

**MELROSE CITY COUNCIL
REGULAR MEETING
THURSDAY, JULY 21, 2022 – 6:00 P.M.**

AGENDA

1. Call to Order/Roll Call/Pledge of Allegiance
2. Approval of Agenda
3. Open Forum
4. Consent Agenda
 - a. Approval of Minutes
 - b. Approval of Bills/Purchase Orders
 - c. Approval of Investments
 - d. Gambling Resolutions
 - 1) Resolution No. 2022-39 – Church of St. Mary

Presentation

5. Public Hearings
 - a. Public Hearing to Abate Nuisances Pursuant To Melrose City Code Section 93.21
6. Reports
 - a. Police Department Monthly
 - b. City Attorney Report
 - c. City Engineer Report
 - d. City Administrator Report
7. Action Items
 - a. Melrose Art Council Budget Allowance/Sign Ownership
 - ** b. ~~Resolution No. 2022-40 Resolution Ordering Abatement of Nuisance Conditions Located at 31 Rose Park SW, Melrose MN~~
 - c. Resolution No. 2022-41 Resolution Ordering Abatement of Nuisance Conditions Located at 32 Rose Park SW, Melrose MN
 - d. Resolution No. 2022-42 Resolution Ordering Abatement of Nuisance Conditions Located at 48 Rose Park SW, Melrose MN
 - e. Resolution No. 2022-43 Resolution Ordering Abatement of Nuisance Conditions Located at 101 Rose Park SW, Melrose MN
 - ** f. ~~Resolution No. 2022-44 Resolution Ordering Abatement of Nuisance Conditions Located at 134 Riverside Avenue NW, Melrose MN~~
 - g. Resolution No. 2022-45 Resolution Ordering Abatement of Nuisance Conditions Located at 204 2nd Street SW Melrose MN
 - h. Resolution No. 2022-46 Resolution Ordering Abatement of Nuisance Conditions Located at 519 1st Street SE, Melrose MN
 - i. Resolution No. 2022-47 Approving the Transfer of Land Acquisition Funds from the City of Melrose to the Melrose Area Development Authority for the Purpose of Funding Land Acquisition to Further Housing Development

- Goals
 - j. Concrete Pad at Warehouse
 - k. Hire of Part-Time Police Officer

- 8. Old Business
 - * a. LCCMR Grant Funding

- 9. New Business
 - a. Budget Meeting

- 10. Informational Items
 - a. Utilities Commission Meeting Minutes
 - b. 2nd Quarter Ambulance Report

- 11. Adjournment

- * Amendment
- ** Deletion

**MELROSE CITY COUNCIL
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A.I. #1 CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE

The Melrose City Council met in a Regular Meeting on Thursday, July 21, 2022, at 6:00 p.m. pursuant to due notice being given thereof. Present were Council Members Tony Klasen, Justin Frieler, Mark Hill, Travis Frieler, and Mayor Joe Finken, City Administrator Colleen Winter, and City Clerk Patti Haase. Mayor Finken presided thereat.

The Council then recited the Pledge of Allegiance.

A.I. #2 APPROVAL OF AGENDA

A motion was made by Mr. Travis Frieler, seconded by Mr. Klasen and unanimously carried to approve the agenda as amended.

A.I. #3 OPEN FORUM

Kris Barron, Mary Johnson, and Mary Loecken with the Melrose Area Arts Council provided an overview of their recent activities. The Arts Council has designed a sign which they propose to be placed by the feed mill. Six artists have submitted renditions of their perception of the city logo; Strong, Diverse, Connected. The winners' designs will be placed on the back of the sign. The winner(s) will be selected in August. They have spoken with the business owner, and he has approved the placement of the sign.

A.I. #4 APPROVAL OF CONSENT AGENDA

The following items were considered for approval under the Consent Agenda

- a. The minutes from the June 16 Regular Meeting
- b. List of bills in the amount of \$700,910.05 (See attached list)
- c. List of investments for the month of June (See attached list)
- d. 1) Gambling Resolution No. 2022-39 Resolution Approving Gambling License to the Church of St. Mary for an exemption from lawful gambling license to conduct a bingo on October 23, 2022, at the Church of St. Mary located at 755 Kraft Drive SE.

A motion was made by Mr. Justin Frieler, seconded by Mr. Travis Frieler and unanimously carried to approve the Consent Agenda items.

PRESENTATION

Superintendent Winter made a presentation of the proposed school improvement project.

A.I. #5 PUBLIC HEARING

- a. The Melrose City Council held a Public Hearing to abate nuisances pursuant to Melrose City Code Section 93.21 on the following properties:

- 32 Rose Park SW, Melrose, Minnesota,
- 48 Rose Park SW, Melrose, Minnesota,
- 101 Rose Park SW, Melrose, Minnesota,
- 204 Second Street SW, Melrose, Minnesota, and
- 519 First Street SE, Melrose, Minnesota

The public hearing was opened at 6:39 p.m. Attorney Scott Dymoke provided an overview of the nuisance violation and the process of abating the nuisance. There being no further comment the public hearing was closed at 6:49 p.m.

