

OFFICIAL CITY COUNCIL PROCEEDINGS
REGULAR SESSION
JANUARY 7, 2019

A regular session of the Granite Falls City Council was called to order by Mayor Smiglewski at 7:00 p.m., Monday, January 7th, in the Council Chambers of City Hall. Council Members present: DuWayne Galow, Sarina Otaibi, Steve Nordaune, Brad Peterson, Joe Fagnano and Scott Peterson. Staff present: City Manager Crystal Johnson, Finance Director Neal Carstensen and City Clerk Joan Taylor. Also in attendance were City Engineer Mike Amborn and Advocate Tribune News Reporter Noah Lusti .

CONSENT AGENDA: M/S/P NORDAUNE/PETERSON TO APPROVE THE CONSENT AGENDA AS FOLLOWS: Minutes, Bills, Building Inspector's Report, and Meetings & Events.

REPORTS: The KCC Board Report and Street Committee report were acknowledged at this time.

STREET COMMITTEE: City Engineer Amborn was in attendance to discuss the projects recommended for the 2019 Street and Utility Improvements.

2019 STREET/UTILITY IMPROVEMENTS: Following discussion, Nordaune introduced a resolution and moved its adoption ordering the preparation of the engineering report on the proposed 2019 Street and Utility Improvements.

RESOLUTION NO. 19-1

RESOLUTION ORDERING PREPARATION OF REPORT ON
2019 STREET & UTILITY IMPROVEMENTS

WHEREAS, it is proposed to improve the following streets and utilities:

Street & Utility Improvements:

- Project 1 7th Avenue – 17th Street to Project Turnabout entrance
- Project 2 17th Street – 7th Avenue to 8th Avenue
- Project 3 18th Street Entrance to Project Turnabout mill and overlay
- Project 4 5th Avenue – Prentice Street to 2nd Street mill and overlay
- Project 5 Prentice Street – Oak Street to Recreation Drive mill and overlay
- Project 6 3rd Street – 5th Avenue to 6th Avenue to include watermain loop
- Project 7 Recreation Drive – Prentice St. to 3rd Street mill and overlay
- Project 8 Short Street – Dee Street intersection
- Project 9 Jefferson Avenue – Hwy 212 to Washington/Park Street excluding intersection

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF GRANITE FALLS, MINNESOTA, that the proposed improvements, called 2019 Street & Utility Improvements be referred to the city engineer for study and that Rodeberg & Berryman is instructed to report to the council with all convenient

speed advising the council in a preliminary way as to whether the proposed improvements are necessary, cost-effective, and feasible; whether it should best be made as proposed or in connection with some other improvements; the estimated cost of the improvements as recommended; and a description of the methodology used to calculate individual assessments for affected parcels.

Adopted by the City Council this 7th day of January, 2019.

David Smiglewski
Mayor

ATTEST:

Joan M. Taylor
City Clerk

With second by B. Peterson, the resolution was adopted unanimously.

CITY ENGINEER: M/S NORDAUNE/PETERSON TO RE-APPOINT RODEBERG & BERRYMAN AS THE CITY'S ENGINEERS FOR CALENDAR YEAR 2019. Motion carried unanimously.

AIRPORT ENGINEER: M/S GALOW/PETERSON TO RE-APPOINT BOLTON & MENK AS THE CITY'S AIRPORT ENGINEERS FOR CALENDAR YEAR 2019. Motion carried unanimously.

ELECTRICAL ENGINEER: M/S NORDAUNE/B. PETERSON TO RE-APPOINT HDR ENGINEERING, INC. AS THE CITY'S ELECTRICAL ENGINEERS FOR CALENDAR YEAR 2019. Motion carried unanimously.

BOARDS & COMMISSIONS: M/S NORDAUNE/FAGNANO TO RE-APPOINT THE FOLLOWING PERSONS TO CITY BOARDS AND COMMISSIONS:

Planning Commission	Jean Fagnano
EDA Board	Dave Bollman
Utilities Commission	Zac Richter
Library Board	Scott Tedrick and Mary Kietzman
Hospital Board	Kristi Flaten and LaVonne Koenen
Kilowatt Community Center	Jackie Torvik and Victor Plante

Motion carried unanimously.

LIQUOR LICENSE: M/S NORDAUNE/GALOW TO APPROVE A LIQUOR LICENSE TO THE NEW OWNER OF JAKE'S PIZZA. Motion carried unanimously.

