

**MELROSE CITY COUNCIL
REGULAR MEETING
MONDAY, JANUARY 5, 2023 – 6:00 P.M.**

AGENDA

1. Call to Order/Roll Call/Pledge of Allegiance
2. Oath of Office
3. Approval of Agenda
4. Open Forum
5. Consent Agenda
 - a. Appointments for the following:
 - 1) Assistant Weed Inspector
 - 2) City Forester
 - 3) Animal Control Officer
 - b. Designation of the following:
 - 1) Official Newspaper
 - c. Resolution No. 2023-1, Resolution Designating Official Depository and Supplemental Depositories for City Funds
 - d. Donation Resolution
 - 1) Resolution No. 2023-2 – Donation from Melrose American Legion Post 101
 - 2) Resolution No. 2023-3 – Donation from Stearns Electric Association Trust
6. Reports
7. Action Items
 - a. Appointments for the following:
 - 1) Acting Mayor
 - 2) Public Utilities Commission (One Member and Council Representative)
 - 3) Planning and Zoning Commission (Council Representative)
 - 4) Melrose Area Development Authority (One Member and Council Representative)
 - 5) Parks and Recreation Board (Two Members, and Council Representative)
 - 6) Fire Relief Association (Council Representative)
 - 7) Melrose Housing and Redevelopment Authority (One Council Representative) – Resolution No. 2023-4
 - b. Designation of the following:
 - 1) Grievance Representative
 - 2) Ad Hoc Labor and Personnel Committee Representative
 - * c. Part-Time Streets/Parks Maintenance Worker
8. Old Business
 - a. Rescind Granite City TIF Agreement/Resolution No 2022-69 A Resolution Calling for a Public Hearing on the Proposed Creation of Housing Tax Increment Financing District No. 13-1 Within Development District No. 13,

The Proposed Adoption of a Tax Increment Financing Plan Relating to GC
Partners Project and Other Housing Development Opportunities

9. New Business

10. Informational Items

11. Adjournment

*Amendment

**MELROSE CITY COUNCIL
REGULAR MEETING
MONDAY, JANUARY 5, 2023 – 6:00 P.M.**

A.I. #1 CALL TO ORDER/ROLL CALL/PLEDGE OF ALLEGIANCE

The Melrose City Council met in a Regular Meeting on Monday, January 5, 2023 at 6:00 p.m. at the Melrose City Center pursuant to due notice being given thereof. Present were Council Members Tony Klasen, Justin Frieler, Travis Frieler, Joeline Wieling, 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 OATH OF OFFICE

The City Administrator administered the Oath of Office to Mayor Joe Finken, and Council Member Travis Frieler. who were re-elected in November 2022 to serve for four-year terms beginning January 2023.

A.I. #3 APPROVAL OF AGENDA

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

A.I. #4 OPEN FORUM

Mayor Finken then opened the floor to public comment. There were no comments.

A.I. #5 APPROVAL OF CONSENT AGENDA

The following items were considered for approval under the Consent Agenda:

- a. 1) Assistant Weed Inspector
 Mayor to appoint for a one-year term. Streets/Parks Supervisor Gary Middendorf will serve in this position.
- 2) City Forester
 Mayor to appoint for a one-year term. Streets/Parks Supervisor Gary Middendorf will serve in this position.
- 3) Animal Control Officer
 Mayor to appoint for a one-year term the Melrose Police Department as the City Animal Control Officer.
- b. 1) Official Newspaper
 The Council to give consideration to designating the City's official newspaper for 2023. In the past the Star Post has served in this capacity.
- c. Resolution Designating Official Depository and Supplemental Depositories for City Funds. This resolution designates Magnifi Financial – Melrose as the official depository for 2023 and the Finance Director is given the authority to name additional depositories for the deposit of funds.

The Council may wish to again grant the Finance Director the authority to name the depositories. This could be done with the understanding that UBS Financial Services , and Freeport State Bank – Melrose would also be used

as depositories.

The motion designating the depositories of City funds should include the following, "For the purpose of being certain that all funds in financial institutions will be insured, the Finance Director shall have the authority pursuant to Minnesota Statutes 118A.02, Subd. 1, to name depositories for the deposit of funds so as to make certain that all City funds are either insured or collateral has been pledged by the depository as security, as permitted by M.S., Chapter 118A."

