

REGULAR MEETING – MONTICELLO CITY COUNCIL
Monday, May 22, 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 Hinz seconded. Motion carried unanimously.

C. Approval of Meeting Minutes

- Regular Meeting Minutes from May 8, 2023

Councilmember Gabler moved approval of the meeting minutes. Councilmember Martie seconded. Motion carried unanimously.

D. Citizen Comments

- None.

E. Public Service Announcements

- Haley Foster, Communications & Marketing Specialist, gave an update on the following:
 - Memorial Day Hours
 - Downtown Detour
 - No Mow May
 - Tree City USA
 - MFS's Annual Golf Tournament
 - MCC Summer Business Hours
 - Summer Swim at Bertram
 - Farmers Market
 - Movie in the Park
 - Walk & Roll

F. Council Liaison Updates

- **EDA** – Councilmember Hinz provided an update on the EDA meeting held May 10. The EDA discussed the following: MontiArts Arts Project for Block 34; WCSO use of vacant lot for canine training; LOST update; tourism economic impact study; and housing study.
- **MOAA** – Angela Schumann, Community Development Director, gave an update.
- **I-94 Coalition** – Councilmember Gabler noted that the coalition met by zoom and there was a federal update and a Minnesota state gas tax update.

G. Department Update

- **Staff response to Citizen Comments** – Rachel Leonard, City Administrator, updated the City Council on the request to allow Class 1 ATVs to operate as Class 2 on roadways in the city. Staff's recommendation is to leave the ordinance as written allowing Class 1 ATVs in designated areas. Scott Cutsforth, requested that the area is expanded for Class 1 ATVs. There was consensus by the City Council to leave the ordinance as written.

2. Consent Agenda:

Councilmember Gabler moved approval of the Consent Agenda excluding items H, I, and J. 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 \$947,484.60.**
- B. Consideration of approving new hires and departures for City departments. **Action taken: Approved the hires for MCC and departures for MCC, Parks, Fire, and Liquor Store.**
- C. Consideration of approving the sale/disposal of surplus city property. **Action taken: No report this cycle.**
- D. Consideration of approving annual liquor license renewals for 2023-2024. **Action taken: Licenses were approved.**
- E. Consideration of approving a special event permit for the annual Riverfest celebration on July 14-16, 2023, and approving a temporary liquor license submitted by the Monticello Lions. **Action taken: Event permit was approved.**
- F. Consideration of approving appointment of Cory Ritter to the Industrial Economic Development Committee (IEDC) for a term ending December 31, 2023. **Action taken: Approved the appointment.**

- G. Consideration of *not* waiving monetary limits on municipal tort liability established by Minnesota Statutes. **Action taken: Authorized not waiving monetary limits.**
- H. Consideration of adopting Resolution 2023-40 adopting the Wright County All-Hazard Mitigation Plan. **Action taken: ITEM WAS REMOVED FROM THE CONSENT AGENDA.**
- I. Consideration of adopting Resolution 2023-41 approving an amendment to Country Club Manor Second Addition (Headwaters West) Planned Unit Development District. **Action taken: ITEM WAS REMOVED FROM THE CONSENT AGENDA.**
- J. Consideration of approving Change Order #1 for School Boulevard Safe Routes to School Project in the amount of \$31,602.25 and PUD Adjustment conditions modification. **Action taken: ITEM WAS REMOVED FROM THE CONSENT AGENDA.**
- K. Consideration of accepting quotes and awarding contract to Northwest Asphalt and Maintenance for the 2023 Crack Seal Project in the amount of \$90,285. **Action taken: Awarded contract to Northwest Asphalt and Maintenance.**
- L. Consideration of authorizing Braun Intertec to complete geotechnical explorations for the construction of a new public works facility at a cost of \$27,700. **Action taken: Authorized Braun Intertec to conduct geotechnical explorations.**
- M. Consideration of adopting Resolution 2023-42 accepting improvements and authorizing final payment of \$60,529.40 to Castrejon, Inc. for the installation of FiberNet Facilities in the Stony Brook development. **Action taken: Adopted Resolution accepting improvements and authorizing final payment to Castrejon, Inc.**
- N. Consideration of approving a Special Event Permit allowing use of Ellison Park, city streets and related assistance for Party in the Park on Thursday, July 13, 2023, and approving temporary liquor license for VFW for the event. Applicant: Monticello Chamber of Commerce. **Action taken: Approved special event permit and temporary liquor license.**
- O. Consideration of approving a special event permit allowing use of Ellison Park and related assistance in conjunction with Art in the Park/Taste of Monticello on Saturday, July 15, 2023. Applicant: Monticello Chamber of Commerce. **Action taken: Approved special event permit.**

