February 20, 2024
Regular City Council Meeting

A regular monthly meeting of the Sebeka City Council was called to order on February 20, 2024, at 6:30 pm by Mayor Anderson. A quorum of the council was present including Anderson, Connor, Grewing, and Lillquist. Hanson was absent. City staff members in attendance include Hahn, Haman, Hoppe, Lane and Roberts. Guests include Andy Beadell and Chelsea Alger of Bolton and Menk. Matt Johnson attended for the media.

The Pledge of Allegiance was recited.

Changes to the agenda included: Add 9D, 5-10, Resolutions and purchase agreements for Northern Acres Lot Sales/Transfers; 9E – Parcel split request..

There were no changes to the consent agenda.

MOTION by Connor, second by Lillquist to approve the agendas as amended, and authorizing all items listed on the consent agenda. Voting in favor: Anderson, Connor, Grewing, and Lillquist; Opposed: None. Motion Carried.

PUBLIC COMMENTS: NONE

PRESENTATIONS:

ANDY BEADELL AND CHELSEA ALGER accepted a Certificate of Appreciation from Mayor Anderson to Phil Martin and the staff at Bolton & Menk for their assistance in obtaining a very favorable PFA funding package for the 2023 water infrastructure projects.

DEPARTMENT REPORTS:

Police Department Report: Reviewed monthly department report. There were 129 calls for service in January. Mayor Anderson presented Chief Lane with a certificate of appreciation for successful completion of the POST Board audit of policy and training files. Lane reports that most of the tough book computers have been received. Reviewed photos and discussed property at 317 2nd St SE.

MOTION by Connor, second by Grewing to contact the attorney to begin the abatement process for 317 2nd St SE. Voting in favor: Anderson, Connor, Grewing, and Lillquist; Opposed: None. Motion Carried.

CLOSED SESSION:

MOTION by Grewing, second by Lillquist to close the meeting to discuss security items pursuant to MN Statute 13D.05 subd. 3(d). Voting in favor: Anderson, Connor, Grewing, and Lillquist; Opposed: None. Absent: Hanson; Motion Carried.

Those in attendance in the closed session include: Anderson, Grewing, Connor, Lillquist, Hahn and Lane.

REOPENED:

MOTION by Connor, second by Grewing to re-open the meeting. Voting in favor: Anderson, Connor, Grewing, and Lillquist; Opposed: None. Absent: Hanson; Motion Carried.

Anderson reported that security concerns not of a public nature were discussed during the closed meeting.

Liquor Store Report: Roberts presented the department report, including a list of upcoming activities, such as a bean bag tournament. C&C bingo went well, as did the cribbage tournament. Financial reports were reviewed. Discussed inventory levels, which are higher than typically carried under previous managers. Hahn expressed thanks to Roberts for the great job he has been doing as manager.

Public Works Report: Tom Hoppe presented the department report. Tom reported that the new city hall sign has arrived but cannot be mounted onto the building as planned. Requesting council to approve spending approximately $1200 to build a nice sturdy steel frame for mounting the sign.

MOTION by Grewing, second by Lillquist to approve an amount not to exceed $1500 to construct a steel frame for the new city hall sign. Voting in favor: Anderson, Connor, Grewing, and Lillquist; Opposed: None. Motion Carried.

Hahn received a request to add streetlights in Northern Acres. PW staff was tasked with looking into need for streetlights throughout the city and try to get some cost estimates. They found seven (7) intersections that currently do not have a streetlight. They were asked to follow up with Lane to see if any locations are an identified safety concern. Discussed the city garage/shop building is falling apart. Those who have looked at it feel it is beyond repair and needs to be replaced. Hoppe was asked to provide additional quotes. Discussed the fact that some of our streets are in major need of repairs. Becker Ave, from the school to 5th street; 5th St SW; and Hubbard Ave N all need work. Hahn reports the most recent information indicates there will be a one-year lag in receiving the new dedicated street funds, but organizations such as the LMC and MAOSC are encouraging legislators to come up with special one-time funds for this year. Hoppe will obtain some quotes for the needed repairs. Hahn reported that they are planning to apply for a Sourcewell grant to obtain a new skid steer.

Fitness Center: discussed the request to add a water fountain in the fitness center. It was decided not to move forward with anything. There is a sink in each of the bathrooms where water is available.

Housing Expansion discussed three potential locations for housing expansion. Only one is owned by the city. Hahn will reach out to Bolton Menk for estimates on adding necessary infrastructure in each of the areas.