CITY ATTORNEY: Fagnano introduced the following resolution and moved its adoption to enter into an agreement with Holmstrom & Kvam as the city attorneys for calendar year 2019.

RESOLUTION NO. 19-2

RESOLUTION ENTERING INTO EMPLOYMENT AGREEMENT
WITH CITY ATTORNEY FOR CALENDAR YEAR 2019

WHEREAS, an Employment Agreement has been reached that is acceptable with the City Attorney and the City Council,

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF GRANITE FALLS, MINNESOTA, approving an employment Agreement with Gregory L. Holmstrom, Spencer H. Kvam and Jeremy Blackwelder as City Attorney and Assistant City Attorneys, effective January 1, 2018.

Adopted by the City Council this 7th day of January, 2019.

David Smiglewski
Mayor

ATTEST:

Joan M. Taylor
City Clerk

With second by B. Peterson, the resolution was adopted unanimously.

WWTP: Upon the recommendation of the Wastewater Plant Superintendent, Nordaune introduced the following resolution and moved its adoption calling for quotes for the replacement of the fiberglass grating.

RESOLUTION NO. 19-3

RESOLUTION CALLING FOR QUOTES FOR
PURCHASE OF WASTEWATER TREATMENT PLANT FIBERGLASS GRATING

WHEREAS, the Wastewater Treatment Plant Supervisor has requested the replacement of fiberglass grating which is in a corrosive condition.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF GRANITE FALLS, MINNESOTA, calling for quotes for the replacement of the fiberglass grates at the Wastewater Treatment Plant.

Adopted by the City Council this 7th day of January, 2019.

David Smiglewski
Mayor

ATTEST:

Joan M. Taylor
City Clerk

With second by Otaibi, the resolution was adopted unanimously.

TOBACCO COMPLIANCE: Fagnano introduced the following resolution and moved its adoption authorizing execution of contracts with Countryside Public Health Services for annual compliance checks related to requirements of the city's tobacco ordinance for the year 2019.

RESOLUTION NO. 19-4

RESOLUTION AUTHORIZING EXECUTION OF CONTRACTS
WITH COUNTRYSIDE PUBLIC HEALTH SERVICES FOR
ANNUAL COMPLIANCE CHECKS RELATED TO REQUIREMENTS
OF CITY'S TOBACCO ORDINANCE

WHEREAS, pursuant to City Code Chapter 112.10 at least once per year the city shall conduct compliance checks to investigate and ensure that those businesses authorized to sell tobacco, tobacco products and tobacco-related devices are following and complying with the requirements of the ordinance; and

WHEREAS, Countryside Public Health Service has proposed conducting annual compliance inspections for all retail establishments at an estimated cost of \$125 per inspection.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF GRANITE FALLS, MINNESOTA, authorizing the Mayor and City Manager to execute contracts with Countryside Public Health Services for annual inspection/compliance checks of retail establishments authorized to sell tobacco, tobacco products and tobacco-related devices, at an estimated cost of \$125 per inspection/compliance check for the year 2019.

Adopted by the City Council this 7th day of January, 2019.

David Smiglewski
Mayor

ATTEST:

Joan M. Taylor
City Clerk

With second by Galow, the resolution was adopted unanimously.

STREET DEPARTMENT: Upon the recommendation of Public Works Director Anderson, Galow introduced the following resolution and moved its adoption calling for quotes for the purchase of shoring for the Street Department.

RESOLUTION NO. 19-5

RESOLUTION CALLING FOR QUOTES FOR PURCHASE OF SHORING – STREET DEPARTMENT

WHEREAS, Public Works Director Anderson has requested calling for quotes for shoring to replace the trench box which has been sold.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF GRANITE FALLS, MINNESOTA, calling for quotes for the purchase of shoring to replace the trench box for the Street Department.

Adopted by the City Council this 7th day of January, 2019.

David Smiglewski
Mayor

ATTEST:

Joan M. Taylor
City Clerk

With second by Nordaune, the resolution was adopted unanimously.

VOLSTEAD HOUSE: Otaibi introduced the following resolution and moved its adoption authorizing execution of the Minnesota Historical and Cultural Heritage Grant Agreement between the Minnesota Historical Society and the city in the amount of \$17,500 with the local match of \$1,714.

