon a successful grant, the RDC would do the general administration and field administration. The RDC plans to subcontract with the Southwest MN Housing Partnership to complete field administration and construction management.

It was moved by Sanborn, seconded by Olson and unanimously passed to approve a Contract for Professional Services with the UMVRDC for a 2023 Small Cities

Development Program and authorize the city manager to execute the associated Local Assistance Fund application.

7(E) QUOTES - 2023 BITUMINOUS PATCHING IMPROVEMENT PROJECT.

Quotes were received until 12:00 P.M. on Wednesday, August 30, 2023 for the 2023 Bituminous Patching Improvement Project. Two quotes were submitted, with the low quote received from Joe Riley Construction, Inc., Morris, MN, in the amount of \$24,720. The city engineer recommended accepting the quote.

It was moved by Sulflow, seconded by Sanborn and unanimously passed to accept the quote of Joe Riley Construction, Inc.

7(F) FAA GRANT AGREEMENT 3-27-0065-024-2023 (AIRPORT HANGAR).

Federal Offer/Grant Agreement No. 3-27-0065-024-2023 was presented for consideration. This is the second of two FAA Grants (one AIP grant; one AIG/BIL grant) for the project. The first FAA grant agreement was approved by the council on August 7th (\$129,217.50). The second grant is in the amount of \$225,000. There is a 90/10 split for the FAA/local match. Mn/DOT will cover 5% of the non-FAA expenses. Total local investment is \$11,708.25 for the total project. A project breakdown had been provided by Short Elliott Hendrickson and was reviewed by the council.

STEVE SULFLOW OFFERED RESOLUTION NO. 3880, A RESOLUTION APPROVING GRANT AUTHORIZATION (ROBERT WOLFINGTON AS AUTHORIZED OFFICIAL), AND MOVED ITS ADOPTION. MOTION FOR ADOPTION OF RESOLUTION NO. 3880 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.

DAN SANBORN OFFERED RESOLUTION NO. 3881, A RESOLUTION AUTHORIZING EXECUTION OF FAA GRANT AGREEMENT 3-27-0065-024-2023 FOR AIRPORT HANGAR EXPANSION IMPROVEMENT PROJECT, AND MOVED ITS ADOPTION. MOTION FOR ADOPTION OF RESOLUTION NO. 3881 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(G) XEROX OFFICE COPIER LEASE.

The city is nearing the end of a 51-month lease with The Document Company Xerox for the existing office copier. A proposal was submitted by Xerox for a new machine, using a pricing program that is less than the state bid price. Current lease charges are \$362.28/month, with varying print charges ranging from \$0.0047-\$0.0420, depending on amount of color used. The new proposal shows a monthly charge of \$254.28, with print charges ranging from \$0.0050-\$0.0450. The proposed lease includes maintenance and all components except for staples (similar to the existing lease). With no other local dealers available for this type of equipment (Xerox), staff recommended moving forward with the new lease.

It was moved by Olson, seconded by Sulflow and unanimously passed to authorize the copier lease with The Document Company Xerox, as presented.

7(H) QUOTES - COMMUNITY CENTER ROOF REPLACEMENT.

Quotes were solicited for the roof replacement at the Montevideo Community Center. Three (3) quotes were received, as follows:

• Buisse Roofing Systems, Marshall, MN	\$ 59,900
• Roof 1, Freeport, MN	
Ballasted System	86,536
Adhered System	104,911
• West Central Roofing, Willmar, MN	90,841.14

Community Center members and city staff recommended approval of the low quote submitted by Buisse Roofing in the amount of \$59,900.

Upon further review of the quotes, it was determined that the contributing factor in the large price differences in the quotes was due to different types of materials being quoted. Therefore, after discussion, it was the consensus of the council to table action so that staff (city manager and council member Sulflow) could work to obtain “apples-to-apples” quotes.

8. Ordinances.

- None.

9. Discussion and Miscellaneous.

9(A) 2024 BUDGET DISCUSSION.

In accordance with City Charter Section 7.06 - Passage Of The Budget - “The budget shall be the principal item of business at the first regular monthly meeting of the council in September...” Finance Director Jill Strand provided information on the proposed 2024 Budget and levy. The proposed budget for all funds has total revenues of \$14,589,058 and total expenditures of \$14,227,190. The levy for 2024 is proposed to increase by \$121,350, which is a 4% change. The levy will increase to \$3,099,500 and is incorporated into the revenue budgets for 2024.

Meeting adjourned at 8:03 P.M.

Glennis A. Lauritsen, Secretary

Approved by council September 18, 2023:

President - City Council