



**CITY COUNCIL AGENDA
SPECIAL CITY COUNCIL MEETING
February 28, 2022 4:00 P.M.**

The City of Montrose is committed to maintaining a safe, welcoming, family-friendly community, with affordable housing, where parents can raise their families; to ensuring our skilled, motivated employees provide high quality public services at a value; to sound stewardship and fiscal responsibility to ensure our city remains strong and prosperous, both now and into the future; to nurturing business-friendly partnerships to promote economic development and local jobs; to thoughtfully address community needs and plan for growth, innovation and sustainable development; and to ethical leadership that is responsive and accountable to our citizens.

Montrose City Community Center
200 Center Avenue South
Montrose, Minnesota 55363

1. CALL TO ORDER

2. ROLL CALL

3. DISCUSS WRIGHT COUNTY ANNUAL REPORT

4. BUSINESS

- a. Resolution 2022-09 – *A Resolution of the City Council of the City of Montrose Approving a Preliminary Plat for a 27-Lot Single-Family Residential Project*
- b. Resolution 2022-10 – *A Resolution of the City Council of the City of Montrose Approving a Preliminary Plat for an 8-Lot Single-Family Residential Project*
- c. Compost Site Discussion
- d. Lawn Mowing Services Discussion

5. ACKNOWLEDGEMENTS

6. UPCOMING MEETINGS

- A. Park and Recreation Commission Meeting – CANCELLED for March 3, 2022
- B. Planning and Zoning Commission Meeting – Wednesday, March 9, 2022 at 7:00 p.m. in the Montrose Community Center
- C. Regular City Council Meeting – Monday, March 14, 2022 at 7:00 p.m. in the Montrose Community Center

D. Economic Development Authority Meeting – Tuesday, March 15 at 12:00 p.m. in the Montrose City Hall Conference Room.

7. ADJOURNMENT

Montrose MINNESOTA
it's good to be home



Wright County Sheriff's Office
Activity Report
2021



MISSION

The Wright County Sheriff's Office, in partnership with the community, is committed to improving our quality of life. We uphold the Constitutions of the United States and the State of Minnesota, and dedicate ourselves to maintaining order, protecting life and property, reducing the fear of crime and ensuring a safe and secure correctional facility. We hold ourselves accountable to the guiding principles of integrity, professionalism, caring, and fairness.

GUIDING PRINCIPLES

INTEGRITY

We pride ourselves on upholding the highest ethical standards that guide us to serve in a trustworthy, truthful, and honorable manner.

PROFESSIONALISM

We inspire trust and cooperation within the community and the Sheriff's Office. We are well-trained, highly motivated, progressive and innovative while providing responsive and quality service.

CARING

We are compassionate and respectful. We are approachable, understanding, and considerate of the needs of all people.

FAIRNESS

We are equitable, just and consistent. We serve the community and each other in an unbiased and impartial manner.



Sheriff Sean Deringer

Mayor Kirby Moynagh, City Council Members Tom Marszalek, Nicole Andreoff, Sam Solarz, David Paradeise and
City Clerk/Treasurer Michael Sommerseld – Deputy Clerk Cristy Gerard and City Administrator Jessica Bonniwell

Citizens of Wright County,

The Wright County Sheriff's Office is the 3rd largest Sheriff's Office in the State of Minnesota. We provide law enforcement services to 13 of the county's 16 cities along with all unincorporated areas of Wright County. In a strong partnership with the community, we are able to provide the citizens with reliable service to maintain the high-level quality of life that we have come to enjoy and expect.

There are five divisions within the Sheriff's Office: Patrol, Criminal Investigations, Operations, Business Management and Corrections. Each division is broken down into smaller units such as: administration, court security, communications, community services, detective, emergency management, emergency response team, k-9, special investigations, school resource, recreational services, civil/warrants/transport, and traffic enforcement.

With the help of our community, the Wright County Sheriff's Office will continue to meet our challenges of providing high quality, cost effective and efficient law enforcement services to everyone in Wright County.

I look forward to working with and collaborating with our community leaders and citizens to ensure that we continue to carry out our mission of "keeping the peace" with professionalism, fairness, caring and integrity.

