

CITY OF MONTEVIDEO
CITY COUNCIL PROCEEDINGS
June 3, 2024

The city council met in regular session Monday, June 3, 2024 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: Steve Sulflow, Beverly Olson, Dan Sanborn, Bryce Curtiss and Nathan Schmidt. Absent: None. Mayor Erich Winter present.

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

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

MODIFY: 5(A) CONSIDER APPROVAL OF VERIFIED CLAIMS FOR THE PERIOD ENDING MAY 30, 2024 IN THE AMOUNT OF ~~\$1,255,226.35~~ \$1,442,542.32.

The revised list reflects the following additions:

LIQUOR

Bellboy Corporation - Inventory	\$ 1,930.64
Dahlheimer Beverage Green Isle - Inventory	2,097.20
Johnson Brothers Liquor Co. - Inventory	6,420.41
Madison Bottling Company - Inventory	12,580.50
Phillips Wine & Spirits - Inventory	1,645.80

AIRPORT

Kranz Construction, Inc. - Appl #3 Hangar Imp./Addition	145,724.00
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MISCELLANEOUS

Metropolitan Life Insurance - June Dental premium	2,663.66
Montevideo Chamber of Commerce - Bills April/May	14,253.76

ADD: 7(J) CONSIDER AUTHORIZATION OF TEMPORARY ON-SALE ACCESSORY USE LICENSE FOR JAVA RIVER COFFEE SHOP

**FOR FRIDAY, JUNE 14, 2024 FOR BLOCK PARTY DURING
FIESTA DAYS.**

**ADD: 7(K) CONSIDER AGREEMENT WITH FAA FOR REIL LIGHT
INSPECTION.**

It was moved by Curtiss, seconded by Olson and unanimously passed to approve the minutes of the regular meeting of May 20, 2024 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 30, 2024 IN THE (MODIFIED) AMOUNT OF \$1,442,542.32.

5(B) APPLICATION SUBMITTED BY KAYLA BROWN/THE GARAGE REQUESTING USE OF CITY STREETS, SIDEWALKS AND LAGOON AND SMITH PARKS FOR 5K RUN/WALKS ON WEDNESDAY, JUNE 19TH, WEDNESDAY JULY 17TH AND WEDNESDAY AUGUST 14, 2024.

5(C) APPLICATION SUBMITTED BY AVIS SWENSON, HUNGER WALK REPRESENTATIVE, REQUESTING USE OF CITY STREETS, SIDEWALKS, AND SMITH PARK FOR A COMMUNITY HUNGER WALK ON TUESDAY, JUNE 11, 2024.

6. Public Hearings.

6(A) PUBLIC HEARING - 2024 IMPROVEMENT PROJECT.

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

Oak Drive, Ridgeview Drive to Dead End	
▶ Street (reconstruction):	\$ 60.00/LF
▶ Curb & Gutter:	\$ 14.00/LF
Summit Avenue, 1st Street to 3rd Street	
▶ Street (mill & overlay):	\$ 30.00/LF

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

Wendy Jakobs, 1401 Oak Drive, asked what the timeline would be for the project to which City Engineer Amborn responded that a preconstruction meeting is scheduled for Wednesday, June 5, 2024 and then notices would be sent.

Steve Anderson, 137 Summit Avenue, expressed concern that what is being proposed will not mitigate the ground water problem on Summit Avenue. City Engineer Amborn expressed that this is not a total reconstruction and that with the mill and overlay they will be able to dig out the old bituminous, shape/fix the base and put bituminous back in place. It would be a big undertaking to mitigate all the ground water because of the cost to do a complete reconstruction due to the landscaping/trees on Summit. Anderson responded that the mill and overlay is a bandaid fix and it will become broken up again due to the ground water.

James Dahlvang, 1201 Oak Drive, asked about the length of the project to which City Engineer Amborn responded 1 to 1 ½ months overall. First the storm sewer will be completed, then street, curb and gutter and paving. This is an estimate and can change because of the subcontractors and their schedules. Dahlvang then asked about curb cuts on a vacant lot he owns and City Engineer Amborn stated they will be in contact with him regarding that issue.

