



CITY COUNCIL MEETING MINUTES November 13, 2023

1) Call to Order

Mayor Whalen called meeting to order at 7:00 p.m.

a) Pledge of Allegiance

b) Introductions: City Council: Mayor Lisa Whalen, Cathleen Reffkin, Ann MacGregor; Peter Vickery Staff: City Administrator Jasper Kruggel, Finance Director Brian Grimm, Community Development Director David Abel, Director of Public Safety Pete Michael, Director of Administration Allie Polsfuss, Director of Public Works Gary Peters and City Clerk Ann Meyerhoff Consultants: City Attorney Sarah Sonsalla, Kennedy & Graven and City Engineer Alyson Fauske, WSB Engineering Absent: Claudia Lacy

c) Approval of Agenda

- i) Remove item 2c- Sentor Morrison will be present at December 4th meeting.
- ii) Add Item 6b-Resolution 109 Approve the City Administrator and Mayor as authorized officials to execute state grant applications.

Motion by Vickery, seconded by MacGregor to approve the agenda as amended.

Motion passed 4-0. Absent: Lacey

2) Special Presentations

- a) Res No. 102-23 Lora Sandholm Public Service Recognition
Mayor Whalen recognized Lora Sandholm for her service on the Planning Commission.

Motion by Reffkin, seconded by Vickery to approve Res No 102-23 Recognizing Lora Sandholm for her contributions to Minnetrista through membership on the Planning Commission.

Motion passed 4-0. Absent: Lacy

- b) Res No. 103-23 Gary Pettis Public Service Recognition
Mayor Whalen recognized Gary Pettis for his service on the Parks Commission and Planning Commission.

Motion by MacGregor, seconded by Vickery to approve Res No. 103-23 for his contributions to Minnetrista through membership on the Parks and Planning Commissions.

Motion passed 4-0. Absent: Lacy

- ~~c) Senator Kelly Morrison Legislative Update~~

3) Persons to Be Heard

None

4) Consent Agenda

- a) Approve Work Session Meeting Minutes from October 16, 2023
- b) Approve City Council Regular Meeting Minutes from October 16, 2023
- c) Approve Conditional Offer of Employment to Tyler Anderson for Police Officer Position
- d) Approve City of Minnetrista "Not to Waive" the Monetary Limits on Municipal Tort Liability
- e) Approve new Off-Sale Intoxicating Liquor License for The Cove Wine & Spirits Inc.
- f) Approve AE2S Task Order No. 06 - Bonding Bill Engineering Support
- g) Res. No. 104-23 Approve Claims
- h) Res. No. 105-23 Accept Donations for Holiday Tree Lighting Event- Additional donation of \$1,200 received from Midco. The total received donations is \$4,800 which is reflected in the approved resolution.
- i) Res. No. 106-23 Approve Agreement with Advantage Property Maintenance, inc. for Lawn Mowing Services
- j) Res. No. 107-23 Approve Agreement with TruGreen for Fertilization and Weed Control Services

Motion by Reffkin, seconded by MacGregor to approve consent agenda.

Motion passed 4-0. Absent: Lacy

5) Public Hearings

6) Business Items

- a) Res. No. 108-23 Approve Counting Write-In Votes for Elective Offices
During 2023 legislative session, several election administration laws were changed. Now, Minnesota Statute 204B.09, subdivision 3 allows for a governing body of a statutory or home rule charter city to adopt a resolution governing the counting of write-in votes for local elective office.

The change allows election officials to count only registered write-in candidates on election night, aligning with the write-in recording process with Federal, State and County offices. The current write-in vote counting process is overly time consuming and makes unnecessary work for election judges on election night.

Council Member Reffkin expressed that she is not in favor of this. Her concern is that if someone doesn't know they have to be registered a vote for them will not count.

Council directed staff to look into how many more cities are doing this, how many write-in votes has Minnetrista had in past elections and revisit this item in the Spring.

- b) Res. No. 109-23 Approve the City Administrator and Mayor as authorized officials to execute state grant applications.

City Administrator Kruggel stated that he received this item today from AE2S. The resolution allows for the City Administrator and Mayor to apply for State grants for Water Infrastructure Projects. Approving this will allow to meet deadlines for these grants.

Motion by Vickery, seconded by MacGregor to approve Res. No. 109-23 Approve the City Administrator and Mayor as authorized officials to execute state grant application. all in favor. Motion passed 4-0. Absent: Lacy

7) Administrative Items

a) Staff Reports

- i) City Engineer
 - Street Project Update
- ii) City Administrator
 - Holiday Tree Lighting
 - Bonding Bill Tour
 - Hwy 7 Corridor Coalition

b) Council Reports

- i) Mayor Lisa Whalen
 - Hwy 7 Corridor Coalition
 - Northwest League Kelly Grissum. Harder to get grants out this way
 - Personel Meeting
 - Thank You to sponsers for the tree lighting
- ii) Cathleen Reffkin
 - St. Bonifacious Fire Meeting next week
 - Personel Meeting
- iii) Ann MacGregor
 - None
- iv) Peter Vickery
 - Pioneer-Sarah Creek Watershed Management Commission
- v) Claudia Lacy - Absent

8) Adjournment

Motion by Reffkin, seconded by MacGregor to Adjourn the meeting at 7:35 p.m.

Motion passed 4-0. Absent: Lacy

Respectfully submitted,

Ann Meyerhoff

City Clerk