

REGULAR MEETING – MONTICELLO CITY COUNCIL
Monday, July 10, 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 the motion. Motion carried unanimously.

C. Approval of Meeting Minutes

- Regular Meeting Minutes from June 26, 2023

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

D. Citizen Comments

- Dave Wilhelm, 512 East River Street, expressed concern about illegal fireworks being discharged in the City. He requested that the City review the issue and provide guidance on reducing this nuisance. The fireworks are disturbing the peace and are a safety hazard. He suggested there be an increase in education and issuing citations.

E. Public Service Announcements

- Jennifer Schreiber, City Clerk, noted the following public announcements:
 - Riverfest Celebration and Riverfest Park Closures
 - Monticello Community Center Block Party
 - Parks, Arts, and Recreation Needs Assessment
 - Farmers Market Power of Produce Kids Club
 - Music on the Mississippi

F. Council Liaison Updates

- **EDA** – Councilmember Hinz provided a recap of the June 28 meeting. The EDA authorized a loan deferment for Rustech Brewing and adopted a resolution decertifying TIF District 1-22.

- **Planning Commission** – Councilmember Gabler commented on the meeting held on July 5. There was one public hearing on a conditional use permit for Culvers for a second drive through.

G. Department Update

- **Community Development Update** – Angela Schumann, Community Development Director, gave a presentation on the City’s Development Services Department which includes Community Development, Building Safety & Code Enforcement, and Economic Development.
- **Construction Update** – Matt Leonard, City Engineer/Public Works Director, commented on the status of constructions projects in the city.

2. Consent Agenda:

Councilmember Murdoff moved approval of the Consent Agenda. Councilmember Martie 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 \$1,215,197.96.**
- B. Consideration of approving new hires and departures for City departments. **Action taken: Approved the hires for the Community Center and for the Fire Department and departures for Hi-Way Liquor.**
- C. Consideration of approving the sale/disposal of surplus city property. **Action taken: No report this cycle.**
- D. Consideration of adopting Resolution 2023-59 accepting donations for the Farmers Market Power of Produce program. **Action taken: Resolution accepting donations was adopted.**
- E. Consideration of approving a special event permit for VFW Summerfest on August 19, 2023. **Action taken: Approved the special event permit including use of city resources and contingent on notification of surrounding property owners of the event.**
- F. Consideration of approving a special event permit for Monticello’s Lets Chalk on September 9 & 10, 2023, allowing the closure of a portion of 5th Street West and a portion of the Monticello Community Center parking lot. **Action taken: Approved the special event permit.**
- G. Consideration of authorizing a payment to the Coalition of Utility Cities (CUC) for Monticello’s share of the 2023-2024 membership dues in the amount of \$43,019. **Action taken: Approved the payment for membership dues.**

- H. Consideration of approving entering into a grant agreement for the Safe Streets for All Federal Program's Plan Grant awarded to the City of Monticello. **Action taken: Approved the grant agreement.**
- I. Consideration of accepting quotes and authorizing purchase of two 2023 Kubota RTV 520s and two ballfield groomer attachments for a total of \$32,942 for the Parks, Arts, & Recreation Department in conjunction with the Central Equipment Fund and declaring the Toro Workman and Cushman equipment as surplus property. **Action taken: Approved the purchase.**
- J. Consideration of adopting Resolution 2023-60 accepting improvements and authorizing final payment of \$90,285 to Northwest Asphalt & Maintenance for the 2023 crack seal project. **Action taken: Resolution accepting improvements and authorizing final payment was adopted.**
- K. Consideration of adopting Resolution 2023-62 authorizing the preparation of a Feasibility Report for the School Boulevard Intersection Improvements Project and approving a contract with Hakanson Anderson to provide engineering services at a price of \$235,500. **Action taken: Resolution authorizing the feasibility report was adopted.**
- L. Consideration of adopting Resolution 2023-63 approving an extension to October 30, 2023, for the Haven Ridge 2nd Addition Final Plat and Development Contract and Planned Unit Development. Applicant: Marc Schulte (Haven Ridge LLC). **Action taken: Adopted Resolution 2023-63 contingent on compliance with the conditions listed in Exhibit Z and identified in said resolution.**
- M. Consideration of adopting Resolution 2023-64 approving assignment/transfer of the Haven Ridge 2nd Addition Plat and PUD approvals. **Action taken: Adopted Resolution 2023-64 including updates to the Development Contract and Planned Unit Development, contingent on the conditions of Exhibit Z of the staff report, and authorized the Mayor and City Administrator to negotiate and specify final changes or amendments to the Development Contract and Planned Unit Development necessary to more fully execute the intention of the City Council with respect to the Haven Ridge 2nd Addition plat and PUD, including direction by the City Attorney as related to the required consents.**
- N. Consideration of adopting Resolution 2023-65 accepting a grant from the Minnesota Department of Transportation for the Flashing Yellow Arrow (FYA) Upgrades Project. **Action taken: Resolution accepting the grant was adopted.**
- O. Consideration of adopting Resolution 2023-66 accepting a grant from the Minnesota Department of Transportation for the Downtown Roadway and

Pedestrian Improvements Project. **Action taken: Resolution accepting the grant was adopted.**

3. **Public Hearings:**

4. **Regular Agenda:**

A. **Consideration of adopting Resolution 2023-61 approving the plans, specifications and authorizing advertisement of bids for the Bertram Chain of Lake Regional Athletic Park Phase II Improvement**

Tom Pawelk, Parks & Recreation Director, presented the plans and specifications for the BCOL Regional Athletic Park Phase II Improvements. Mr. Pawelk gave a brief history of the park and plans for the future. The proposed set of core infrastructure improvements include expanding the parking lot, installing electrical services, expanding trails, paving parking stalls, and many other improvements.

The CIP includes \$1,000,000 for improvements at Bertram Chain of Lakes Regional Athletic Park for 2023. The project will be funded from the Park and Pathway Improvement Fund. The current engineer's estimate, which includes bid alternates, is approximately \$1,300,000.

The Council briefly discussed the item.

Councilmember Gabler moved to adopt Resolution 2023-61 approving the plans, specifications and authorizing advertisement of bids for the Bertram Chain of Lake Regional Athletic Park Phase II Improvement. Councilmember Murdoff seconded the motion. Motion carried unanimously.

5. **Adjournment:**

The meeting was adjourned at 7:28 p.m.

Recorder: Jennifer Schreiber _____

Approved:

Attest: _____

City Administrator