

June 11, 2019

The regular meeting of the City Council of the City of Sleepy Eye was held in the Council Chambers, 200 Main Street East, Sleepy Eye, MN at 7 p.m. on the 11<sup>th</sup> day of June, 2019 per due call and notice. Mayor Wayne Pelzel and Councilors Nathan Stevermer, Douglas Pelzel, Joann Schmidt and Larry Braun were present. Councilor Gary Windschitl was absent. Also present were Interim City Manager Bob Elston, City Attorney Alissa Fischer, City Engineer Dave Palm, Police Chief Matt Andres, EDA Director Kurk Kramer, Fire Chief Ron Zinniel and City Clerk Michelle Strate.

Councilor Braun moved to approve the minutes of the May 11, 2019 regular meeting. Councilor Schmidt seconded the motion and the motion carried.

Councilor Pelzel called for First Reading of the land swap with Schiefferts. The City would trade 70 acres of land in the Southern part of the Snow Farm for 42 acres of Schieffert Land in the NE corner.

Councilor Schmidt called for First Reading of the Tiedeken offer to purchase residential lot on Snow Farm for \$29,384.41 which includes assessments. Deferring sanitary sewer and water main. The breakdown of the cost is \$1,000 for the land and \$28,384.41 for assessments.

Motion made by Councilor Braun to approve a five-year agreement to allow NuVera install WiFi at Sportman's Park. They will install the cable/fiber and maintain it. The City will be responsible to supply two poles. Motion was seconded by Councilor Pelzel. The motion carried.

A Motion was made by Councilor Schmidt to set a date for July 1, 2020 for the property located at Lot 13, Block 1, 1<sup>st</sup> Addition to the Snow Farm, to be cleared. Motion was seconded by Councilor Stevermer and motion carried. City Manager Elston will prepare and mail letter to occupant notifying them of the notice to vacate the property.

Councilor Stevermer moved not to object to the following applications to the MN Gambling Control Board:

8/4/19 St. Mary's Church annual festival

Councilor Braun seconded the motion and the motion carried.

City Attorney Fischer reported on the following:

- A. Reported on the Rental Ordinance open forum that took place on June 6, 2019 at 6:00 p.m. Set a special meeting for council to go through the Ordinance on June 24, 2019.
- B. Surveying Ordinance. Councilor Schmidt called for Second Reading of the Ordinance #151, An Ordinance Requiring Surveying for Construction, Alterations, and Additions to Structures. Councilor Stevermer seconded the motion and motion carried.
- C. Went through the potential terms of the Food Truck Ordinance. Attorney Fischer stated that she will be making changes and bring back at the July meeting.
- D. Councilor Schmidt called for Second Reading for Ordinance #152 An Ordinance for Selling Real Estate to Larry & Lisa Pelzel. Councilor Stevermer seconded the motion and motion carried. Councilor Pelzel abstained from vote.

- E. City Code Ordinance. Councilor Braun called for Second Reading of Ordinance #153 An Ordinance Amending City Code Section 7-3-4, "City May Order Work Done". Councilor Pelzel seconded the motion and motion carried.

Sara Oberloh, representing the firm of Oberloh & Associates, LTD was present to review the FYE 12/31/18 audit report of the various funds of the city. Oberloh went over the internal control and compliance issues and explained the financial analysis. The City's total debt decreased by \$998,323 or 8.4% during the 2018 fiscal year. The audit must be filed with the State by June 30, 2019. Councilor Schmidt moved to approve the 2018 Audit Report. Councilor Braun seconded the motion and the motion carried.

City Engineer Dave Palm reported on the following:

- A. 2020 Street & Utility Improvements Project  
Continuing with Design. Survey is nearly complete. Consideration Petition for T-Alley by Ron Myers & Neighbors between 1<sup>st</sup> and 2<sup>nd</sup> Ave NE
- B. 12<sup>th</sup> Ave NE & St. Mary's St. Project  
Councilor Schmidt called for First Reading of the Plat including Lots and Right of Way on Elm.  
Design / Plans are ongoing  
Marti Easements are complete. Cemetery – Permanent Street & Utility Easement has been approved & recorded  
CP Railroad – schedule to do RR work in fall of 2020  
Funding – DEED – need resolution for City Funds allocation for project  
Construction Schedule
- 2020 - Utilities & Grade & Gravel
  - 2020 Fall – RR to work on the tracks
  - 2020 Fall – Open road with interim gravel surface?
  - 2021 - Curb & Gutter and Bituminous Surfacing
- C. 12th Avenue SE (Adjacent to proposed Frontier Labs Lot)  
MR Paving completed road surface gravel & bit.patch with utilities. Partial Pay  
Estimate No. 1 = \$4,142.95. To be complete by June 30, 2019
- D. 2019 Airport Lighting Project  
Consider MnDOT Aeronautics Grant Agreement
- E. Upcoming Brown County Highway Imp. within City Limits.  
CSAH 34 & 35 / 1<sup>st</sup> Ave. N & St. Mary's & 3<sup>rd</sup> Ave NE  
2021 construction Start. 1<sup>st</sup> Ave N. = Full Reconstruct  
2022 St. Mary's & 3<sup>rd</sup> = Mill & Overlay & Misc ADA Fixes  
CSAH 33 & 34 / Prescott St. & 4<sup>th</sup> Ave NW & Rice  
Mill & Overlay & Misc ADA Fixes  
CSAH 35 / 1<sup>st</sup> Ave. S. & Southdale  
2024l Re-Construction
- F. Brown County Ditch Systems, Re-determinations. CD-72 – West Part of the City

