

CITY OF MONTEVIDEO
CITY COUNCIL PROCEEDINGS
DECEMBER 1, 2025

The city council met in regular session Monday, December 1, 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, Dan Sanborn, Dean Matthys, Beverly Olson (arrived at 7:10) and Bryce Curtiss. Absent: None. Mayor James Bulman present.

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

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

MODIFY: 5(A) CONSIDER APPROVAL OF VERIFIED CLAIMS FOR THE PERIOD ENDING NOVEMBER 26, 2025 IN THE AMOUNT OF ~~\$301,097.19~~ \$343,205.45.

The revised list reflects the following additions:

LIQUOR

Breakthru Beverage Minnesota - Inventory	\$ 2,164.19
Dahlheimer Beverage Green Isle - Inventory	12,458.95
Madison Bottling - Inventory	11,323.99
Phillips Wine & Sprints - Inventory	3,211.76

FIRE

Ultimate Safety Concepts Inc. - Rescue Auger/Eductor	6,058.15
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PUBLIC WORKS

Compass Minerals America, Inc. - 24.29 Ton Deicing Salt	3,351.78
Compass Minerals America, Inc. - 25.65 Ton Deicing Salt	3,539.44

ADD: 7(H) CONSIDER APPLICATION FOR USE OF STREET PARKING OVERNIGHT OUTSIDE OF HOLLYWOOD ON MAIN.

It was moved by Sulflow, seconded by Matthys and unanimously passed to approve the minutes of the regular meeting of November 17, 2025, 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 NOVEMBER 26, 2025 IN THE (MODIFIED) AMOUNT OF \$343,205.45.

6. Public Hearings.

- None.

7. General Business.

7(A) 2026 BUDGET DISCUSSION & PUBLIC COMMENT.

At the September 15, 2025 council meeting, public comment and discussion of the 2026 budget and levy was scheduled for this date. Materials presented and reviewed included a proposed resolution adopting the 2026 Budget, a General Fund expenditure comparison, a proposed resolution establishing the 2026 tax levy and a levy comparison information - 2025 vs. proposed 2026.

There were two members of the public present to address the council on this matter. They were Steve Anderson, 137 Summit Avenue, and Barb Roder, 1807 Sheridan Avenue. Both members of the public inquired how the City justified the large increase. Finance Director, Jill Strand, explained the increase will be going into the Capital Equipment and Facilities Fund for future large purchases. Councilmembers and the Mayor stated the struggle they had decreasing the budget and that what was approved is less than the requested amounts. The budget represents the needs of the City none of the wants. Both members of the public will be provided line item budget information as requested.

No action necessary.

7(B) 2026 BUDGET ADOPTION.

A proposed resolution was presented to adopt the 2026 Budget which showed total revenues for all funds at \$16,491,161 and total expenditures for all funds at \$15,437,711.

STEVE SULFLOW OFFERED RESOLUTION NO. 4037, A RESOLUTION ADOPTING THE BUDGET FOR FISCAL YEAR 2026, AND MOVED ITS ADOPTION. MOTION FOR ADOPTION OF RESOLUTION NO. 4037 WAS SECONDED BY DEAN MATTHYS. THOSE

VOTING IN FAVOR OF MOTION: STEVE SULFLOW, DEAN MATTHYS, DAN SANBORN, BEVERLY OLSON AND BRYCE CURTISS. THOSE VOTING AGAINST MOTION: NONE. RESOLUTION PASSED 5-0.

7(C) 2026 TAX LEVY.

A proposed resolution was presented to establish the 2026 tax levy in the total amount of \$3,648,200. The proposed levy is the same as the preliminary levy approved in September 2025.

DAN SANBORN OFFERED RESOLUTION NO. 4038, A RESOLUTION ESTABLISHING THE 2026 TAX LEVY, AND MOVED ITS ADOPTION. MOTION FOR ADOPTION OF RESOLUTION NO. 4038 WAS SECONDED BY BEVERLY OLSON. THOSE VOTING IN FAVOR OF MOTION: DAN SANBORN, BEVERLY OLSON, DEAN MATTHYS, STEVE SULFLOW AND BRYCE CURTISS. THOSE VOTING AGAINST MOTION: NONE. RESOLUTION PASSED 5-0.

7(D) DATA REQUESTS/INFORMATION ACCESS POLICY UPDATE.

In 2000, the council adopted a Public Policy on Data Requests & Information Access with an update in 2019. An updated document has been provided which reflects changes in State Statute allowing a government entity to suspend its response to public data request if the requester does not inspect or collect the data within 5 days of being notified that its ready.

It was moved by Sanborn, seconded by Sulflow and unanimously passed to approve the updated policy, as presented.

7(E) COURBANIZE DIGITAL ENGAGEMENT PLATFORM CONTRIBUTION.

CoUrbanize provides an online hub for residents to access project information and submit feedback. The platform supports multilingual participation, helping municipalities and development authorities broaden input beyond traditional public meetings. The EDA Communications Committee discussed CoUrbanize and determined it to be a valuable tool for broadening public input and strengthening transparency. The annual subscription is \$5,000 and the EDA has agreed to contribute \$1,500 toward the expense. Since the platform will be used for community development initiatives beyond the EDA they are requesting that the City Council provide the remaining \$3,500.