Respectfully,

A handwritten signature in black ink, appearing to read "S. Deringer".

Sean A. Deringer

Wright County Sheriff



10 year look back at Montrose contracting history with the Sheriff's Office:

○ Contract rate history:

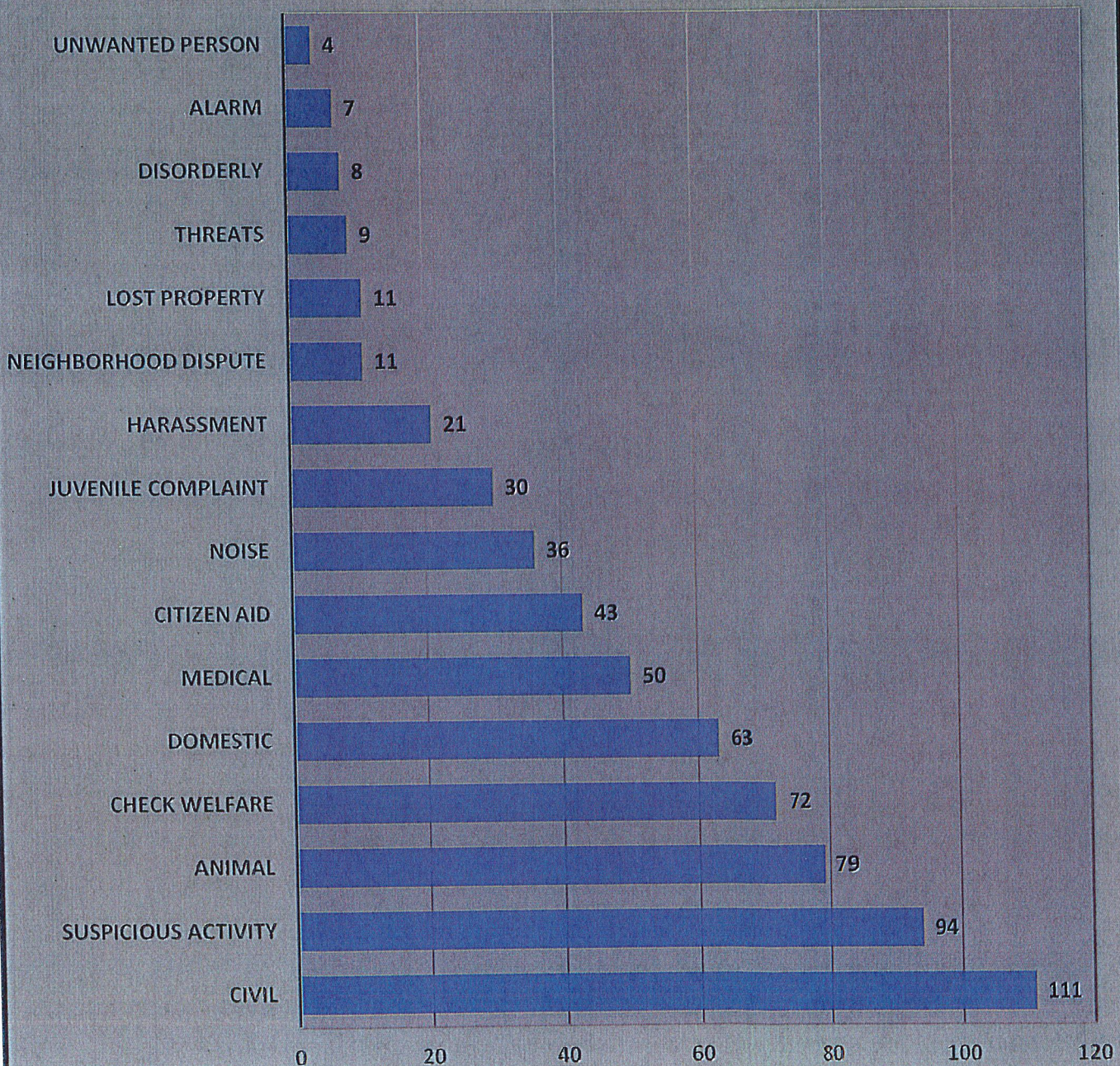
▪ 2012: \$59.75 Hourly	Annual Cost	\$174,948
▪ 2013: \$60.50 Hourly	Annual Cost	\$176,660
▪ 2014: \$62.50 Hourly	Annual Cost	\$182,500
▪ 2015: \$64.50 Hourly	Annual Cost	\$188,340
▪ 2016: \$67.00 Hourly	Annual Cost	\$196,176
▪ 2017: \$69.50 Hourly	Annual Cost	\$202,940
▪ 2018: \$72.00 Hourly	Annual Cost	\$262,800
▪ 2019: \$74.50 Hourly	Annual Cost	\$271,925
▪ 2020: \$78.25 Hourly	Annual Cost	\$286,395
▪ 2021: \$81.75 Hourly	Annual Cost	\$298,388
▪ 2022: \$84.20 Hourly	Projected Cost	\$307,330

