

CITY OF MONTEVIDEO
CITY COUNCIL PROCEEDINGS
April 7, 2025

The city council met in regular session Monday, April 7, 2025 in the council chambers at city hall. Council President Curtiss called the meeting to order at 7:00 P.M. with the Pledge of Allegiance.

Council members present: Steve Sulflow, Beverly Olson, Dan Sanborn, Dean Matthys and Bryce Curtiss. Absent: None. Mayor James Bulman present.

Also present were: City Manager Robert Wolfington, City Attorney Janice Nelson and City Clerk Tami Schuelke-Sampson.

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

MODIFY: 5(A) CONSIDER APPROVAL OF VERIFIED CLAIMS FOR THE PERIOD ENDING APRIL 3, 2025 IN THE AMOUNT OF ~~\$848,514.95~~ \$936,837.06.

The revised list reflects the following additions:

LIQUOR

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|--------------------------------------|-------------|
| Bellboy Corporation - Inventory | \$ 1,607.19 |
| MN Department of Revenue - Sales Tax | 18,058.00 |
| Phillips Wine & Spirits - Inventory | 3,763.96 |

BUILDING INSPECTION

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| Inspectron, Inc. - Inspection services | 4,825.00 |
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CAPITAL EQUIPMENT & FACILITIES

| | |
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| O & L Door Systems - ADA automation door openers (3) | 3,782.94 |
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LEGAL

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| Nelson, Oyen, Torvik - Legal Services | 11,391.25 |
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MISCELLANEOUS

| | |
|---|----------|
| Avenu Insights & Analytics - Software support | 2,548.00 |
| Farmer's Union Oil Company - Gas, etc. | 7,186.77 |

UTILITY

Automatic Systems Co. - Ruggedized Cellular (Firewall/VPN) 29,733.00
MN Department of Revenue - Sales Tax 5,426.00

ADD: 5(C) CONSIDER APPLICATION FROM THE SENIOR CITIZENS OF THE MONTEVIDEO AREA, INC. TO CONDUCT EXCLUDED BINGO FOR JUNE 9 AND OCTOBER 27, 2025.

ADD: 7(G) CONSIDER APPLYING FOR SMALL CITIES HOUSING GRANT.

ADD: 7(H) CONSIDER APPROVING POLICIES RELATED TO SMALL CITIES DEVELOPMENT GRANT.

ADD: 7(I) CONSIDER RATIFYING MAYORAL APPOINTMENT OF TRACY KURTZBEIN TO THE ECONOMIC DEVELOPMENT AUTHORITY (EDA).

It was moved by Sulflow, seconded by Matthys and unanimously passed to approve the minutes of the regular meeting of March 17, 2025, as presented.

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

4(A) 2024 BUILDING AWARDS PRESENTATION.

Mayor Bulman presented the 2024 Building Awards to the following:

- *Best Commercial Expansion - 2024 - Minnwest Bank, 1404 East Highway 7.*
- *Best Remodel New Business Establishment - 2024 - Wonder Kids & Magic Kids Daycare, 1206 Benson Road (Yeny Xiomara Urias Hernandez).*
- *Best Residential Addition - 2024 - Ricky & Laurel Meyenburg, 555 South 1st Street.*

- *Best Remodel New Location Commercial - 2024 - Madsen Family Chiropractic, 1317 Grove Avenue (Brock & Hillary Madsen) were not in attendance. The award will be delivered.*

Jordan Thompson who lives at 820 North 4th Street addressed council with two concerns. The first being the number of cats at the neighbor to the south and the second is the fence on the property line between them that does not meet city code. City Manager Wolfington explained that he has asked for photos of the neighbor feeding and harboring cats and the Building Official and himself are addressing the fence issue. City Attorney Nelson stated we need to prove the cats are the neighbors and provide pictures of the neighbor feeding and harboring them. City Manager Wolfington will provide Thompson with a thumb drive so the photos he has can be provided to the city.

5. Consent Agenda.

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

- 5(A) VERIFIED CLAIMS FOR THE PERIOD ENDING APRIL 3, 2025 IN THE (MODIFIED) AMOUNT OF \$936,837.06.
- 5(B) APPLICATION SUBMITTED BY KAYLA BROWN/THE GARAGE REQUESTING USE OF CITY STREETS, SIDEWALKS, BIKE PATH AND LAGOON AND SMITH PARKS FOR 5K RUN/WALKS ON WEDNESDAY JUNE 18TH, WEDNESDAY, JULY 16TH AND WEDNESDAY, AUGUST 13TH, 2025.
- 5(C) APPLICATION FROM THE SENIOR CITIZENS OF THE MONTEVIDEO AREA, INC. TO CONDUCT EXCLUDED BINGO ON JUNE 9 AND OCTOBER 27, 2025 AT THE MONTEVIDEO COMMUNITY CENTER, 550 SOUTH 1ST STREET.

6. Public Hearings.

- None.

7. General Business.

7(A) ANNUAL REPORT - MONTEVIDEO LIBRARY.

Larissa Schwenk, Head Librarian of the Montevideo Public Library, was present to provide an update of activities at the library during 2024. Schwenk provided a handout and explained the highlighted programming, library visits, collection/circulation information, Internet uses and other goals/objectives.

7(B) DEPARTMENTAL 2024 ANNUAL REPORT REVIEWS.

The following department heads reviewed and discussed their 2024 annual reports:

- Community Development Coordinator Jessica Dahms
- Police Chief Ken Schule
- Public Works Director Ryan Gallagher
- Community Center/Communications Director Tracy Wellendorf.

7(C) FIESTA CITY SPEEDWAY LIQUOR LICENSE.