A.I. #6 REPORTS

- a. Police Officer Matt Moorman presented the Police Department's June 2022 report. He noted there were 301 calls for service during that month, compared to 281 for June 2021. A total of 21 citations were written for the month of June. There were 62 verbal warnings and 0 written warning. The year-to-date number of calls is 1,722 compared to 1,926 in 2021. For the month of June 2022, the Department received 35 agency assist calls.

- b. City Attorney Scott Dymoke reported on projects he has been working on for the city:

- Bonner Nuisance – Prepared for trial scheduled for June 28 – 29, 2022. Received notice from court on June 27th that trial was being rescheduled for August 26, 2022.
- 2022 Nuisance Properties – Prepared proposed orders from Council directing abatement of nuisance conditions identified by Chief Maus

- c. City Engineer Dave Blommel presented the engineering report.:

City staff have begun project selection and development for the next 2-3 years of street projects.

2022 or 2025

8th Avenue and Railroad Ave. This roadway is a likely candidate for a detour in 2024 when Main Street west is being reconstructed. As a result, we are weighing the benefits of making improvements before or after the expanded use. The wearing course is deteriorating with shallow potholes appearing in both roadways. Consideration is being given to micro-milling the surface and then doing micro-surfacing with an anticipated life of 10 years or more. We plan to meet with a surfacing contractor on site to get pricing and input on the planned improvements and the preferred timing.

2023

5th Ave SE was originally included in the budgeting for 2023 but based on potential redevelopment of the original Jennie-O Turkey Store site and parking lot. Improvements on adjacent roadways are being deferred to a future construction year.

Mustang Lane – 2003 construction - Pavement failed especially in the down grade right side, likely the result of decelerating garbage trucks.

7th St NW – 1987 construction – Pavement failure, Soil borings pending to determine extent of improvements.

4th St SE – Pavement failed. Believed to be significant subcut already in place, but not indicated in record drawings. Soil borings will determine extent of the improvements. Initial plan is for reclaim of bituminous pavement and replacement.

1st St SE and 6th Ave SE – Pavement is failing, again worst areas are down grade where trucks are stopping. Soil borings will confirm, but full reconstruction is not anticipated.

- d. City Administrator Winter provided an update on the following:

Public Facilities updates –

- Work continues on the Wastewater Treatment Plant construction project. The headworks building is under construction and the new clarifier is constructed. The project is anticipated to be completed in 2023.
- The RDB project will resume in earnest on July 18th. The Dam will be slowly drawn down so that repairs and inspections can be completed. The drawn down will take two to four weeks and will be down one foot below the high-water level.
- The City public utilities has been keeping the public informed about the electric grid and what is happening as it relates to potential curbing of electricity this summer. This is a very large issues that is affecting transmission around the country. Melrose Public utilities has capacity for the city along with future growth. Again, this is on the transmission side.
- Work is also continuing on planning for the Sauk River Park Campground. and the City received \$350,000 from LCCMR through the Environmental Trust program. This money will be used for new campsites, a canoe/kayak launch, fishing pier, signage and partially funding of a new bathroom/shower facility. We have not received the final work plan approval from LCCMR yet.

Housing - At the regular MADA board meeting MADA discussed several items related to housing and took the following action:

- Middendorf property - Approved the purchase agreement of the Middendorf property and signed the purchase agreement. *MADA unanimously approved.* Next step is to schedule closing.
- Theiler Property – Main Street Title & Closings in Sauk Centre will be handling the closing and the closing will take place on July 26th. To assure the sellers of their right to harvest the corn on the property, MADA proposed signing a notarized statement at closing that states the Theiler's may harvest the corn this year and may lease the approximate 20 acres of property for farming, until it is developed or until MADA decides that it does not wish to have the property farmed, for \$100/acre. – *MADA approved the language and authorized staff to draft up the statement for closing.* Later on the agenda the City will see a Resolution authorizing the transfer of funds from the City of Melrose to the Melrose Area Development Authority for the purpose of land acquisition.
- Pursue Daylight Court 2 – One response on the RFP for Daylight Court,
 - The sole response we received to the RFP was for the combined lot 1&2.

- The offer price would pay for the MADA purchase and the bidder would accept up to the estimated amount of assessments. The bidder did have a lot on the Middendorf property as their first choice but until the property is platted and we have a chance to work on a layout, MADA does not recommend awarding that lot choice because we do not yet know how it would affect future development. City staff will be reaching back out to the bidder to make sure they understood the terms. City staff will also be working with the City Engineer to finalize costs for the lots in Daylight Court 2.

A.I. #7 ACTION ITEMS

- a. The Melrose Arts Council is requesting the City be the owner of the new “welcome sign.” They are also seeking a reoccurring budget allowance for the maintenance of the sign.

The Council by consensus tabled this matter. It will be discussed at the budget meeting and be brought back before the Council at a later date.

