

December 10, 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 10<sup>th</sup> day of December, 2019 per due call and notice. Mayor Wayne Pelzel and Councilors Gary Windschitl, Nathan Stevermer, Douglas Pelzel and Joann Schmidt. Councilor Larry Braun was absent. Also present were City Manager Bob Elston, City Attorney Alissa Groen, City Engineer David Palm, Police Chief Matt Andres, EDA Director Kurk Kramer and City Clerk Michelle Strate.

Councilor Schmidt moved to approve the minutes of the November 12, 2019 regular meeting. Councilor Pelzel seconded the motion and the motion carried.

Mayor Pelzel appointed Linda Tiedeken to the Housing and Redevelopment Authority Board and requested Council approval. Councilor Windschitl made a motion to approve the Mayor's appointment. Motion was seconded by Councilor Pelzel and motion carried.

Councilor Windschitl made a motion to approve two community grants for Little Sprouts Learning Center. \$500 for 2019 and \$500 for 2020. Councilor Stevermer seconded the motion and motion carried.

Mayor Pelzel opened the Truth-In-Taxation Hearing. City Manager Elston reviewed the preliminary 2020 budget. The proposed tax levy is a 7% or \$92,500.00 increase from 2019. Councilor Pelzel moved to approve the final 2020 budget. Councilor Windschitl seconded the motion and the motion carried. Mayor Pelzel closed the hearing.

A motion was made by Councilor Windschitl to approve the purchase of a new play feature at the Water Park to replace the lily pads that broke. This new feature is a Shark. Councilor Stevermer seconded the motion and motion carried.

Councilor Pelzel made a motion to approve a reservation program called Perfect Minds for City of Sleepy Eye camping. The cost will be \$12,000 for the first year - \$6,000 for one time implementation fee and \$6,000 for the annual subscription fee. There will be \$6000 annual subscription fee for five years. This program will initially be used for camping reservations. We will expand into other features when we are ready. Councilor Windschitl seconded the motion and the motion carried.

Councilor Stevermer made a motion to approve to not waive the state's statutory tort limits. Motion was seconded by Councilor Schmidt and motion carried.

Councilor Schmidt made a motion to approve to certify unpaid bills to Brown County for collection on taxes. Councilor Windschitl seconded the motion and motion carried.

Councilor Stevermer made a motion to approve the write-off's of the PUC balances. Councilor Pelzel seconded the motion and motion carried.

Councilor Stevermer moved to approve the following annual tobacco license renewals effective January 1, 2020. Casey's Retail Co. dba Casey's General Store; Janu-4 LLC dba Freedom Valu Center; Scott J. Meyer dba Meyer's Bar and Lounge; and, Staples Enterprises Inc. dba ExpressWay-Sleepy Eye. Councilor Windschitl seconded the motion and motion carried.

Councilor Pelzel made a motion to consider Resolution 10-2019 adopting the recommendations of the City Council Finance Committee on employee wages. Motion was seconded by Councilor Schmidt and motion carried.

## RESOLUTION 10-2019

BE IT RESOLVED, by the City Council of the City of Sleepy Eye, Minnesota as follows:

1. That the employee wage and salary schedule as recommended by the Finance Committee and detail on file with the City Clerk's office and attached hereto marked Exhibit A consisting of two pages with said adjustments to be effective December 30th, 2019, is hereby adopted. This includes full time, those part-time listed, and includes job classification adjustments.
2. It is the intent of the City Council to follow the recommendations of the Finance Committee for wage and salary plan adjustments in following years for those employees that are specifically noted to bring their salary in line for the position.

Dated December 10th, 2019

/s/ Wayne Pelzel  
Wayne Pelzel, Mayor

ATTEST: /s/ Michelle Strate  
Michelle Strate, City Clerk

Councilor Schmidt discussed the Dog Park and the designated area by the softball fields at Prairieview. It was recommended to send back to the Park Board to discuss further. This is tabled.

City Attorney Alissa Groen reported on the following:

- A. Councilor Schmidt made a motion for Second Reading of the Ordinance #164 Amending Ordinance No. 158 Second Series regarding the Annexation of Home Cemetery. Councilor Stevermer seconded the motion and motion carried.
- B. Discussion was had regarding the surveying ordinance and has been tabled. City Attorney Groen requested that if anyone has any further direction for changes in the ordinance that they bring forward.
- C. Councilor Pelzel made a motion to approve the 12<sup>th</sup> Avenue NE Railroad Easement for \$2500. Councilor Schmidt seconded the motion and motion carried.