The Fiesta City Speedway has submitted applications for a 2025 Wine License (Monday-Saturday) and a 2025 3.2 On-Sale License (Monday-Saturday) for the racetrack concessions/restaurant. The combination of these licenses allows the sale of strong beer. All needed materials have been submitted.

It was moved by Sanborn, seconded by Olson and unanimously passed to authorize issuance of the 2025 Wine License and the 2025 3.2 On-Sale License for Fiesta City Speedway.

7(D) 2025 OUTDOOR POOL SEASON.

The Montevideo Park Board met March 25th and recommended the following for the 2025 outdoor pool season:

- Fees: Individual passes - \$75.00; Tickets - 50 for \$150.00; 25 for \$87.50; 10 for \$37.50. Daily admission would be \$4.00, with \$1.00 charged for the wading pool. Lap swim - \$2.00.
- Schedule: June 9-August 17, 1:00-8 PM daily.

- Free swim day for all swimmers on a date to be determined, as part of the Montevideo Fiesta Days celebration which is scheduled for June 8th to the 15th.

It was moved by Sanborn, seconded by Sulflow and unanimously passed to approve the 2025 outdoor pool fees, schedule and free swim, as recommended by the Park Board.

7(E) EZ-ICE HOCKEY RINK PURCHASE.

The Montevideo Park Board met March 25th and recommends the purchase of an EZ-ICE hockey rink from the City of Appleton. The price of the 80' x 150' EZ-ICE hockey rink is \$14,500 and to purchase it new would be \$39,070. With this purchase the number of man hours and labor expense would be greatly reduced. It is estimated that the 2024-2025 ice rink season a total of 575 hours were spent replacing side boards, painting, filling the rink and maintaining the ice throughout the season. The estimated labor with the EZ-ICE rink is 115 hours for set up, filling the rink and maintaining the ice throughout the season.

It was moved by Matthys, seconded by Olson and unanimously passed to approve the purchase of the EZ-ICE hockey rink from the City of Appleton for a price of \$14,500.

7(F) SPLASH PAD PROJECT.

The Montevideo Park Board met March 25th and discussed the potential development of a splash pad at Larson Park. No cost estimate was provided, however there is a desire from the Park Board to move forward with this project. In addition, the Montevideo Area Community Foundation has offered to open a project for the splash pad so donations can be made through the Community Foundation. For this a fiscal host would be needed. The City could serve as the fiscal host. The initial estimates put the project around \$170,000, however that is based on online research and would not necessarily reflect the actual cost of the project.

It was moved by Sanborn, seconded by Sulflow and unanimously passed to approve moving forward with the development of a Splash Pad project and approve serving as the fiscal host, providing opportunity for donations to go toward this project.

7(G) SMALL CITIES HOUSING AID GRANT APPLICATION.

Minnesota Housing has introduced a grant for Greater Minnesota Small Cities. The grant is intended to help in developing and preserving work force housing in Greater

Minnesota. The competitive program has a due date of Thursday, April 24, 2025, for the application to be submitted. The dollars could be used for rehabilitation of existing housing and for the development of new housing options for owner-occupied units. The maximum amount that can be awarded is \$300,000, however it is a competitive grant and we likely would not see that amount.

It was moved by Sanborn, seconded by Matthys and unanimously passed to move forward with the application for the Greater Minnesota Small Cities (Tier II Cities) Housing Aid Grant Program application.

7(H) POLICIES FOR SMALL CITIES DEVELOPMENT GRANT.

The City of Montevideo has been approved for a small Cities Development Grant that will go toward rehabilitating larger apartment buildings in the community. As part of the grant, Council approved the adoption of a series of policies as required by the grant. Those policies are, Prohibition of Excessive Force Policy, Residential Anti-Displacement and Relocation Assistance Plan, Compliance with Section 3 HUD Rules, Fair Housing Plan of Action, Certification of a Drug Free Workplace, Authorize the UMVRDC to apply for reimbursement, Montevideo Multi-family Rehabilitation Project Small Cities Development Program (SCDP) Income Reuse Plan and City of Montevideo Small Cities Development Program (SCDP) Residential Rental Rehabilitation Program Multi-family Procedural Guide.

It was moved by Sanborn, seconded by Olson and unanimously passed to approve the Prohibition of Excessive Force Policy, Residential Anti-Displacement and Relocation Assistance Plan, Compliance with Section 3 HUD Rules, Fair Housing Plan of Action, Certification of a Drug Free Workplace, Authorize the UMVRDC to apply for reimbursement, Montevideo Multi-family Rehabilitation Project Small Cities Development Program (SCDP) Income Reuse Plan and City of Montevideo Small Cities Development Program (SCDP) Residential Rental Rehabilitation Program Multi-family Procedural Guide and authorize the mayor and city manager to execute necessary documents.

7(I) EDA APPOINTMENT.

It was moved by Sulflow, seconded by Sanborn and unanimously passed to ratify the mayoral appointment of Tracy Kurtzbein to the Montevideo Economic Development

Authority (EDA), term expiring December 31, 2025. This appointment will fulfill the unexpired term of Michael Groothuis.

8. Ordinances.

-None.

9. Discussion and Miscellaneous.

9(A) BOARDS AND COMMISSIONS UPDATES.

- ▶ Councilmember Matthys thanked council for approving the recommendations of the Park Board and is excited to see where the parks are going. The splash pad and different ice rink are such positives for the town.
- ▶ Councilmember Sulflow explained that what was presented by Larissa Schwenk, Head Librarian of the Montevideo Public Library was what was discussed at the Library Board.

9(B) OTHER.

- ▶ City Manager Wolfington will keep Council updated on Jordan Thompson's concern.

Meeting adjourned at 8:12 P.M.

Tami Schuelke-Sampson, Secretary

Approved by council April 21, 2025:

President - City Council