The Council to take action on the proposed resolution.

d. Donation Resolution

- 1) Resolution No. 2023-2 Donation from the Melrose American Legion Post 101 in the amount of \$1,000 towards the Tri-Cap Bus Service
- 2) Resolution No. 2023-3 Donation from Stearns Electric Association Trust in the amount of \$500 towards the Melrose Fire Department

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

A.I. #6 REPORTS

None

A.I. #7 ACTION ITEMS

a. Consideration to be given to the following appointments:

- 1) Acting Mayor

Council to take action appointing an Acting Mayor for a one-year term. Council Member Tony Klasen served as Acting Mayor 2022.

A motion was made by Mr. Justin Frieler, seconded by Ms. Wieling and unanimously carried reappointing Mr. Klasen as Acting Mayor for 2023.

- 2) Public Utilities Commission

The Council to appoint one member for a three-year term. Incumbent Eric Seanger is seeking reappointment. No other applications have been received.

A motion was made by Mr. Justin Frieler, seconded by Ms. Wieling and unanimously carried reappointing Eric Seanger to the Melrose Public Utilities Commission for a three-year term.

The Council to appoint a Council Representative for a one-year term to the Public Utilities Commission. Joe Finken served as the Council Representative for 2022.

A motion was made by Mr. Travis Frieler, seconded by Mr. Justin Frieler and unanimously carried reappointing Mr. Finken as the Council Representative for a one-year term.

3) Planning and Zoning Commission

The Council to appoint a Council Representative for a one-year term to the Planning and Zoning Commission. For 2022, Bunker Hill served as the Council Representative.

A motion was made by Mr. Klasen, seconded by Mr. Justin Frieler and unanimously carried appointing Ms. Wieling to the Planning and Zoning Commission, as the Council Representative for a one-year term.

4) Melrose Area Development Authority (MADA)

The Council to appoint one member for a six-year term to the Melrose Area Development Authority. Incumbent Jerome Duevel is seeking reappointment. No other application have been received.

A motion was made by Mr. Justin Frieler, seconded by Mr. Klasen and unanimously carried reappointing Mr. Duevel to the Melrose Area Development Authority for a six-year term.

The Council to appoint a Council Representative for a one-year term to the Melrose Area Development Authority. For 2022 Travis Frieler served as the Council Representative.

A motion was then made by Mr. Klasen, seconded by Mr. Justin Frieler and unanimously carried reappointing Mr. Travis Frieler to the Melrose Area Development Authority, as the Council Representative for a one-year term.

5) Parks and Recreation Board

The Council to appoint two members for a three-year term. Incumbent Craig Schiffler is seeking reappointment. With the seating of Ms. Wieling as a Council Member she is not seeking reappointment. No other applications have been received.

The Council to appoint two members to the Parks and Recreation Board each for a three-year term.

A motion was made by Mr. Justin Frieler, seconded by Ms. Wieling and unanimously carried reappointing Craig Schiffler to the Parks and Recreation Board for a three-year term.

Mayor to appoint and Council to concur appointing a Council Representative to the Parks and Recreation Board to serve a one-year term. For 2022, Justin Frieler served as the Council Representative.

A motion was made by Mr. Travis Frieler, seconded by Mr. Klasen and

unanimously carried reappointing Mr. Justin Frieler to the Parks and Recreation Board as the Council Representative for a one-year term.

6) Melrose Fire Relief Association

Council to appoint a Council Representative to the Fire Relief Association. Justin Frieler served as the Representative in 2022

A motion was made by Mr. Travis Frieler, seconded by Mr. Klasen and unanimously carried reappointing Mr. Justin Frieler to the Melrose Fire Relief Association, as the Council Representative for a one-year term.

7) Melrose Housing and Redevelopment Authority

Council to appoint a Council Representative to serve a one-year term to the Melrose Housing and Redevelopment Authority. Mark "Bunker" Hill served as Council Representative for 2022.

A motion was made by Mr. Klasen, seconded by Mr. Travis Frieler and unanimously carried adopting Resolution No. 2023-4 Resolution of Appointment.

- b. 1) The Council to give consideration to designating the Grievance Representative for 2023. The Utilities Commission will also designate their Grievance Representative for 2023 at its January 9, 2023 meeting. For 2022, Joe Finken was the Council representative and Jeremy Kraemer was the Utilities Commission representative. The Council to take action appointing a Council Member to serve as Grievance Representative for 2023.