RESOLUTION NO. 19-6

RESOLUTION AUTHORIZING EXECUTION OF MINNESOTA HISTORICAL AND CULTURAL HERITAGE GRANT AGREEMENT

WHEREAS, pursuant to Resolution No. 17-1 council authorized submittal of a grant application to the Minnesota Historical Society for assistance to the city in the inspection and recommendation for repairs to the Volstead House; and

WHEREAS, the city has been notified that its grant application has been approved in the amount of \$17,500.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF GRANITE FALLS, MINNESOTA, authorizing execution of the Minnesota Historical and

Cultural Heritage Grant Agreement between the Minnesota Historical Society and the city in the amount of \$17,500 with the local match of \$1,714.

Adopted by the City Council this 7th day of January, 2019.

David Smiglewski
Mayor

ATTEST:

Joan M. Taylor
City Clerk

With second by Fagnano, the resolution was adopted unanimously.

Following discussion, Nordaune introduced a resolution and moved it adoption calling for Requests for Proposals for engineering services to inspect and recommend repairs to the Volstead House.

RESOLUTION NO. 19-7

RESOLUTION REQUESTING PROPOSALS ENGINEERING SERVICES
VOLSTEAD HOUSE REPAIRS

WHEREAS, pursuant to Resolution 19-6 council authorized execution of the Minnesota Historical & Cultural Heritage Grant Agreement between the city and the Minnesota Historical Society in the amount of \$17,500 to assist the city with engineering services for the Volstead House; and

WHEREAS, the grant agreement with the Minnesota Historical Society requires Request for Proposals be received for engineering services concerning repairs recommended for the Volstead House.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF GRANITE FALLS, MINNESOTA, requesting proposals for professional engineering services to inspect and recommend repairs to the Volstead House.

Adopted by the City Council this 7th day of January, 2019.

David Smiglewski
Mayor

ATTEST:

Joan M. Taylor
City Clerk

With second by B. Peterson, the resolution was adopted unanimously.

FOOD SHELF: Following discussion, Nordaune introduced a resolution and moved its adoption approving a donation to Neighbors United Resource Center Food Shelf for 2019 of \$5,000.

RESOLUTION NO. 19-8

RESOLUTION APPROVING DONATION TO
NEIGHBORS UNITED RESOURCE CENTER FOOD SHELF

WHEREAS, Yellow Medicine County Service Director Rae Ann Keeler-Aus has requested a donation from the city in support of Neighbors United Resource Center Food Shelf.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF GRANITE FALLS, MINNESOTA, approving a donation of \$5,000 to support the Neighbors United Resource Center Food Shelf for calendar year 2019.

Adopted by the City Council this 7th day of January, 2019.

David Smiglewski
Mayor

ATTEST:

Joan M. Taylor
City Clerk

With second by Peterson, the resolution was adopted unanimously.

MEMORIAL PARK: Council reviewed a progress report concerning Phase 1 Improvements to Memorial Park.

DUTCH ELM DISEASE: Council also reviewed the year-end report for the Dutch Elm Disease Removal Program. There were 15 trees and 10 stumps removed in 2018.

RULES OF ORDER: Following discussion, Nordaune introduced a resolution and moved its adoption amending the City Council Rules of Order to include procedures concerning public hearings.

RESOLUTION NO. 19-9

AMENDING RULES OF ORDER

WHEREAS, it has been recommended to amending the City Council Rules of Order to include the following language relative to public hearing procedures:

“Council may further hear public comment on items when no objection is raised by a Council Member. The public comment process will follow the same as items on the agenda.

D. Public Comment For Items On The Agenda: When hearing public comment, each person present at minimum will be allowed to speak at least once for a time period to not exceed three (3) minutes. The Mayor or majority of Council Members can elect to extend the maximum time allowed per person. Total time for public comment on any given listed agenda item will not exceed fifteen (15) minutes unless otherwise allowed by majority of Council Members. In the event of a large audience and it is not feasible to hear all present at least once within the fifteen (15) minute maximum council by majority can elect to divert and extend the maximum total time allowed or continue to adhere to the maximum total time for discussion to be within the fifteen (15) minute maximum. This further applies to public hearings.”

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF GRANITE FALLS, MINNESOTA, amending the City Council Rules of Order to include the above referenced language.

Adopted by the City Council this 7th day of January, 2019.

David Smiglewski
Mayor

ATTEST:

Joan M. Taylor
City Clerk

With second by B. Peterson, the resolution was adopted unanimously.

Nordaune then introduced a resolution and moved its adoption adopting the Public Comment Policy for all Boards and Commission as presented.