The City of Montrose has been contracting for law enforcement services with the Sheriff's Office since the early 1970's. Montrose increased their law enforcement coverage from 5 hours to 8 hours a day in 2004. In January of 2018, Montrose added an additional 2 hours of coverage for a total of 10 hours a day.

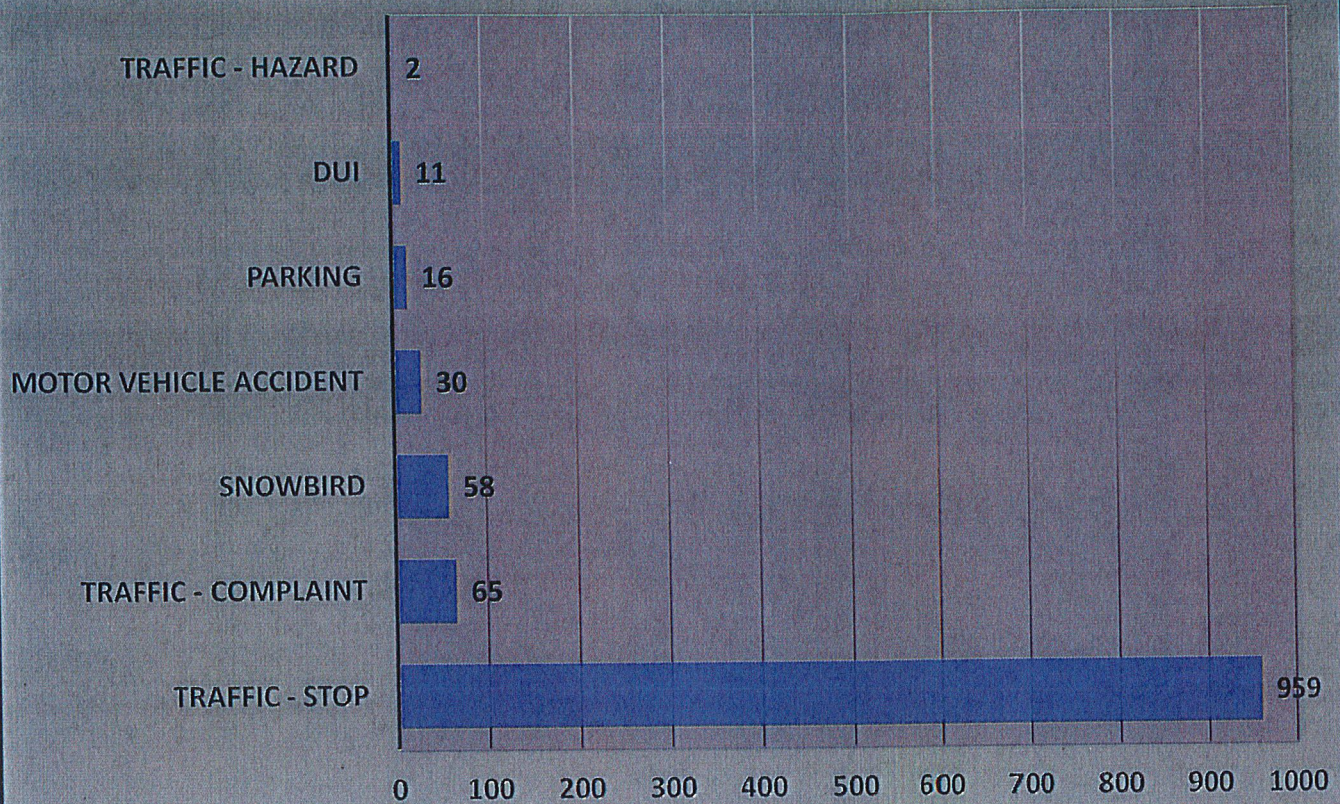
2021 Activity

Sheriff Deputies responded to 2,785 calls for service in Montrose in 2021. Of those calls for service, 1,300 incidents turned into a case report and required further investigation by the deputies. The summary below contains a snapshot of the Montrose 2021 law enforcement activity.

