

CITY OF MONTEVIDEO
CITY COUNCIL PROCEEDINGS
December 4, 2023

The city council met in regular session Monday, December 4, 2023 in the council chambers at city hall. Council President Schmidt called the meeting to order at 7:00 P.M. with the Pledge of Allegiance.

Council members present: Bryce Curtiss, Steve Sulflow, Beverly Olson, Dan Sanborn and Nathan Schmidt. Absent: None. Mayor Erich Winter present.

Also present: City Manager Robert Wolfington, City Attorney Janice Nelson and City Clerk Glennis Lauritsen.

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

ADD: 4B) UPDATE - VETERANS MEMORIAL.

MODIFY: 5A) CONSIDER APPROVAL OF VERIFIED CLAIMS FOR THE PERIOD ENDING NOVEMBER 30, 2023 IN THE AMOUNT OF ~~\$1,351,385.03~~ \$1,417,937.36.

The revised list reflects the following additions:

LIQUOR

Bellboy Corporation - Inventory	\$ 2,518.03
Johnson Brothers Liquor Co. - Inventory	1,754.39
Phillips Wine & Spirits - Inventory	2,371.88

2023 BITUMINOUS PAVING

Joe Riley Construction, Inc. - Patching/Utility Dept.	22,116.16
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FIRE

Heiman Fire, Inc. - Truck repairs #843 & 846	3,842.41
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MISCELLANEOUS

Fusion Cloud Services - Phone bill	2,524.25
Prairie Five Rides - Annual fees (1/2) Capital Share (10%)	7,064.00

POLICE

Schweiters Ford - Repair/Power takeoff/2016 Ford Taurus 3,362.74

PUBLIC WORKS

Titan Machinery - Cutting edges, etc. 6,533.16

UTILITY

Albertson Masonry - Sidewalk replacements/curb box repairs 8,950.00

Milbank Winwater Works Co. - Valve/coupling/valve box 1,517.31

Nardini Fire Equipment - Hydro system-WWTP generator 3,998.00

MODIFY: 7F) CONSIDER AGREEMENT WITH BRENT POWERS FOR CLASS A WASTEWATER CERTIFIED CONSULTING SERVICES.

- (Draft) Agreement attached.

It was moved by Sanborn, seconded by Curtiss and unanimously passed to approve the minutes of the Regular Meeting of November 20, 2023, as presented.

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

4(A) NUISANCE ABATEMENTS.

By Resolutions 3902 and 3903, this date/time was provided as an opportunity for the property owners of 1012 North 6th Street (Kinman) and 1427 Benson Road (Kelm) to appear and be heard in regards to nuisance abatement matters.

No one was present.

4(B) VETERANS MEMORIAL UPDATE

Everett Bain, Co-Director and other representatives of the American Legion Riders were present to update the council on the Veterans Memorial. The memorial will be located at the southwest corner of the intersection of Highway 7 and 17th Street. Bain stated that they had looked at constructing the memorial at the VA Home but there were too many rules/regulations. He described the layout explaining there will be 3 flagpoles for the American flag, POW flag and State of Minnesota flag and that concrete will be stamped to look like pavers. Fund raising efforts have resulted in \$30,000 initially, with a goal to raise \$40,000-\$50,000. With the funds raised, monuments have been purchased for the

project. Maintenance and upkeep of the memorial will be handled internally, with no request to the city of additional help, with the exception of mowing the area. Bain invited council and mayor to become a member of the Veterans Area Memorial Project (VAMP) Committee. Councilman Sanborn offered to attend.

5. Consent Agenda.

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

5(A) VERIFIED CLAIMS FOR THE PERIOD ENDING NOVEMBER 30, 2023 IN THE (MODIFIED) AMOUNT OF \$1,417,937.36.

5(B) SALE OF SEIZED/SURPLUS ITEMS BY THE POLICE DEPARTMENT (2002 CHEVY S10, 2005 JEEP GRAND CHEROKEE, 2007 CHEVY EQUINOX, 2008 FORD EXPEDITION AND 2006 BUICK TERRAZA).

6. Public Hearings.

- None.

7. General Business.

7(A) 2024 BUDGET DISCUSSION & PUBLIC COMMENT.

At the September 18, 2023 council meeting, public comment and discussion of the 2024 budget and levy was scheduled for this date. Materials presented and reviewed included a proposed resolution adopting the 2024 Budget, a General Fund expenditure comparison, a proposed resolution establishing the 2024 tax levy and a levy comparison information - 2023 vs. proposed 2024.

There were no members of the public present to address the council on this matter.

No action necessary.

7(B) 2024 BUDGET ADOPTION.