RESOLUTION NO. 19-10

RESOLUTION ADOPTING PUBLIC COMMENT POLICY FOR ALL BOARDS AND COMMISSIONS

WHEREAS, staff has proposed a policy for procedures at all board and commission public hearing.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF GRANITE FALLS, MINNESOTA, adopting the Public Comment Policy for all city boards and commissions.

Adopted by the City Council this 7th day of January, 2019.

David Smiglewski
Mayor

ATTEST:

Joan M. Taylor
City Clerk

With second by Fagnano, the resolution was adopted unanimously.

HOLIDAY STREET LIGHTING: Following discussion it was the consensus of council to keep the holiday lights up until after Ole and Lena Days.

STREET DEPARTMENT: Following discussion, Fagnano introduced a resolution and moved its adoption accepting the quote received from Tjosvold Equipment, Inc. for the purchase of a used New Holland skid steer in the amount of \$15,000, which includes a trade-in of the city's 2001 New Holland.

RESOLUTION NO. 19-11

RESOLUTION WAIVING CALLING FOR BIDS AND ACCEPTING BID
FOR PURCHASE OF USED SKID STEER – STREET DEPARTMENT

WHEREAS, Public Works Director Anderson is recommending the purchase of a used skid steer for the Street Department; and

WHEREAS, the Public Works Director has received the following bid from Tjosvold Equipment, Inc. for a used skid steer in the amount of \$15,000 which includes a \$15,000 trade-in of the 2001 New Holland 170.

WHEREAS, it being in the best interest of the city to expedite the purchase of this used equipment it has been recommended that council waive calling for bids and accept the bid received from Tjosvold Equipment, Inc. in the amount of \$15,000 including the trade-in of the 2011 New Holland.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF GRANITE FALLS, MINNESOTA, waiving calling for bids and accepting the bid from Tjosvold Equipment, Inc. in the amount of \$15,000 with trade-in to purchase the used skid steer.

Adopted by the City Council this 7th day of January, 2019.

David Smiglewski
Mayor

ATTEST:

Joan M. Taylor
City Clerk

With second by Nordaune, the resolution was adopted unanimously.

ADJOURN: M/S/P NORDAUNE/PETERSON TO ADJOURN at 8:15 p.m.

David Smiglewski
Mayor

ATTEST:

Joan M. Taylor
City Clerk

BILLS PAID:

Total 2XL CORPORATION:	123.32
Total ADVOCATE-TRIBUNE:	2,189.90
Total ALMICH'S MARKET:	354.39
Total AMERICAN ENGINEERING TESTING:	401.50
Total AMERICAN WATER WORKS ASS'N:	324.00
Total AMERICAN WELDING & GAS INC:	82.69
Total ARTHUR J. GALLAGHER & CO:	2,932.00
Total BORDER STATES ELECTRIC SUPPLY:	431.94
Total BREAKTHRU BEVERAGE:	3,128.78
Total BREDEKEN, HEATHER:	160.00
Total BUCHHOLZ, GENE:	28.00
Total CENTURLINK:	148.89
Total CINTAS:	235.99
Total CITIZENS ALLIANCE BANK:	30.00
Total CNH CAPITAL:	130.00
Total COALITION OF GREATER MN CITIES:	6,186.00
Total COCARD:	74.62
Total COLLECTION BUREAU:	25.00
Total COMPUTROL:	1,520.00
Total CONVENTION & VISITORS BUREAU:	2,292.44
Total CRIME STOPPERS OF MN:	150.00
Total DAMON FARBER LANDSCAPE ARCHITECTS:	7,843.30
Total DAN'S SHOP INC:	1,616.12
Total DEPARTMENT OF ENERGY:	21,366.33
Total DEPARTMENT OF HUMAN SERVICES:	9,466.24
Total E & C GRAPHICS INC:	1,357.32
Total EAGLE ENGRAVING INC:	153.45
Total EDMAN BUILDERS LLC:	124,112.36
Total FLEXIBLE INFORMATION SYSTEMS:	300.00
Total GALLS INC.:	347.93
Total GEMPLER'S:	273.87
Total GF LIVING @ HOME BLOCK NURSE:	1,000.00
Total GOPHER STATE ONE-CALL:	13.50
Total GRANITE FALLS AUTO PARTS:	700.43
Total GRANITE FALLS HEALTH CARE:	24,694.00
Total GRANITE FLORAL:	180.00
Total GRANITE FLUID POWER INC:	169.08
Total GRANITE TRUE VALUE:	968.48
Total GRAYMONT CAPITAL INC:	4,130.64
Total GREATER MN PARKS & TRAILS:	150.00
Total HAWKINS INC:	532.91
Total HD SUPPLY FACILITIES MAINT.:	124.98