Outside City Limits = 131.77 Acres / 19.02% Benefits / \$1142 Cost  
Inside City Limits = 305 Acres / 32.7 % Benefits / \$1961  
CD-5 – North and Northwest Part of the City  
Inside City Limits = 320 Acres / 2.1974 % Benefits / \$9,537

Interim City Manager Bob Elston reported on the following:

- A. \$985,000 Grant – DEED wants to know we have funds we would dedicate so we can lock DEED funds. We will bond for it at the end of the project. Councilor Braun made motion to approve the Resolution. Councilor Stevermer seconded the motion and motion carried.

**RESOLUTION NO. 2-2019**  
**DEDICATING FUNDS TO**  
**TWELVE AVENUE NE/ST. MARY’S STREET PROJECT**

Be it resolved, that the City Council for the City of Sleepy Eye (hereinafter City), hereby has dedicated the cash sum of One Million Seven Hundred Sixty Thousand Two Hundred Fourteen and no/100ths (\$1,760,240.00) from Public Utility Funds to the Twelve Avenue NE/St. Mary’s Street Project within the City of Sleepy Eye, Brown County, Minnesota.

I certify that the above resolution was adopted by the City Council of the City of Sleepy Eye on June 11, 2019.

\_\_\_\_\_  
Wayne Pelzel, Mayor

I hereby certify and attest that the City Council of the City of Sleepy Eye, Minnesota, did pass the above Resolution on June 11, 2019, in accordance with the Charter Provisions and state laws provided therefore.

Dated: \_\_\_\_\_

\_\_\_\_\_  
Michelle Strate, City Clerk

State of Minnesota    )  
                                  )ss.  
County of Brown     )

This instrument was acknowledged before me on \_\_\_\_\_, 2019, by Wayne Pelzel, as Mayor and by Michelle Strate, as City Clerk of the City of Sleepy Eye, a Municipal Corporation.

\_\_\_\_\_  
Notary Public

B. Resolution to authorize the City Manager and Mayor to sign for the Grant. Councilor Pelzel made a motion to approve the Resolution and Councilor Stevermer seconded. Motion carried.

**RESOLUTION  
AUTHORIZATION TO EXECUTE  
MINNESOTA DEPARTMENT OF TRANSPORTATION  
GRANT AGREEMENT FOR AIRPORT IMPROVEMENT  
EXCLUDING LAND ACQUISITION**

It is resolved by the **City of Sleepy Eye** as follows:

1. That the state of Minnesota Agreement No. **1034435**, "Grant Agreement for Airport Improvement Excluding Land Acquisition," for State Project No. **A0802-20** at the **Sleepy Eye Municipal Airport** is accepted.
2. That the \_\_\_\_\_ and \_\_\_\_\_ are  
(Title) (Title)  
authorized to execute this Agreement and any amendments on behalf of the  
**City of Sleepy Eye.**

**CERTIFICATION**

STATE OF MINNESOTA

COUNTY OF \_\_\_\_\_

I certify that the above Resolution is a true and correct copy of the Resolution adopted by the

\_\_\_\_\_  
(Name of the Recipient)

at an authorized meeting held on the \_\_\_\_\_ day of \_\_\_\_\_, 2019  
as shown by the minutes of the meeting in my possession.

Signature: \_\_\_\_\_  
(Clerk or Equivalent)

\_\_\_\_\_  
CORPORATE SEAL /OR/ NOTARY PUBLIC

My Commission Expires: \_\_\_\_\_

There were no miscellaneous correspondence was included in agenda packets.

Chief of Police Andres reported that the signs at the ends of the town are working. It was discussed if the City can add a stop sign going East at intersection of 3<sup>rd</sup> Ave NE and St. Mary's.

Chief Andres indicated that an Evidence Specialist came to inspect the new Police Station and new evidence lockers are not needed.

Councilor Stevermer moved to approve the May Police Report and the May Cash Fund Balances as of May 31, 2019. Councilor Schmidt seconded the motion and the motion carried.

Councilor Schmidt moved to approve and allow payment of the monthly bills as presented. Councilor Pelzel seconded the motion and the motion carried.

There was no other business and the meeting was properly adjourned at 8:33 p.m.

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Wayne Pelzel, Mayor

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Michelle Strate, City Clerk