Gerald Jakobs, 1401 Oak Drive, asked about the hole depth and the accessibility to their property during construction. City Engineer Amborn explained that the proposed storm sewer is not deep. The corridor they do at a time is small, but there will be interruptions. They will provide notice to the property owners and realize that the communication with everyone is a really big part of the project. Gerald then asked about the two large utility boxes and if they will be replaced to which Amborn explained they are private and will probably not be replaced.

James Dahlvang, 1201 Oak Drive, asked about the bond rate to which Rebecca Kurtz, Senior Municipal Advisor with Ehlers Public Finance Advisors, replied that the estimate they are currently seeing with bond sales is 3.8 percent.

City Engineer Amborn reviewed the handout prepared for the hearing, which discussed the city's assessment policy/maximum years to pay the assessment and outlined the project specifics.

There were no other persons present to address the council; therefore, Council President Schmidt closed the public hearing at 7:12 P.M.

BRYCE CURTISS OFFERED RESOLUTION NO. 3950, A RESOLUTION ADOPTING ASSESSMENT ROLL FOR THE 2024 IMPROVEMENT PROJECT, AND MOVED ITS ADOPTION. MOTION FOR ADOPTION OF RESOLUTION NO. 3950 WAS SECONDED BY DAN SANBORN. THOSE VOTING IN FAVOR OF MOTION: BRYCE CURTISS, DAN SANBORN, BEVERLY OLSON, STEVE SULFLOW AND NATHAN SCHMIDT. THOSE VOTING AGAINST MOTION: NONE. RESOLUTION PASSED 5-0.

7. General Business.

7(A) BID AWARD - 2024 IMPROVEMENT PROJECT.

Bids were received on Tuesday, April 30, 2024 for the proposed 2024 Improvement Project, as follows:

<u>Bidder</u>	<u>Bid</u>
Schmidt Construction, Inc., Redwood Falls, MN	\$ 659,260.00
Central Specialties, Inc., Alexandria, MN	\$ 693,735.00
Duininck, Inc., Prinsburg, MN	\$ 718,567.50
Brouwer Construction, LLC, Raymond, MN	\$ 751,700.30
Joe Riley Construction, Inc., Morris, MN	\$ 780,376.00
Crow River Construction, New London, MN	\$ 876,651.00

Council member Olson asked if the city has used Schmidt Construction prior. City Engineer Amborn answered no, but they have a good reputation and are a responsible bidder.

It was moved by Sulflow, seconded by Olson and unanimously passed to approve the low bid from Schmidt Construction, Inc. at the total base bid of \$659,260.00 and authorize the mayor and city manager to execute necessary project documents.

7(B) SALE OF BONDS - 2024 IMPROVEMENTS.

In order to provide funding to pay for the construction of the 2024 Street & Utility Improvements, the city needs to sell bonds. A resolution was presented which calls for the sale of bonds on July 1, 2024 and authorizes city staff to work with Ehlers Public Finance Advisors to facilitate that sale. A pre-sale report was also provided which discussed the street improvement portion (\$785,000) and storm sewer improvement portion (\$135,000).

Rebecca Kurtz, Senior Municipal Advisor with Ehlers Public Finance Advisors addressed the council, explaining the bond sale procedure. The street improvement portion will be funded by assessments and property taxes and the storm sewer improvement portion will be funded by the storm water utility. The bond will be an 11-year issue with the first payment due in 2026 and maturing in 2035. The first opportunity at refinancing or paying off this bond without penalty would be in 2032. The city currently has a AA-rating and Ehlers doesn't foresee any concerns that would affect that rating. Ehlers has not identified any potential refundings of current bond issues that would result in a savings, but they continue to watch for this and will advise when they see an opportunity. The bond sale results will be presented at the July 1st council meeting, along with the true interest rate.

BRYCE CURTISS OFFERED RESOLUTION NO. 3951, A RESOLUTION PROVIDING FOR THE SALE OF \$920,000 GENERAL OBLIGATION BONDS, SERIES 2024A, AND MOVED ITS ADOPTION. MOTION FOR ADOPTION OF RESOLUTION NO. 3951 WAS SECONDED BY STEVE SULFLOW. THOSE VOTING IN FAVOR OF MOTION: BRYCE CURTISS, STEVE SULFLOW, BEVERLY OLSON, DAN SANBORN AND NATHAN SCHMIDT. THOSE VOTING AGAINST MOTION: NONE. RESOLUTION PASSED 5-0.

