

CITY OF MONTEVIDEO  
CITY COUNCIL PROCEEDINGS  
February 19, 2013

The city council met in regular session Tuesday, February 19, 2013 in the council chambers at city hall. President Garbe called the meeting to order at 7:00 P.M. with the Pledge of Allegiance.

Council members present: Marvin Garbe, Bryce Curtiss, Todd Hay and Nathan Schmidt.  
Absent: Karen Nieuwbeerta. Mayor Debra Lee Fader present.

Also present were: City Manager Steven C. Jones, City Attorney Janice Nelson and City Clerk Glennis Lauritsen.

President Garbe welcomed high school students in attendance to observe the proceedings.

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

**MODIFY: 5(B) CONSIDER APPROVAL OF VERIFIED CLAIMS FOR THE PERIOD ENDING FEBRUARY 15, 2013 IN THE AMOUNT OF ~~\$140,490.99~~ \$148,161.84.**

Revised amount reflects the following additional claims:

BUILDING REVITALIZATION GRANT

Health Providers, Inc. 2,000.00

UTILITY

Schoep Contracting, LLC - Main break work 3,938.35

Sensus - Software support (4/16/13-4/16/14) 1,732.50

**MODIFY: 7(C) CONSIDER REQUEST BY ISD #129 TO WORK WITH THE CITY TO ADD A FULL-TIME SCHOOL RESOURCE OFFICER.**

Additional materials provided.

**ADD: 7(H) CONSIDER THE PURCHASE OF CHAIN LINK FENCING FOR WINDOM PARK BALLFIELD.**

It was moved by Curtiss, seconded by Schmidt and unanimously passed to approve the minutes of the regular meeting of February 4, 2013, as presented.

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

- None.

5. Consent Agenda.

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

5(A) LIST OF SURPLUS/SEIZED ITEMS FOR SALE BY THE POLICE DEPARTMENT.

5(B) VERIFIED CLAIMS FOR THE PERIOD ENDING FEBRUARY 15, 2013 IN THE (MODIFIED) AMOUNT OF \$148,161.84.

6. Public Hearings.

- None.

7. General Business.

7(A) CINDY BENSON HOME OCCUPATION PERMIT.

Cindy Benson has applied for a conditional use permit for a home occupation (therapeutic massage business) in her home at 107 North 5<sup>th</sup> Street. On February 11, 2013, the Montevideo Planning Commission held the required public hearing and unanimously recommended approval of the request, with the following conditions:

1. Permitted entity must ensure all city building codes and ordinances are followed concerning the setup/construction of the business, as well as sign and parking ordinances, once established.
2. The city reserves the right to review this permit at any time and to add additional conditions to preserve and protect the character of the area and to lessen the impact of using a residence for a home-based occupation.

Cindy & Leon Benson were present to address questions/concerns raised by the council.

It was moved by Curtiss, seconded by Schmidt and unanimously passed to approve the conditional use permit, with the two conditions as recommended by the planning commission.

7(B) PURCHASE OF THREE (3) MOWERS.

Public Works Director Greg Schwaegerl was present to request authorization to purchase three (3) Z930 mowers for use in the park department. He explained that mowers are purchased each year and by doing so, maintenance costs are kept to a minimum and the trade-in value is excellent. It was noted that the mowers would be purchased from John Deere Corporation using the State of Iowa purchasing contract, utilizing Kibble Equipment for set-up and trade-in. Balance due would be \$6,519.36, and this is a budgeted item.

It was moved by Hay, seconded by Schmidt and unanimously passed to authorize purchase of the mowers, as presented

7(C) SCHOOL RESOURCE OFFICER (SRO).

The school district has asked the city to consider working with them to add a full-time School Resource Officer at the school. The school would pay for 9 months of the officer's cost per year (school year), and the city would be responsible for 3 months (summer). This position would be an internal assignment, but a new full-time officer would need to be hired to fill the hours lost in assigning an officer to this position.

Staff had prepared wage/benefit information for a patrol officer, as well as current staffing stats for review by the council. The financial impact of a new hire was discussed, noting that an additional \$14,000-\$20,000 would be needed in 2014, with the hope that the actual additional expenses would be less than that. To hire and equip a new officer costs \$4,000-\$5,000 up-front and this expenditure would take place this year inasmuch as the school would like to have the SRO in place for Fall 2013.

Police Chief Adam Christopher was present and noted that this is not a DARE officer; DARE classes would continue to be offered, with or without this additional officer. The SRO would provide basic police services in the school, addressing internal crime issues, truancy, etc. primarily at the middle school and high school levels. Christopher noted his

concern of a future layoff, if after a couple of years the school decided not to fund, or became unable to fund. If that were to happen, the new officer could either be incorporated into the police department staff, or let go.

