

REGULAR MEETING – MONTICELLO CITY COUNCIL
Monday, June 12, 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 Murdoff moved approval of the agenda. Councilmember Hinz seconded. Motion carried unanimously.

C. Approval of Meeting Minutes

- Regular Meeting Minutes from May 22, 2023

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

D. Citizen Comments

- Jill Nelson, 4787 Cheyenne Court, questioned whether there were plans for sidewalk on Fallon Avenue near Little Mountain School. Matt Leonard, City Engineer/Public Works Director, noted that there are future plans for Fallon Avenue that include new utilities, however, funding is still in question. When the utilities/road are reconstructed, sidewalks will be included.

E. Public Service Announcements

- Haley Foster, Communications & Marketing Specialist, gave an update on the following:
 - The 2022 Consumer Confidence/Annual Water Report now available
 - Odd/Even Law Watering Schedule
 - Promote the City of Monticello's Projects Page & Construction Alerts
 - PAR Needs Assessment Survey
 - Music on the Mississippi
 - Farmers Market

F. Council Liaison Updates

- **BCOL** – Councilmember Murdoff gave an update on the June 3, 2023, meeting. The board discussed the design for new athletic fields and overflow parking and a possible new shelter.
- **IEDC** – Councilmember Hinz provided a recap of the June 6, 2023, meeting. The IEDC received a presentation on workforce by Wright County Economic Development.
- **Planning Commission** – Councilmember Gabler gave an update on the Planning Commission meeting held June 6, 2023. There was a joint meeting of the Planning Commission and City Council before the regular meeting. This joint meeting was in regard to a concept plan for development proposal for housing project. The regular meeting included three public hearings: conditional use permit for accessory structure; conditional use permit for home occupation; and amendment to comprehensive plan.

G. Department Update

- **Legislative Update** – Rachel Leonard, City Administrator, gave an update on the latest legislation affecting the City.
- **Engineering/Public Works Update** – Matt Leonard gave an annual update of the Engineering Department and Public Works Department.
- **Construction Update** – Matt Leonard commented on the status of constructions projects in the city.

2. Consent Agenda:

Councilmember Murdoff moved approval of the Consent Agenda. Councilmember Hinz 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 \$1,231,443.95.**
- B. Consideration of approving new hires and departures for City departments. **Action taken: Approved the hires for Streets, Hi-Way Liquors, and MCC and terminations for MCC, Parks, Hi-Way Liquors, and DMV.**
- C. Consideration of approving the sale/disposal of surplus city property. **Action taken: Approved as presented.**
- D. Consideration of adopting Resolution 2023-45 accepting donations of \$2,298.48 from the Wright County Fire Chief Association for Fire Department rescue harnesses and \$370 from Reinke Food for Hi-Way Liquor general use. **Action taken: Adopted the resolution accepting donations.**

- E. Consideration of approving an application for a temporary gambling permit for a raffle and bingo to be conducted by the Wright County Ducks Unlimited, Chapter 39 on July 30, 2023, at Nordic Brew Pub, 530 Cedar Street. **Action taken: Approved the temporary gambling permit.**
- F. Consideration of approving a special event permit for You're Not Alone for Raise the Ruff event on June 21, 2023. **Action taken: Approved the special event permit.**
- G. Consideration of amending 2023 city facility hours calendar to include Juneteenth and approval of additional holiday hours. **Action taken: Approved the amendment to calendar and additional holiday hours.**
- H. Consideration of approving plans and specifications and authorizing the advertisement of bids for the Flashing Yellow Arrow (FYA) Upgrades Project. **Action taken: Approved plans and specifications and authorized advertisement of bids.**
- I. Consideration of adopting Resolution 2023-46 calling for a public hearing on June 26, 2023, for vacation of drainage and utility easements as legally described for portion of Country Club Manor 2nd Addition. **Action taken: Public hearing was set for June 26, 2023.**
- J. Consideration of approving quote from Michels Power, Inc. for FiberNet installation within the Country Club Manor 2nd development for \$78,012.93. **Action taken: Approved contract with Michels Power, Inc. for \$78,012.93.**
- K. Consideration of approving the purchase of a permanent easement for improvements to County Ditch 33 for a total amount of \$63,000. **Action taken: Approved the purchase for \$63,000.**
- L. Consideration of approving a contract with McDowall Company for the replacement of HVAC system and connection of boilers for the Wastewater Treatment Plant in the amount of \$83,054. **Action taken: Approved the contract with McDowall Company for \$83,054.**
- M. Consideration of approving a contract with RJM Construction for repairs to the Monticello Community Center for a total cost of \$166,613 contingent on approval from the League of MN Cities Insurance Trust. **Action taken: Approved the contract with RJM Construction for \$166,613.**

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

3. Public Hearings:

4. **Regular Agenda:**

Consideration of adopting Resolution 2023-47 accepting bids and awarding project to New Look Contracting, Inc. for the 2023 Elm Street Improvements Safe Routes to School Project in the amount of \$1,174,235.25 and adopting Resolution 2023-48 accepting the grant

Matt Leonard gave a brief overview of the project. He noted that three bids were received with the lowest bid being submitted by New Look Contracting. He noted that the West 7th Street retaining wall by cub and the sidewalk by Wiha will be delayed until 2024 because of budget concerns.

As part of the project, the City received a \$500,000 grant from MNDOT to help offset costs.

There was minimal discussion by the City Council.

Councilmember Gabler moved to adopt Resolution 2023-47 accepting bids and awarding project to New Look Contracting, Inc. and Resolution 2023-48 accepting the Safe Routes to School grant. Councilmember Murdoff seconded the motion. Motion carried unanimously.

5. **Adjournment:**

The meeting was adjourned at 7:17 p.m.

Recorder: Jennifer Schreiber _____

Approved:

Attest: _____

City Administrator