A proposed resolution was presented to adopt the 2024 Budget which showed total revenues for all funds at \$15,791,808 and total expenditures for all funds at \$15,077,190.

BRYCE CURTISS OFFERED RESOLUTION NO. 3905, A RESOLUTION ADOPTING THE BUDGET FOR FISCAL YEAR 2024, AND MOVED ITS ADOPTION. MOTION FOR ADOPTION OF RESOLUTION NO. 3905 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(C) 2024 TAX LEVY.

A proposed resolution was presented to establish the 2024 tax levy in the total amount of \$3,099,500. The proposed levy is the same as the preliminary levy approved in September 2023.

STEVE SULFLOW OFFERED RESOLUTION NO. 3906, A RESOLUTION ESTABLISHING THE 2024 TAX LEVY, AND MOVED ITS ADOPTION. MOTION FOR ADOPTION OF RESOLUTION NO. 3906 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. RESOLUTION PASSED 5-0.

7(D) CUP - HOPE REFORMED CHURCH GYMNASIUM/MULTI-PURPOSE ADDITION.

Community Development Coordinator Jack Gottfried reported that as a part of its meeting December 4, 2023, the Montevideo Planning Commission held the required public hearing on a conditional use permit application submitted by Hope Reformed Church, to allow construction of a gymnasium/multi-purpose addition on the south side of the existing church located in a R-2, Residential District, at 217 N 17th Street. Following its discussion, the commission voted to recommend approval.

It was moved by Curtiss, seconded by Olson and unanimously passed to approve the issuance of the conditional use permit, as recommended by the planning commission.

7(E) SITE PLAN REVIEW - HOPE REFORMED CHURCH.

Community Development Coordinator Jack Gottfried reported that as a part of its meeting December 4, 2023, the Montevideo Planning Commission conducted a site plan review for an expansion of the Hope Reformed Church, 217 N 17th Street. The expansion

is to construct a 60' x 80' gymnasium and a 40' x 50' office addition. Following its discussion, the commission voted to recommend approval.

It was moved by Curtiss, seconded by Sanborn and unanimously passed to approve the site plan review, as recommended by the planning commission.

7(F) AGREEMENT - BRENT POWERS CONSULTING SERVICES

Utilities Superintendent Byron Hayunga is set to retire at the end of December. Hayunga currently holds the city's only Class A Wastewater License which the city is required to have due to the system and usage in the community. Powers has requested \$2,400 per month, or \$100 an hour for which the city would get the required 24 hours of oversight to ensure the system is in compliance with State requirements. Utilities Superintendent Ryan Gallagher was present to address questions raised.

It was moved by Sanborn, seconded by Sulflow and unanimously passed to approve the agreement with Brent Powers for Class A Wastewater services, as presented.

8. Ordinances.

- None

9. Discussion and Miscellaneous.

Prior to moving into Closed Session to discuss a real estate transaction, the council was polled for additional items.

- City Clerk Lauritsen informed the Council that the city manager performance review document will be emailed to them this week for the review to be conducted in a Closed Session at the December 18th meeting.
- City Manager Wolfington provided an update on the Airport Expansion Project.
- Nathan expressed how pleased he was with the good crowd at the fire hall for Breakfast with Santa held December 3rd.
- Ralph Hunstad had questions regarding his tax statement and City Manager Wolfington scheduled a meeting with him for Monday, the 11th at 2:00 P.M. to address his questions/concerns.

At 7:35 P.M., a brief recess was taken to allow members of the audience to leave the council chambers prior to the Closed Session.

9(A) CLOSED SESSION - REAL ESTATE TRANSACTION.

At 7:36 P.M., the council moved into closed session to discuss a real estate transaction involving a parcel of land located along the east side of T.H. 29/Benson Road known as Parcel ID #70-808-2305. In attendance were council members Curtiss, Sanborn, Olson, Sulflow and Schmidt, Mayor Winter, City Manager Wolfington, City Clerk Lauritsen and City Attorney Nelson. The entire closed session was recorded on a flash drive which will be kept in accordance with the city's adopted records retention schedule, after which time the media will be destroyed.

The closed session ended at 7:48 P.M. and the council moved back into regular session.

It was the consensus of the council that staff prepare an agreement contingent on parking and SPR utilities any and all expenses.

It was moved by Sanborn, seconded by Sulflow and unanimously passed to direct the city attorney to prepare a Purchase Agreement between the City and Prairie Five Community Action Council, to include contingencies that a Site Plan Review be conducted (providing for the required parking spaces) and that all other costs associated with the property will be borne by the purchaser (utilities, etc.)

Meeting adjourned at 7:49 P.M.

Glennis A. Lauritsen, Secretary

Approved by council December 18, 2023:

President - City Council