7(C) TEMPORARY ON-SALE PERMIT - AMERICAN LEGION POST #59.

American Legion Post #59 submitted an application for a permit from the council to allow an on-site/outdoor event on Saturday, June 15, 2024 during Fiesta Days. This type of permit allows a temporary extension of their on-sale liquor license to outdoor space adjacent and contiguous to the licensed premises. Similar permits have been issued in the past with no issues. All of the activity will take place on private property; no city property will be used. Music is planned. All liquor sales will take place inside the building.

It was moved by Sanborn, seconded by Olson and unanimously passed to approve the issuance of an accessory on-sale permit to American Legion Post #59 for 6/15-16, 2024.

7(D) CONTRACT FOR MOWING SERVICES - BRANDEN BERG/BERGS LAWN CARE, LLC.

For the past several years, the city has had a contract with Dave & Alicia Roelike for mowing services. Those services were used for extra mowing, typically in response to complaints received on tall grass/weeds. The Roelikes notified the city that they would be terminating their contract and, therefore, the city took action to solicit quotes for this service. Three quotes were received:

<u>Company</u>	<u>Quote</u>
Bergs Lawn Care, LLC, Montevideo, MN	\$ 65.00/hour
Rod's Total Lawn Care, Big Stone City, SD	\$ 70.00/hour
Louise Spiczka, Montevideo, MN	\$ 50-\$ 100/hour

Staff recommends accepting the quote of Branden Berg/Bergs Lawn Care, LLC at an hourly rate of \$65.00.

This type of mowing is billed to the property owner and if left unpaid can be assessed against the property to be collected with its property taxes. The contract language was drafted by the city attorney.

It was moved by Sulflow, seconded by Olson and unanimously passed to approve the quote from Bergs Lawn Care of \$65.00 per hour and authorize the mayor and city manager to execute the contract.

7(E) SOLICIT BIDS - AIRPORT TERMINAL BUILDING SIDING PROJECT.

The Montevideo-Chippewa County Airport Commission has recommended moving forward with the siding project for the Airport Terminal Building. It was originally included in the Airport CIP for 2024, but an unexpected fuel system purchase occurred, so funds allocated in the budget for siding were diverted. There is a grant that will pay 70% of the siding project with an anticipated cost around \$30,000. The local share of \$10,000 would be split with Chippewa County, resulting in the cost to the city at roughly \$5,000.

It was moved by Curtiss, seconded by Sanborn and unanimously passed to move forward and solicit bids for the Airport Terminal Building Siding Project.

7(F) AUTOMATIC DOORS AT CITY HALL.

Montevideo City Hall currently does not have automatic doors providing accessible access to those in wheelchairs or other mobility devices. There have been visitors to the City Offices that needed assistance with doors in order to gain entry to the building. Staff solicited quotes from two contractors to provide three (3) accessible doors that would provide full access to public areas at the City Office. These doors are the two (2) doors for the main entrance to the City Hall building and the door providing access to the front desk of the City Office.

The quotes are as follows and both would require separate electrical work.

<u>Company</u>	<u>Quote</u>
O&L Door Systems, Bloomington, MN	\$ 7,035.00
French Glass & Specialty, Montevideo, MN	\$ 9,925.00

The city has \$32,000 set aside in the CIP for repairs and maintenance at City Hall. This is where that expense would be allocated.

It was moved by Olson, seconded by Sulflow and unanimously passed to approve the quote from O&L Door Systems of \$7,035.00 plus electrical work.

7(G) HOSPITAL COMMISSION APPOINTMENT.

Wade McKittrick has resigned from the Hospital Commission effective May 31, 2024, leaving a vacancy with a term expiring December 31, 2026. The city advertised for the position. Two applications were received from James Bulman and Barbara Simonson.

Mayor Winter asked if council has ever interviewed people if we had more than one applicant. He expressed that this is something the council might consider. Staff noted that this had not been past practice; however, it was certainly within its purview to do so. Council members thanked both applicants for applying, stating that both appeared to be well qualified for the position.

