

REGULAR MEETING – MONTICELLO CITY COUNCIL
Monday, April 24, 2023 – 6:30 p.m.
Mississippi Room, Monticello Community Center

Present: Lloyd Hilgart, Charlotte Gabler, Tracy Hinz, Lee Martie and Sam Murdoff
Absent: None.

1. General Business

A. Call to Order & Pledge of Allegiance

Mayor Hilgart called the meeting to order at 6:30 p.m.

B. Approval of Agenda

Councilmember Gabler moved approval of the agenda. Councilmember Martie seconded the motion. Motion carried unanimously.

C. Approval of Meeting Minutes

- Special Meeting Minutes from April 3, 2023
- Special Meeting Minutes from April 10, 2023
- Regular Meeting Minutes from April 20, 2023

Councilmember Hinz moved approval of three sets of minutes listed. Councilmember Murdoff seconded the motion. Motion carried unanimously.

D. Citizen Comments

- Kirk Kjellberg, 1123 West Broadway, spoke in opposition to sidewalks along Broadway. He noted that there is little foot traffic and that there is a nice trail across the street. He also commented on inflation and the current burden that an assessment would cause and the burden it would be for residents to clear the sidewalk. He recommended waiting a few years.
- Scott Cutsforth, spoke regarding the ATV ordinance. He questioned whether all ATVs, specifically Class 1, could now be allowed on city streets and not just designated neighborhoods.

E. Public Service Announcements

- Jennifer Schreiber, City Clerk, gave an update on the following:
 - Compost Facility Access Cards
 - Spring Tree Sale
 - Arbor Day Giveaway

- Spring Leaf Pick Up
- Walk & Roll Vendor Registration Open
- Summer Event Sponsorship Opportunities

F. Council Liaison Updates

- **EDA** – Councilmember Hinz gave an update on the EDA meeting held April 12. The group considered a contract for façade renderings connected to Block 52 Façade Improvement Project.
- **Planning Commission** – Councilmember Gabler noted that a special meeting was held on April 12 to discuss an amendment to CUP for PUD for Cargill Kitchen Solutions, Inc.
- **I-94** – Councilmember Gabler noted that the group met on April 20 and discussed potential of earmarked funds and received an update on federal funding.
- **MOAA** – Angela Schumann, Community Development Director, gave an update of the meeting held April 12. The board discussed the rezoning of property located in Monticello Township.

G. Department Update

- **Municipal Drinking Water Test Results** – Matt Leonard, Public Works Director/City Engineer, noted that the water test results confirm the city drinking water supply is safe and well below the EPA’s drinking water standards for tritium levels. Dave Hokanson, Minnesota Department of Health was also present for questions.
- **Wright County Sheriff’s Office Quarterly Update** – Wright County Sergeant Kevin Triplett, gave the first quarterly update of 2023. The report included info on calls/comparisons, patrol, division highlights, and other relevant information.
- **Building Department** – Ron Hackenmueller, City Building Official, gave an annual update of the Building Safety & Code Enforcement Department. The update included information on staff and roles, city building valuation, revenue versus expenses, permits issued, online permits, inspections, rental ordinance and licensing, and other department information.
- **Update on Local Option Sales Tax** – Rachel Leonard, City Administrator, gave a presentation on Monticello LOST Analysis conducted by the University of Minnesota Extension. The analysis showed that 31.4% of tax proceeds come from Monticello residents and 68.6% from non-residents.

2. Consent Agenda:

**Councilmember Gabler moved approval of the Consent Agenda excluding 2J.
Councilmember Murdoff seconded the motion. Motion carried unanimously.**

- A. Consideration of approving the payment of bills. **Action taken: Approved the bill and purchase card registers for a total of \$964,010.05.**
- B. Consideration of approving new hires and departures for City departments. **Action taken: Approved hires for Community Center, Building Department and Parks Department and departures for Hi-Way Liquor and Streets Department.**
- C. Consideration of approving the sale/disposal of surplus city property. **Action taken: Approved as presented.**
- D. Consideration of adopting Resolution 2023-34 accepting a donation of \$13,000 from Liberty Bank for Music on the Mississippi and Let's Chalk Festival. **Action taken: Resolution was adopted and donation accepted.**
- E. Consideration of approving a special event permit for Church of St. Henry's FunFest annual parish festival on August 27, 2023 and approving a temporary liquor license for the event. **Action taken: Special event permit was approved.**
- F. Consideration of approving application for a temporary liquor license for Rustech Brewing Company for event on May 20, 2023. **Action taken: Temporary liquor license was approved.**
- G. Consideration of approving premium pay program as an on-going program for part-time Monticello Community Center employees. **Action taken: Approved.**
- H. Consideration of adopting Resolution 2023-35 authorizing a purchase agreement for the acquisition of 200 West River Street. **Action taken: Resolution authorizing the purchase agreement was approved.**
- I. Consideration of adopting Resolution 2023-37 authorizing the preparation of a Feasibility Report for the Broadway Avenue Roadway & Utility Improvements Project and approval of a contract with Hakanson Anderson to provide engineering services at a price of \$253,000. **Action taken: Resolution was adopted.**
- J. Consideration of adopting Resolution 2023-36 accepting Feasibility Report and setting a public hearing for May 22, 2023, for the Downtown Roadway & Pedestrian Improvements Project. **Action taken: ITEM WAS REMOVED FROM THE AGENDA.**

2A. Consideration of items removed from the consent agenda for discussion

- J. *Consideration of adopting Resolution 2023-36 accepting a Feasibility Report and setting a public hearing for May 22, 2023, for the Downtown Roadway & Pedestrian Improvements Project.*

Councilmember Gabler removed the item for clarification on whether the project assessment or plans could be changed after accepting the Feasibility Study and setting the public hearing. Matt Leonard, Public Works Director/City Engineer, responded that changes can be made later in the process.

Councilmember Gabler moved to adopted Resolution 2023-36 accepting the Feasibility Report for the Downtown Roadway & Pedestrian Improvements Project and setting a public hearing for May 22, 2023. Councilmember Murdoff seconded the motion. Motion carried unanimously.

3. **Public Hearings:**

4. **Regular Agenda:**

- A. Consideration of approving an amendment to Conditional Use Permit for Planned Unit Development related to replacement of outdoor storage tanks. Applicant: Cargill Kitchen Solutions, Inc.

Steve Grittmann introduced the item and noted that the applicants are requesting to replace the CO2 tanks on their property. The new tanks would be 59 feet instead of 42 feet. They initially want to replace the two and eventually add a third. The Planning Commission recommended approval of the amendment to Conditional Use Permit for Planned Unit Development but modified conditions in Exhibit Z to allow the installation of only two tanks. It was recommended that the applicant come back to request a third tank.

The Council discussed the item. Ryan Schmitz, 253 97th St. NE, represented Cargill and noted that they prefer to install a third tank later depending on the increase of service needs. There was agreement among Council members to simply approve all three tanks.

Councilmember Martie moved to approve the amendment to Conditional Use Permit for Planned Unit Development related to replacement of outdoor storage tanks, based on findings in Resolution PC-2023-16 and subject to the conditions in Exhibit Z with the change to allow the replacement of two storage tanks and an addition of a third tank. Councilmember Murdoff seconded the motion. Motion carried unanimously.

5. **Adjournment:**

The meeting was adjourned at 8:11 p.m.

Recorder: Jennifer Schreiber _____

Approved:

Attest: _____

City Administrator

DRAFT