Total HEARTLAND PAYMENT SYSTEMS:	95.83
Total HIGHWAY 23 COALITION:	1,500.00
Total HILLYARD-HUTCHINSON:	141.84
Total HOERNEMANN, PAUL:	255.00
Total HOLMSTROM & KVAM PLLP:	15,260.72
Total JANSSEN, STEFFANIE:	55.50
Total JEFFERSON FIRE & SAFETY:	775.00
Total JOHNSON BROS WHOLESALE LIQUOR:	3,078.13
Total JOHNSON, CRYSTAL:	116.63
Total K M FIRE PUMP SPECIALISTS:	1,893.34
Total KELLY, PHIL & MARY:	125.00
Total KNUTSON, TYLER:	99.49
Total LIGHT FUND:	33,857.64
Total LINCOLN PIPESTONE RURAL WATER:	45.22
Total LOCHER BROTHERS:	17,373.90
Total M.A.A.C. INC.:	5,575.00
Total MADISON BOTTLING CO.:	15,945.55
Total MARCO TECHNOLOGIES LLC:	68.32
Total MARTIN TRUCKING:	570.20
Total MINNESOTA VALLEY SERVICES LLC:	6,679.69
Total MINNESOTA VALLEY TECH. INC:	277.50
Total MITLYNG ELECTRIC & REFRIG.:	398.45
Total MN CHIEFS OF POLICE:	278.00
Total MN DEPT OF PUBLIC SAFETY:	25.00
Total MN DEPT OF REVENUE:	24,062.00
Total MN TRANSPORTATION ALLIANCE:	90.00
Total MN VALLEY TESTING LAB INC.:	387.00
Total MONEY MOVERS:	22.00
Total MONTEVIDEO NAPA:	17.09
Total MONTEVIDEO PUBLISHING:	64.40
Total MVTV:	338.75
Total NCPERS GROUP LIFE INS:	48.00
Total NEIGHBORS UNITED YM FOOD SHELF:	5,000.00
Total NORTHERN BUSINESS PRODUCTS:	120.56
Total OFFICE DEPOT:	69.54
Total OFFICE OF MN.IT SERVICES:	65.39
Total OFFICE PEEPS:	49.99
Total PETERSON, BRENDA:	1,180.00
Total PETE'S ELECTRIC MOTOR INC:	1,496.25
Total PETTY CASH:	79.59
Total PHILLIPS WINE & SPIRITS CO.:	4,571.39
Total POSTMASTER:	1,600.00
Total PRENTICE PLACE COMMONS ASSN:	201.02
Total RECREATION SUPPLY COMPANY:	202.06
Total RENCO PUBLISHING INC:	145.57
Total RICHTER, NICK:	300.00
Total RODEBERG & BERRYMAN INC.:	10,497.00
Total RUNNINGS SUPPLY INC:	17.99
Total RURAL APPRAISAL SERVICES:	30,000.00
Total SAWMILL, THE:	195.11
Total SCHULTZ, KAREN & JOHN:	25.00
Total SCHWIETERS FORD OF MONTEVIDEO:	5.21
Total SENTRY SYSTEMS INC:	106.93
Total SOUTHERN WINE & SPIRITS OF MN:	1,389.85
Total SOUTHWEST INITIATIVE FOUNDATION:	2,750.00
Total SR PERSPECTIVE:	103.50
Total STRUFFERT, BRIAN:	30.52
Total SW-WC SERVICE COOPERATIVES:	36,421.50
TOTAL FILTRATION SYSTEM:	160.63
Total TRI COUNTY NEWS:	25.40
Total UPS:	38.53
Total US BANK:	1,660.51

Total VERIZON WIRELESS:	7,276.64
Total VESSCO INC.:	796.30
Total VIKING COCA-COLA BOTTLING CO.:	366.30
Total VISA:	1,890.68
Total WESTERN MN PRAIRIE WATERS:	3,708.00
Total WOODS, KEITH:	250.00
Total XCALIBER GUNSMITHING INC:	700.00
Total XCEL ENERGY:	1,373.12
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Total XPRESS BILL PAY:	186.00
Total YELLOW MEDICINE EAST:	22,787.46
Total ZIEGLER INC.:	17,615.22
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Grand Totals:	505,429.35
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