Fire Department Report: The fire department report was reviewed. There were 17 calls for service in January, including 14 rescues, 1 vehicle, 1 mutual aid, and 1 cancelled call. Haman reports that we are still several months out from refurbishing the pumper truck. The annual fire department meeting with the townships will be held on March 27. Hahn will post the meeting.

Administration: Reviewed the administrator report which included a list of activities for the past month. Hahn reports she spent a lot of time working on documents related to Norther Acres lot sales/transfers. Anderson asked if any of the items listed could be performed by the deputy clerk. Hahn responded that there are some limitations due to need for segregation of duties. Reviewed the letter form Eide Bailly pertaining to the 2023 financial audit.

MOTION by Connor, second by Lillquist to authorize Hahn to sign the audit engagement letter with Eide Bailly for the 2023 financial audit. Voting in favor: Anderson, Connor, Grewing, and Lillquist; Opposed: None. Motion Carried.

OLD BUSINESS:

Employee Handbook/Personnel Policy Manual – Council members requested additional time to review the manual before deciding whether to adopt it. Hahn will add it to the March agenda.

NEW BUSINESS:

Sourcewell annual meeting: No council members are available to attend the meeting. In past years, administrative staff has attended on their behalf, but that is no longer allowed by Sourcewell.

Proposed Ordinance on Council Pay: reviewed the ordinance 2024-01 draft requested at last month's meeting. After some discussion, there was no motion made to move forward with adopting the ordinance.

Resolution 2024-06: The resolution was reviewed and discussed. Hahn indicated if it was adopted, a copy would be sent to the governor's office, and to our local legislators.

MOTION by Connor, second by Grewing to adopt Resolution 2024-06 declaring opposition to the redesign of the MN flag and seal. Voting in favor: Anderson, Connor, Grewing, and Lillquist; Opposed: None. Motion Carried.

Northern Acres Estates**:** Resolutions and purchase agreements were reviewed for multiple lots in northern acres. Hahn reported that if council approves all of the requests, there would only be one lot left.

MOTION by Connor, second by Grewing to adopt Resolution 2024-07 authorizing conveyance of 1 lot in Northern Acres under incentive plan, with a 2nd lot sold in the amount of $5,000, to Hunter and Arianne Schock; and authorization to sign the purchase agreement and any other documents required to complete this transaction. Voting in favor: Anderson, Connor, Grewing, and Lillquist; Opposed: None. Motion Carried.

MOTION by Connor, second by Lillquist to adopt Resolution 2024-08 authorizing conveyance of 1 lot in Northern Acres to Jacob Carlson for the purchase price of $2,500, and authorization to sign the purchase agreement and any other documents required to complete this transaction. Voting in favor: Anderson, Connor, Grewing, and Lillquist; Opposed: None. Motion Carried.

MOTION by Grewing, second by Lillquist to adopt Resolution 2024-09 authorizing conveyance of 1 lot in Northern Acres to Jacob Putikka for the purchase price of $2,500, and authorization to sign the purchase agreement and any other documents required to complete this transaction. Voting in favor: Anderson, Connor, Grewing, and Lillquist; Opposed: None. Motion Carried.

MOTION by Lillquist, second by Connor to adopt Resolution 2024-10 authorizing conveyance of 1 lot in Northern Acres to Mason Putikka for the purchase price of $2,500, and authorization to sign the purchase agreement and any other documents required to complete this transaction. Voting in favor: Anderson, Connor, Grewing, and Lillquist; Opposed: None. Motion Carried.

MOTION by Grewing, second by Lillquist to adopt Resolution 2024-11 authorizing conveyance of 1 lot in Northern Acres to Scarlett Lausten for the purchase price of $3,000, and authorization to sign the purchase agreement and any other documents required to complete this transaction. Voting in favor: Anderson, Connor, Grewing, and Lillquist; Opposed: None. Motion Carried.

Parcel Split Request: Reviewed and discussed request from Matt Palmer to split parcel R19-134-1020 so he can square up his parcel and transfer the nub portion back to the adjacent landowner. They felt this is how the parcel was previously laid out, but it was somehow changed at the courthouse. The courthouse told him he needed council approval to change it.

MOTION by Grewing, second by Lillquist to approve the parcel split request by Matt Palmer for parcel R 19-134-1020. Voting in favor: Anderson, Connor, Grewing, and Lillquist; Opposed: None. Motion Carried.

ADJOURN:

Having no other business before the council,

MOTION by Lillquist, second by Connor, to adjourn the meeting. Voting in favor: Anderson, Connor, Grewing, and Lillquist; Opposed: None. Motion Carried.

Meeting adjourned at 8:03 p.m.

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David A. Anderson, Mayor

ATTEST:

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Cheryl Hahn, City Administrator