City Manager Jones asked that if council is interested in pursuing this idea, they direct staff to work out an agreement with the school district. He noted that one of the main concerns is that of long-term commitment from the school and payment of “incidental” costs. The agreement would be negotiated to include the school being responsible for their portion of any associated layoff costs.

It was moved by Schmidt, seconded by Curtiss and unanimously passed to direct staff to develop such an agreement for future review by the council.

7(D) DECLARATION OF INTENT TO BOND - WATER TOWER PAINTING.

In accordance with IRS issued Treasury Regulations, the city is required to make a “Declaration of Intent” to reimburse itself for expenditures paid prior to bonds being issued.

It was moved by Curtiss, seconded by Schmidt and unanimously passed to approve the Declaration of Official Intent related to the 2013 Water Tower Painting Project.

7(E) AIRPORT HANGAR VENTILATION BIDS.

The city received bids on Monday, February 11<sup>th</sup>, for the Airport Hangar Ventilation Project. Only one bid was received, from Heartland Electric of Montevideo, in the amount of \$13,921.00. The State of Minnesota will pay half of the cost; the airport commission has recommended approval; and, it was reviewed by the Chippewa County Board earlier today (no official word on their action at this time.) Therefore, with a total cost of \$13,921.00 - the state share would be \$6,960.50 and local share \$6,960.50 (city share = \$3,480.25 and county share = \$3,480.25). City share would be paid out of annual airport expenses or from the Airport Capital Improvement Fund.

It was moved by Schmidt, seconded by Hay and unanimously passed to approve the bid from Heartland Electric, as presented, contingent upon approval by Chippewa County.

7(F) 2012 ANNUAL REPORT.

It was moved by Schmidt, seconded by Curtiss and unanimously passed to accept the 2012 Annual Report, as presented.

7(G) PUBLIC WORKS & FIRE HALL BUILDING PROJECTS.

For a number of months, basic plans have been prepared for a possible new public works building and a new fire hall. Probable construction costs for the public works garage are \$903,749.00 and \$2,077,083.00 for the fire hall. Due to the fact that Phase III of the levee project is stalled, staff has suggested tabling consideration of the public works building until a better time line is available for completion of the levee project. Unless the council would decide to move the entire facility away from Gravel Road, staff would not recommend building on the existing site until the levee is rebuilt. The council agreed to table the public works building at this time.

In regards to the fire hall, two financial analysis were prepared for both a 20-year and a 25-year bond. Bonding options include:

- ▶ Approval by vote of the citizens.
- ▶ EDA issues revenue bond and leases building to the city.
- ▶ Capital Improvement Bond - City develops a capital improvement plan tied to the proposed new fire hall; a number of public hearings are held, after which time the council could go forward. This project is subject to a reverse referendum, whereby if 5% of the people who voted in the last General Election would petition the city, the project would then have to go to a vote before the city could proceed with the project.

The estimated first year impact of a 20-year bond on the total tax levy is 9.55%. Estimated first year impact of a 25-year bond is 8.4%. Information was provided on the estimated tax impact on residential homestead properties ranging from \$50,000 EMV to \$300,000 EMV, resulting in a proposed tax increase of \$23.00 to \$222.13, respectively.

It was moved by Hay, seconded by Schmidt and unanimously passed to direct staff to prepare a potential time line of events that need to take place associated with a 20-year Capital Improvement Bond Issue. Once that time line is completed, it will be presented to the council for its review and further direction.

It was asked whether some of the needed city hall improvements (roof, HVAC) could be incorporated into the project. Staff will discuss the matter with the bond consultants.

7(H) FENCING FOR WINDOM PARK BALLFIELD.

Public Works Director Greg Schwaegerl was present to request authorization to purchase chain link fencing for the Windom Park ballfield. The installation of the new fence will be the last of the work to do in order to close-out the MN Twins Fields for Kids Grant.

Two quotes were obtained, with the low quote submitted by Century Fence of Forest Lake, MN, in the amount of \$14,449 (labor & materials) which would be covered by local donations, the MN Twins Grant and up to \$3,500 previously approved by the city council from the Park Capital Improvement Fund. It was also noted that the park department would remove the old fence and the new fence would be installed by the contractor.

It was moved by Schmidt, seconded by Hay and unanimously passed to contract with Century Fence, Forest Lake, Minnesota, for the fencing, as presented.

8. Ordinances.

- None.

9. Discussion and Miscellaneous.

- None.

Meeting adjourned at 7:40 P.M.

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Glennis Lauritsen, Secretary

Approved by council March 4, 2013:

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Marvin E. Garbe, President