A motion was made by Mr. Klasen, seconded by Ms. Wieling and unanimously carried appointing Mr. Travis Frieler as the Grievance Representative for 2023.

- 2) The Council to give consideration to appointing a member to the Ad Hoc Labor & Personnel Committee for future labor discussions. In 2022 Council Member Mark "Bunker" Hill served as Council Representative and Eric Seanger served as the Utilities Commission representative for this Committee. The Utilities Commission will be appointing a representative at its January 9, 2023 meeting. The Council to take action appointing a representative to the Ad Hoc Labor & Personnel Committee for 2023.

A motion was made by Mr. Justin Frieler, seconded by Ms. Wieling and unanimously carried appointing Mr. Klasen to the Ad Hoc Labor & Personnel Committee for 2023.

- c. The Council at its August 18, 2022 meeting approved the hiring of Bob Boeckermann to fill the temporary gap coverage of the Part-Time Streets/Parks Maintenance Worker from September 1, 2022 through December 31, 2022. Mr. Middendorf is requesting that Mr. Boeckermann be retained on an as needed basis until such time that Mr. Francis Hinnenkamp returns to the position.

retaining Mr. Boeckermann as the Part-Time Streets/Parks Maintenance worker until such time Mr. Hinnenkamp returns to the position.

A motion was made by Mr. Justin Frieler, seconded by Ms. Wieling, and unanimously carried retaining Mr. Boeckermann as the Part-Time Streets/Parks Maintenance worker until such time Mr. Hinnenkamp returns to the position.

A.I.#8 OLD BUSINESS

- a. At the regular Dec. 15th meeting a memo was handed out to the Mayor and Council members from Traci Ryan discussing a change in TIF for the Granite City Apt. project. Below is the language contained in that memo.

GC REP have requested a change in the type of TIF District to be created for their project.

On November 17 the City Council passed a resolution calling for a public hearing to consider the creation of a Housing TIF District. Because the developers feel that the market for their project would make meeting income guidelines work, they have asked the City to consider a WorkForce Housing TIF District which is relatively new. The primary differences are:

1. Work Force TIF would have a 9-year duration versus the 26 year duration of a housing TIF
2. Additional work is required to assure that the statutory requirements are met which involves:
 - a. Verification of area vacancy rates
 - b. County & School approval by resolution

The additional costs are proposed to be passed on to the developer

The development would still request 15 years of assistance and if a workforce housing TIF were done, the City would be asked to provide 6 years Tax Abatement. Tax Abatement can be stacked on the backside of a TIF District. We would not seek county and school abatement because we know that the county does not support these requests and the school share is small enough to not warrant the request.

A very preliminary look at TIF and abatement projections indicated that this change will not impact the public cost directly attributable to this project but it will reduce the ability to use County and School increment to cash flow additional development in the subdivision. A full review and projections will be presented to the council at their regular January meeting. The relevant statutes that provide the City the authority to proceed forth with TIF and Abatement are – 469.176, subdivision 4c and 469.183 respectively.

At this time Staff is requesting that the Council agree to move forward with a Workforce Housing TIF project and to rescind Resolution No 2022-69 A Resolution Calling for a Public Hearing on the Proposed Creation of Housing Tax Increment Financing District No. 13-1 Within Development District No. 13, The Proposed Adoption of a Tax Increment Financing Plan Relating to GC Partners Project and Other Housing Development Opportunities

A motion was made by Mr. Justin Frieler seconded by Ms. Wieling and unanimously carried to rescind Resolution No 2022-69 A Resolution Calling for a Public Hearing on the Proposed Creation of Housing Tax Increment Financing District No. 13-1 Within Development District No. 13, The Proposed Adoption of a Tax Increment Financing Plan Relating to GC Partners Project and Other Housing Development Opportunities, and to move forward with a Workforce Housing TIF project.

A.I. #9 NEW BUSINESS

None

A.I. #10 INFORMATIONAL ITEMS

None

A.I. #11 ADJOURNMENT

A motion was made by Mr. Travis Frieler, seconded by Mr. Justin Frieler and unanimously carried that the meeting be adjourned at 6:30 p.m.

PATRICIA HAASE – CITY CLERK