

October 9, 2018

The Pledge of Allegiance was said.

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 9th day of October 2018 per due call and notice. Mayor Wayne Pelzel and Councilors Richard Zinniel, Nathan Stevermer, Douglas Pelzel, Joann Schmidt and Larry Braun were present. Also, present were City Manager Mark Kober, City Attorney Alissa Fischer, Engineer Shawn Luker, Public Works Director Bob Elston, Police Chief Matt Andres, EDA Director Kurk Kramer and City Clerk Linda Tiedeken.

Councilor Braun moved to approve the minutes of the September 11, 2018 regular meeting. Councilor Pelzel seconded the motion and the motion carried.

Mayor Pelzel read the proclamation that the month of October is Minnesota Manufacturing Month. Schutz Family Foods was awarded the Manufacturing and Technology Award for 2018. The award recognizes outstanding community businesses that have contributed to the Minnesota economy, are committed to making Minnesota a better place to live and work and have improved and increase technology needs in the workplace.

Councilor Zinniel moved to approve an open forum to start 15 minutes before the regular monthly council meetings. Citizens of Sleepy Eye will have 3 minutes to make comments or express concerns to the council. No profanity or personal attacks will be allowed. Councilor Braun seconded the motion and the motion carried.

Liza Donabauer with David Drown Associates presented and requested approval for the city manager position profile, salary range, job description and hiring process timeline. Councilor Braun asked if the meeting for the selection of the new city manager be moved to December 31, 2018, Donabauer explained the timeline will include the holidays and shortening the posting time for the position could affect the number of candidates. Braun moved to call for a special council meeting on December 31, 2018 to select a candidate to offer the job. City Manager stated that a motion to call a special meeting requires a 4/5ths vote. Councilor Pelzel seconded the motion and voting in favor were Councilors Zinniel, Pelzel and Braun. Against were Stevermer and Schmidt. Mayor Pelzel declared the motion had failed. Councilor Schmidt moved to approve the salary range of \$80,000 to \$115,000 for the position of City Manager. Councilor Pelzel seconded the motion and the motion carried. Councilor Pelzel moved to approve job description based on the charter as stated. Councilor Zinniel requested that department head be removed from the minimum qualifications. The feeling of the council is that during the interview process a candidate's qualifications will be reviewed and removing that wording may eliminate a qualified candidate. Councilor Zinniel seconded the motion and the motion carried. Final interviews and selection will be done on January 7 and 8, 2019.

City Attorney Fischer reported on the following:

- A. Set date for workshop for rental, blight and miscellaneous issues at noon November 26, 2018.
- B. Received state approval for Snow 4th Addition annexation.
- C. Closing on lot purchased from Timothy and David Schieffert in next two weeks.

Park and Recreation Director, Steve Lingen reported on the expansion of 8 camp sites on the north side of Sportsman Park. Sites are within the 400-foot requirement of the showers/bathrooms. Information on rentals of kayaks and paddle boards was included for the council to review. Councilor Schmidt moved to approve the expansion pending the approval by

Brown Nicollet Environmental Health. Councilor Stevermer seconded the motion and the motion carried.

Shawn Luker from Bolton and Menk Inc. presented the City Engineer's report:

- A. 2018 Hwy 14 Project Update. Traffic signal lights are in at the intersection of Hwy 4 and 14. There are some minor repairs that the City and MNDot are working on. Public Works Director Elston will contact MNDot about adding north/south cross walks at the intersection of 4th Ave SW and Hwy 14.
- B. 2020 Street & Utility Project. Working on the preliminary assessment roll. Councilor Pelzel moved to authorize the topography survey. Councilor Schmidt seconded the motion and the motion carried.
- C. 2019 Airport CIP. Applying for the grant to replace the mower.
- D. 12th Avenue NE and St. Marys Street Project. Councilor Schmidt moved to authorize the survey work. Councilor Pelzel seconded the motion and the motion carried.
- E. 12th Avenue SE and Maple Street SE Project. Plans and specifications are ready. Request for bids is on hold.
- F. 2019, 2022 and 2024 Brown County Improvements. 2019-Mill and overlay with curb and gutter repairs on St Marys Street NE and 1st Avenue to one block south of Hwy 14. 2022-Mill and overlay with curb and gutter repairs on Prescott, 4th Avenue NW and Rice Street. 2024-Scope of the project is to reconstruct 1st Avenue South one block south of Hwy 14 to Southdale Street, which would give the city an opportunity for utility repairs.