It was moved by Curtiss, seconded by Sanborn and unanimously passed to appoint James Bulman to fulfill the vacancy on the Hospital Commission with the term expiring December 31, 2026.

7(H) ELECTION JUDGE APPOINTMENTS.

STEVE SULFLOW OFFERED RESOLUTION NO. 3952, A RESOLUTION NAMING JUDGES FOR THE 2024 PRIMARY ELECTION, AND MOVED ITS ADOPTION. MOTION FOR ADOPTION OF RESOLUTION NO. 3952 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(I) ACCEPTANCE OF GIFTS/GRANTS.

The following gifts/grants have been received by the city:

<u>Name</u>	<u>Description</u>	<u>Amount/Value</u>
CCM Health	Donation - Dog Park	\$1,000.00

DAN SANBORN OFFERED RESOLUTION NO. 3953, A RESOLUTION ACCEPTING GIFTS/GRANTS, AND MOVED ITS ADOPTION. MOTION FOR ADOPTION OF RESOLUTION NO. 3953 WAS SECONDED BY BEVERLY OLSON. THOSE VOTING IN FAVOR OF MOTION: DAN SANBORN, BEVERLY OLSON,

STEVE SULFLOW, BRYCE CURTISS AND NATHAN SCHMIDT. THOSE VOTING AGAINST MOTION: NONE. RESOLUTION PASSED 5-0.

7(J) TEMPORARY ON-SALE PERMIT - JAVA RIVER COFFEE SHOP.

Rebecca Daly/dba Java River Coffee Shop at 210 South 1st Street, requested a City Special Event License to allow participation in the Talking Waters block party event during Fiesta Days on Friday, June 14, 2024. Talking Waters previously received council approval on April 15, 2024. All liquor sales would take place on Java Rivers licensed property but could then be taken to the outdoor fenced in area for consumption. The area proposed to be used is the city streets and sidewalks between Nichols and Canyon Avenue. The area will be fenced with one entrance being secured by Talking Waters security. All necessary paperwork has been submitted and the fee paid.

It was moved by Sanborn, seconded by Olson and unanimously passed to approve the City Special Event License submitted by Rebecca Daly/dba Java River Coffee Shop for the outdoor event on Friday, June 14, 2024.

7(K) AGREEMENT WITH FAA FOR REIL LIGHT INSPECTION.

The Montevideo-Chippewa County Airport Commission has completed the installation of new REIL lights. For the lights to be put into service, the airport needs to retain the FAA Inspectors to perform the needed inspection to sign off on the final project. The cost of this is \$8,368.92 and must be paid prior to the inspection taking place.

It was moved by Sanborn, seconded by Sulflow and unanimously passed to approve the FAA Agreement No. AJF-ON-AAC-24-AC-006265 and authorize the mayor and city manager to execute the contract.

8. Ordinances.

- None.

9. Discussion and Miscellaneous.

- ▶ Council member Curtiss stated there are big race nights planned for this Friday and Saturday. He encouraged community members to attend, noting that the races bring

many people to Montevideo generating substantial business to the area. Curtiss also mentioned the need for mosquito spraying at the fairgrounds and the entire city.

- ▶ Mayor Winter expressed his gratitude for the large number of people and government officials that attended the VA Home dedication Friday, May 31st.
- ▶ Mayor Winter reminded everyone that next week is Fiesta Days. He invited the community to take part in the planned events.
- ▶ Mayor Winter explained that the new cancer walk will be held on Wednesday, June 5, 2024. This new event replaces the Relay For Life Event with all proceeds remaining local.
- ▶ City Manager Wolfington provided an update on the river levels. The river is currently at 16 feet, which is flood level for Lagoon Park. Staff is monitoring the levels and may need to close Lagoon Park in a few days. He added that the levee is doing its job.
- ▶ Council President Schmidt congratulated the Montevideo tennis and baseball teams. The tennis team will be playing at the state tournament Tuesday and the baseball team will be in the section finals on Thursday.

Meeting adjourned at 7:35 P.M.

Glennis A. Lauritsen, Secretary

Approved by council June 17, 2024:

President - City Council