Councilmember Sanborn asked for more explanation to which Mayor Bulman stated it would be an enhancement to our website and provide another way to submit feedback without having to attend council meetings. Sanborn explained he would rather have the public attend council meetings and is worried that the feedback received through CoUrbanize would not be available

to them timely. City Manager Wolfington expressed that this would be an avenue to get feedback as ideas are being developed and the platform would not replace the ability for citizens to contact City Hall.

It was moved by Matthys, seconded by Olson to approve the \$3,500 contribution toward CoUrbanize digital engagement platform. Voting in favor of motion: Matthys, Olson, Sulflow and Curtiss. Those voting against motion: Sanborn. Motion passed 4-1.

7(F) AIRPORT ENGINEER AGREEMENTS FOR 2026 CIP PROJECTS.

The Montevideo/Chippewa County Airport has two capitol improvement projects for 2026. They include the purchase of new snow removal equipment and seal coat surfacing of the runway. The projects are eligible for MnDOT and FAA funding through the capitol grant program. In order to move forward the Airport needs to approve the engineer's agreement for each project. Eric Hanson of HDR is the Airport Engineer and has provided the two agreements for the proposed projects. Once approved, the bid process will begin.

The cost of the engineering is proposed to be \$24,200 for the runway surface project and \$8,400 for the snow removal equipment. The engineering cost is eligible for reimbursement through the grants. The airport grants are not competitive like other grants but are based on a capitol improvement plan that had previously been approved by MnDOT and FAA. Most of the costs will be on MnDOT and FAA with the local share being split between the City and Chippewa County (the airport owners). The City of Montevideo is the fiscal host for the Montevideo/Chippewa County Airport (MVE).

It was moved by Sanborn, seconded by Sulflow and unanimously passed to authorize the mayor and city manager to execute the agreements, as presented.

7(G) ACCEPTANCE OF GIFTS/GRANTS.

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

<u>Name</u>	<u>Description</u>	<u>Amount/Value</u>
MN DNR	Grant 24-DG-11094200-318 - radios for the Fire Department	\$ 5,000.00

DAN SANBORN OFFERED RESOLUTION NO. 4039, A RESOLUTION ACCEPTING GIFTS/GRANTS, AND MOVED ITS ADOPTION. MOTION FOR ADOPTION OF RESOLUTION NO. 4039 WAS SECONDED BY BEVERLY OLSON. THOSE VOTING IN FAVOR OF MOTION: DAN SANBORN, BEVERLY OLSON, STEVE SULFLOW, DEAN

MATTHYS AND BRYCE CURTISS. THOSE VOTING AGAINST MOTION: NONE.
RESOLUTION PASSED 5-0.

7(H) USE OF CITY PROPERTY - OVERNIGHT PARKING ON MAIN STREET.

An application has been submitted by Lillian Michaloski and Andrew VanDerPol for use of street parking outside of Hollywood on Main overnight from Friday, December 12th until Sunday, December 14th. The application indicates that a wedding reception is planned at Hollywood on Main on Saturday, December 13th. The request is to park a refrigerated truck on street parking outside the venue for storage of food before/after the event. The refrigerated truck would be parked the day before as the venue is set up and cleared the morning following the event. The refrigerated truck would take up one parking space and is not a commercial food truck. No additional services are being requested of the city.

Councilmembers expressed concern about a possible snowstorm and snow removal. The Hollywood on Main has had events like this in the past with no problem arising from moving the catering vehicles at night.

It was moved by Sanborn, seconded by Matthys and unanimously passed to deny the use of city property for overnight parking of a refrigerated truck from Friday, December 12th until Sunday, December 14th outside of Hollywood on Main, as presented.

8. Ordinances.

8(A) INTRODUCTION OF ORDINANCE NO. 998

At the November 17th Council meeting it was agreed upon to change the street names of West Nichols Avenue from First Street to Parkway Drive to Keith Hein Drive and Sherman Avenue from First Street to Parkway Drive to Glen Herfurth Drive. City Staff has worked with the City Attorney in developing the ordinance and recommends introducing the ordinance to change street names.

DAN SANBORN INTRODUCED ORDINANCE NO. 998, AN ORDINANCE CHANGING THE STREET NAME OF WEST NICHOLS AVENUE FROM FIRST STREET TO PARKWAY DRIVE TO KEITH HEIN DRIVE AND CHANGING THE STREET NAME OF SHERMAN AVENUE FROM FIRST STREET TO PARKWAY DRIVE TO GLEN HERFURTH DRIVE.

9. Discussion and Miscellaneous.

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9(A) BOARDS AND COMMISSIONS UPDATES.

- ▶ Councilmember Sanborn explained that the Airport Commission met and discussed the item approved earlier. The Hospital Board met and County appointed member Steve Condon has met his term limit and the December meeting will be his last meeting.
- ▶ Councilmember Matthys will be attending the rescheduled RDC meeting on Thursday.

9(B) OTHER.

- ▶ Mayor Bulman invited people to attend the Chamber Holiday parade on Thursday.

Meeting adjourned at 7:38 P.M.

Tami Schuelke-Sampson, Secretary

Approved by council December 15, 2025:

President - City Council