City Engineer David Palm reported on the following:

- A. 2020 Street and Utility project, still working on plans and shooting for end of February for bids
- B. 12<sup>th</sup> Ave Project. The plans have been submitted to the County and the County signed and sent to the State.
- C. Airport Project. Final payment is due and then application will be made for grant reimbursement.

City Manager Elston reported on the following:

- A. Councilor Schmidt moved to approve the annual transfer to balance cash; General Fund to EDA, Sewer fund to General Fund and Street fund to debt. Councilor Windschitl seconded the motion and motion carried.
- B. Councilor Stevermer made a motion to approve the annual PUC board salaries approved by the Public Utilities Commission. Councilor Windschitl seconded the motion and motion carried.

C. Rental inspections will begin January 2020. Aaron Wilfahrt will be conducting the rental inspections on Mondays in Sleepy Eye beginning January 6, 2010. Early Bird Discounts will be moved to January 1 – March 31, 2020. Councilor Stevermer made a motion to approve the Resolution.

**RESOLUTION 11-2019**

**RESOLUTION ESTABLISHING FEES REGARDING RENTAL LICENSING AND INSPECTIONS IN THE CITY OF SLEEPY EYE**

Be it Resolved, that the City Council for the City of Sleepy Eye (hereinafter City), hereby has established the following fee schedule as it relates to City rental licensing and inspections:

**Rental License/Inspection Fees**

Operating Without A License Penalty	\$500
Failure to Keep Scheduled Appointment with Inspector	\$50
Reinspection Fee for any re-inspections beyond two	\$25
Willful neglect of Licensing Application	\$500
Failure to comply with Inspection Requirements – 1 <sup>st</sup> Failure	\$25
Failure to comply with Inspection Requirements – 2 <sup>nd</sup> Failure	\$50
Failure to comply with Inspection Requirements – 3 <sup>rd</sup> Failure	\$100
Immediate health and safety violations	\$25-100
<b>Rental License Fee</b>	
<u>Eligibility for Multi-Unit Discount:</u> Multi-units discounts are only available to units seen by the inspector on the same day and at the same time. They can be located at different addresses/buildings/locations.	
Two-year license application – 1 unit	\$100
Two-year license application – 2 units	\$150
Two-year license application – 3-6 units	\$200
Two-year license application – 7-10 units	\$300
Two-year license application – 11-12 units	\$360
Two-year license application – 13-24 units	\$500
Two-year license application – 25 units & Up	\$700
<b>Early Bird Discount</b>	At Renewal Rates
<u>Eligibility for Early Bird Discount:</u> The Early Bird Discount is only available to applications received on or before March 31, 2020.	
<b>Rental License Renewal Fee (40% Discount)</b>	
<u>Eligibility for Renewal Discount:</u> Renewal applications must be received prior to expiration of previous license to be eligible for renewal rates.	
Two-year license renewal – 1 unit	\$60
Two-year license renewal – 2 units	\$90
Two-year license renewal – 3-6 units	\$120
Two-year license renewal – 7-10 units	\$180
Two-year license renewal – 11-12 units	\$216
Two-year license renewal – 13-24 units	\$300
Two-year license renewal – 25 units & Up	\$420

I certify that the above resolution was adopted by the City Council of the City of Sleepy Eye on December 10, 2019.

/s/ Wayne Pelzel  
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 December 10, 2019, in accordance with the Charter Provisions and state laws provided therefore.

Dated: December 10, 2019

/s/ Michelle Strate  
Michelle Strate, City Clerk

State of Minnesota    )  
                                  )ss.  
County of Brown     )

This instrument was acknowledged before me on December 10, 2019, by Wayne Pelzel, as Mayor and by Michelle Strate, as City Clerk of the City of Sleepy Eye, a Municipal Corporation.

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Notary Public

Councilor Windschitl seconded the motion and motion carried.

Councilor Schmidt made a motion to approve the Police and Cash Fund Balances. Councilor Stevermer seconded the motion and motion carried.

Councilor Pelzel made a motion to Pay the Bills. Councilor Windschitl seconded the motion and motion carried.

There was no other business and the meeting was properly adjourned at 8:15 p.m.

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Wayne Pelzel, Mayor

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Michelle Strate, City Clerk