- b. Deleted

- c. The Council reviewed and gave consideration to ordering the abatement of nuisance conditions at 32 Rose Park SW, Melrose MN

Council Member Justin Frieler introduced Resolution No. 2022-41, Ordering the Abatement of Nuisance Conditions Located at 32 Rose Park SW, Melrose MN. The motion was seconded by Mr. Hill with a roll call vote recorded as follows:

FOR: Council Member: Justin Frieler, Hill, Travis Frieler, Klasen, and Mayor Finken
AGAINST: None

- d. The Council next reviewed and gave consideration to ordering the abatement of nuisance conditions at 48 Rose Park SW, Melrose MN.

Council Member Mark Hill introduced Resolution No. 2022-42, Ordering the Abatement of Nuisance Conditions Located at 48 Rose Park SW, Melrose MN. The motion was seconded by Mr. Travis Frieler with a roll call vote recorded as follows:

FOR: Council Member: Hill, Travis Frieler, Justin Frieler, Klasen, and Mayor Finken
AGAINST: None

- e. The Council reviewed and gave consideration to ordering the abatement of nuisance conditions at 101 Rose Park SW, Melrose MN.

Council Member Travis Frieler introduced Resolution No. 2022-43, Ordering the Abatement of Nuisance Conditions Located at 101 Rose Park SW, Melrose MN. The motion was seconded by Mr. Klasen with a roll call vote recorded as follows:

FOR: Council Member: Travis Frieler, Klasen, Hill, Justin Frieler, and Mayor Finken

AGAINST: None

f. Deleted

g. The Council reviewed and gave consideration to ordering the abatement of nuisance conditions at 204 2nd Street SW, Melrose MN.

Council Member Tony Klasen introduced Resolution No. 2022-45, Ordering the Abatement of Nuisance Conditions Located at 204 2nd Street SW, Melrose MN. The motion was seconded by Mr. Justin Frieler with a roll call vote recorded as follows:

FOR: Council Member Klasen, Justin Frieler, Hill, Travis Frieler, and Mayor Finken

AGAINST: None

h. The Council reviewed and gave consideration to ordering the abatement of nuisance conditions at 519 1st Street SE, Melrose MN.

Council Member Mark Hill introduced Resolution No. 2022-46, Ordering the Abatement of Nuisance Conditions Located at 519 1st Street SE, Melrose MN. The motion was seconded by Mr. Travis Frieler with a roll call vote recorded as follows:

FOR: Council Member: Hill, Travis Frieler, Justin Frieler, Klasen, and Mayor Finken

AGAINST: None

i. MADA has identified and entered into purchase agreements with two property owners to further the goals of the housing strategy. The City has a designated fund for the acquisition of property.

A motion was made by Mr. Klasen, seconded by Mr. Justin Frieler and unanimously carried approving Resolution No. 2022-47 Approving the Transfer of Land Acquisition Funds from the City of Melrose to the Melrose Area Development Authority for the Purpose of Funding Land Acquisition to Further Housing Development Goals.

j. Electrical Supervisor Avelsgard has obtained bids for a concrete pad at the warehouse. The cost would be shared with the Street/Parks Department as they will use a portion for sand/gravel storage. The Commission at its July 11 authorized installation of the concrete pad and bunker bin blocks at the east warehouse for a cost not to exceed \$18,406.66.

A motion was made by Mr. Hill, seconded by Mr. Travis Frieler and unanimously carried concurring with the Public Utilities Commission authorizing installation of concrete pad and bunker bin blocks at east warehouse for a cost not to exceed \$18,406.66.

k. Chief Craig Maus is requesting the rehiring of Stephanie Robak as a part-time police officer. Ms. Robak would start at Step 1 and would move to Step 2 upon completion of 2,080 hours. She has completed approximately 1,100 hours from

her previous employment with the City that would be counted towards the hours completed. Her hire would be contingent upon passing the pre-employment physical and drug test.

A motion was made by Mr. Hill, seconded by Mr. Travis Frieler and unanimously carried approving the hiring of Stephanie Robak as a part time police officer at Step 1.

A.I. #8 OLD BUSINESS

- a. Council Member Klasen has requested information on the LCCMR grant funding. Mr. Klasen wants to ensure the grant funding will cover the Sauk River Park improvements as the original grant was submitted for channel realignment and habitat restoration. City Administrator Winter stated that the grant has been revised and approved for the Sauk River Park improvements. Ms. Winter will provide the Council with the new legislative verbiage. Mayor Finken requested that staff look into it.

A.I.#9 NEW BUSINESS

- a. Staff is working on the 2023 budget. Due to time constraint and obtaining costs for CIP projects, staff is proposing to move back the budget meeting from August 18 to August 30 or August 31, allowing staff additional time to gather costs and submit cost estimates.

A.I. #10 INFORMATIONAL ITEMS

The following informational items were then reviewed:

- a. Utilities Commission's June 13, 2022, Regular Meeting minutes
- b. 2nd Quarter Ambulance Report

A.I. #11 ADJOURNMENT

A motion was made by Mr. Travis Frieler, seconded by Mr. Klasen, and unanimously carried to adjourn the meeting at 7:25 p.m.

PATRICIA HAASE – CITY CLERK