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

2H. Consideration of adopting Resolution 2023-40 adopting the Wright County All-Hazard Mitigation Plan

Councilmember Gabler removed the item for comments. The Emergency Manager contact needs to be update and nuclear disaster is not included in the plan. Rachel Leonard noted that nuclear disaster plan is operated through the State, and they work with the County. This plan is focused on natural disasters, but the city can ask that this be updated to reflect the nuclear disaster plan before adoption by FEMA.

Councilmember Gabler moved for approval of the plan. Councilmember Hinz seconded the motion. Motion carried unanimously.

2I. Consideration of adopting Resolution 2023-41 approving an amendment to Country Club Manor Second Addition (Headwaters West) Planned Unit Development District

Councilmember Gabler removed the item to question whether or not the amendment sets a precedent. Steve Grittman responded that it does not set a precedent, as it is project specific.

Councilmember Gabler moved to adopt the resolution. Councilmember Martie seconded the motion. Motion carried unanimously.

2J. Consideration of approving Change Order #1 for School Boulevard Safe Routes to School Project in the amount of \$31,602.25 and PUD Adjustment conditions modification

Councilmember Gabler removed the item for clarification on contractor's business title and make sure that the change order was discussed with the school.

Councilmember Gabler moved approval of Change Order #1. Councilmember Murdoff seconded the motion. Motion carried unanimously.

3. Public Hearings:

A. Consideration of adopting Resolution 2023-43 authorizing Amendments to the UMC Minnesota Investment Fund (MIF) Grant Agreement and the MIF Loan Agreement extending the job creation compliance timeline from June 30, 2023, to June 20, 2024

Jim Thares, Economic Development Manager, presented the item and gave a brief overview and noted that the amendment will extend the grant

performance timeline from June 2023 to June 2024 to meet their job creation requirements.

Mayor Hilgart opened the public hearing. No one testified. Mayor Hilgart closed the public hearing.

Councilmember Hinz moved to adopt resolution authorizing the amendment. Councilmember Gabler seconded the motion. Motion carried unanimously.

B. Consideration of adopting Resolution 2023-44 ordering improvement for the Downtown Roadway and Pedestrian Improvements Project

Matt Leonard, City Engineer/Public Works Director, presented the item and gave an overview of the project which includes new sidewalk construction and sanitary sewer improvements and Broadway Street and Walnut Street. The preliminary assessment roll indicates an assessment of \$3650 per sewer connection and \$5,009 per parcel for sidewalk. The total project cost is estimated at \$1,113,491.60 with assessments totaling \$191,870.90.

The schedule for the project includes construction commencing late July 2023 with substantial completion in October 2024.

Mayor Hilgart opened the public hearing. The following individual testified:

Bill Miller, 111 W. Broadway Street; Mr. Miller spoke against the proposed new sidewalk and the assessment for the sidewalk, as the sidewalk does not benefit the property owner. He is concerned that the location of the sidewalk is not safe because the traffic moves fast in this area. He also questioned whether the city could talk to the school about allowing parking when their driveway is not accessible.

Mayor Hilgart closed the public hearing.

City Councilmembers discussed the project and the support of assessing for new sidewalks. Councilmember Hinz questioned where funding would come from if the sidewalk costs were not assessed. Sarah Rathlisberger, Finance Director, noted that the funds would come from liquor store and DMV transfers and from Capital Projects fund.

Mayor Hilgart commented that precedent was set on a similar project on Elm Street with the school and sidewalk connection. Councilmember Murdoff commented that the assessment is high and could be lowered. Councilmembers Gabler and Martie both noted their support of no assessment for sidewalks.

Councilmember Gabler moved to adopt Resolution 2023-44 ordering improvements with amendment that sidewalks would not be assessed. Councilmember Hinz seconded the motion. Motion carried unanimously.

4. Regular Agenda:

5. Adjournment:

The meeting was adjourned at 7:48 p.m.

Recorder: Jennifer Schreiber _____

Approved:

Attest: _____

City Administrator

DRAFT