City Manager Kober reported on the following:

- A. City Appreciation Night for Boards and Commission has been set for December 14, 2018 at 5:30 p.m. at the Sleepy Eye Event Center.
- B. Brown County Auditor has requested approval to sell the following forfeited properties at public auction or the city may obtain the parcel or parcels for public use.
 1. Parcel #002.000.028.06.060 Lot 6, Block 28, OP – 416 Main Street West
 2. Parcel #002.105.001.01.010 N 65' of Lots 1 thru 3, Block 1, Brackenridge 1st Addition – 245 Main Street East
 3. Parcel #002.105.016.01.010 N 79' of Lot 1, Block 16, Brackenridge 1st Addition – 221 Water Street SE
 4. Parcel #002.135.001.17.170 S2 of W 33' of Lot 17 & S2 of Lot 18, Block 1, Brackenridge 3rd Addition – 121 4th Avenue SE
 5. Parcel #002.570.001.08.080 Lot 8, Block 1, Nelson 2nd Addition – 829 Walnut Street SW

The property located at 245 Main Street East was discussed as an office for the Sleepy Eye Chamber. The City would own the property and lease it to the Chamber. There is the Brownfields Grant Program to help pay for the removal of the fuel tanks. The City has 60 days to respond. Councilor Zinniel moved to approve the following resolution to allow the sale of the properties except parcel #002.105.001.01.010.

RESOLUTION NO. 11-2018

WHEREAS, The City Council wishes to assist the County of Brown in facilitating the sale or conveyance of forfeit properties in Sleepy Eye,

WHEREAS, The City Council has an interest in the proper resolution of such properties,

NOW THEREFORE BE IT RESOLVED, that the City Council of the City of Sleepy Eye wishes the County of Brown to sell or convey the following properties:

1. Lot 6, Block 28, Original Plat, Sleepy Eye Parcel # 002.000.028.06.060.
2. N79' of Lot 1 Block 16, Brackenridge's 1st Addition, Sleepy Eye Parcel # 002.105.016.01.010.
3. S2 of W33' of Lot 17, and S2 of Lot 18, Block 1, Brackenridge's 3rd Addition, Sleepy Eye Parcel # 002.105.001.17.170.
4. Lot 8, Block 1, Nelsons 2nd Addition, Parcel # 002.570.001.08.080.

But refrain from sale or conveyance of N65' of Lots 1 thru 3, Block 1, Brackenridge's 1st Addition, Sleepy Eye, Parcel # 002.105.001.01.010, while the Council considers it's possible choice to ask for conveyance of said lot after fully investigated. Such decision of the Council will be decided at a special meeting called by the City Council on November 8, 2018 which is in keeping with the County of Brown's request that the Council decide the issue on above properties within 60 days of the September 14, 2018 letter of Auditor Treasurer Jean Prochniak.

Passed unanimously by the Sleepy Eye City Council by 5-0 vote.

Dated October 9, 2018

Wayne Pelzel

ATTEST: _____

Mark D. Kober, City Manager

Councilor Stevermer seconded the motion and the motion carried.

- C. Survey results will be ready to review in two weeks.
- D. Special council meeting on November 8, 2018 to canvass election results.
- E. Councilors Pelzel and Schmidt will be attending the LMC meeting in Mankato on October 25, 2018.

Miscellaneous correspondence was included in the agenda packets.

Police Chief Andres presented a request for an investigator position to be added to the 2020 budget. Currently the officers are doing the investigations themselves and have work 108 overtime hours in 2018. The case load has increase substantially. There are currently 7 officers on the force with one currently serving on the Drug Task Force. Police payroll would be the same except the city would not be reimburse for the Drug Task Force time. No action will be taken until the 2020 budget planning.

Councilor Schmidt moved to approve the September Police report and September cash balances. Councilor Stevermer seconded the motion and the motion carried.

Councilor Pelzel moved to approve and allow the payment of the monthly bills of \$289,130.80 as presented. Councilor Schmidt seconded the motion and the motion carried. The meeting was properly adjourned at 8:35 p.m.

Wayne Pelzel, Mayor

Linda Tiedeken, City Clerk