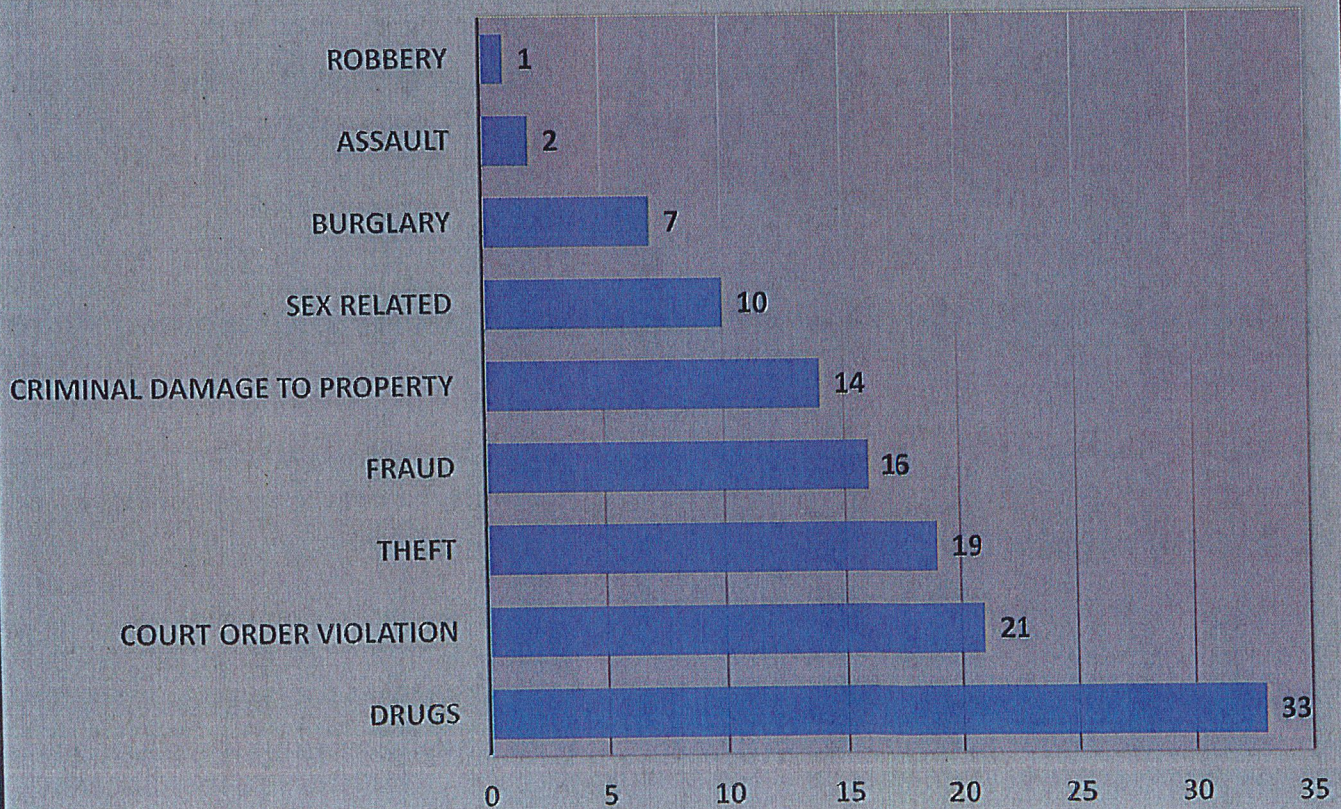
2021 Montrose Quality of Life Incidents



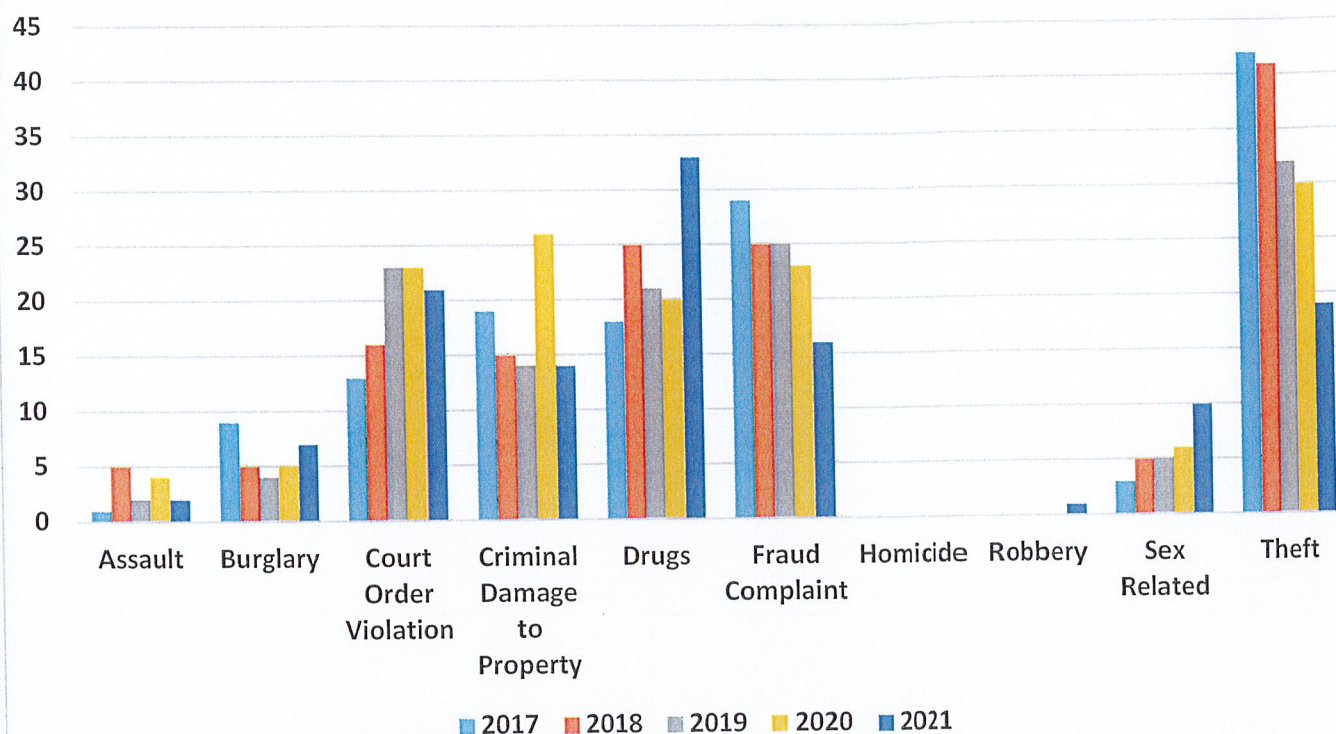
2021 Montrose Traffic Calls



2021 Montrose Crime Incidents



2017 - 2021 Crime Comparison



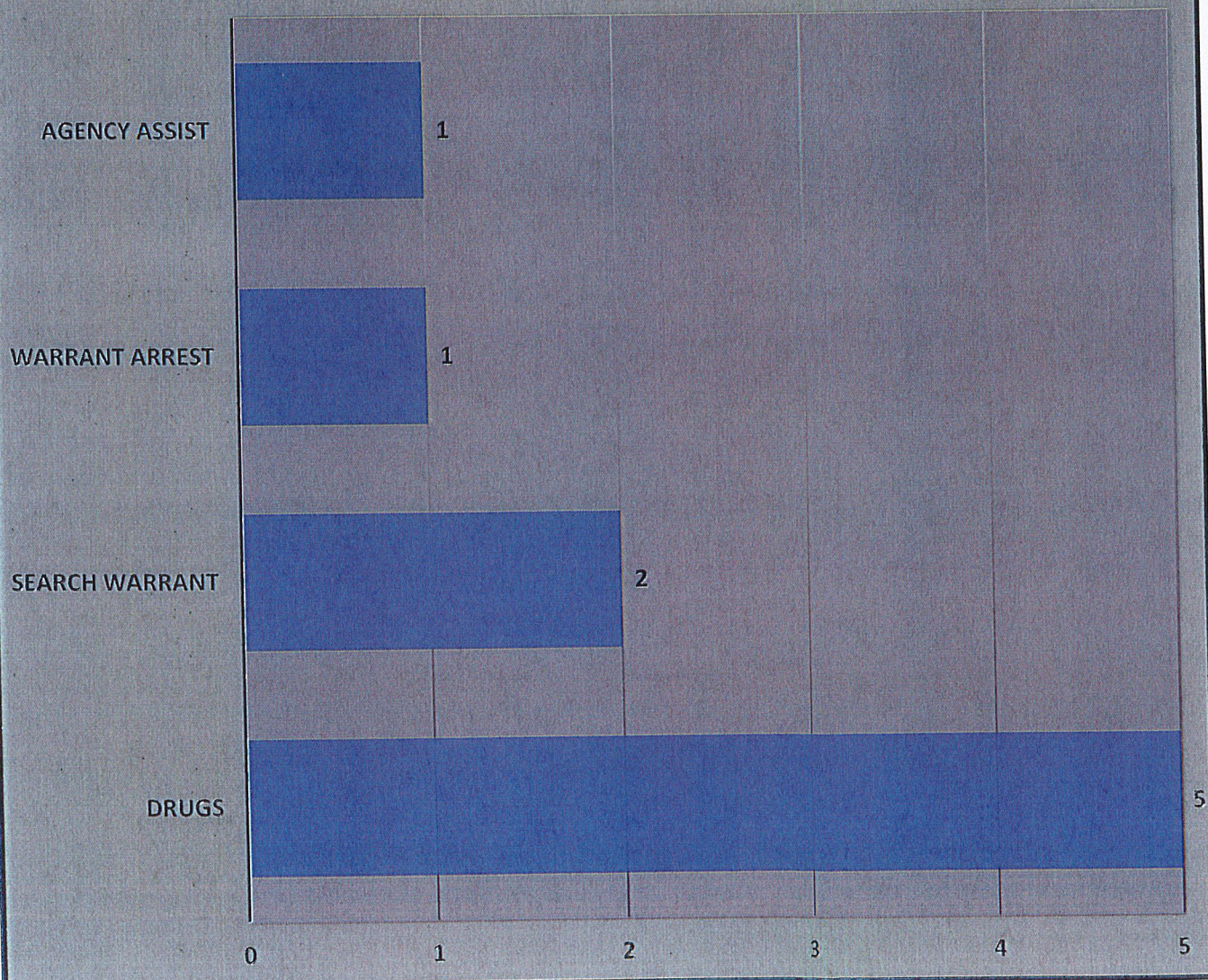
2017 – 2021 City of Montrose Significant Incident Codes

Significant Crime Calls	2017	2018	2019	2020	2021
Assault	1	5	2	4	2
Burglary	9	5	4	5	7
Court Order Violation	13	16	23	23	21
Criminal Damage to Property	19	15	14	26	14
Drugs	18	25	21	20	33
Fraud Complaint	29	25	25	23	16
Homicide	0	0	0	0	0
Robbery	0	0	0	0	0
Sex Related	3	5	5	6	10
Theft	42	41	32	30	19
Total	134	137	126	137	123

The Sheriff's Office implemented a Gas Drive-Off program in the beginning of 2020 and the changes are reflected in the 2020 Theft category*

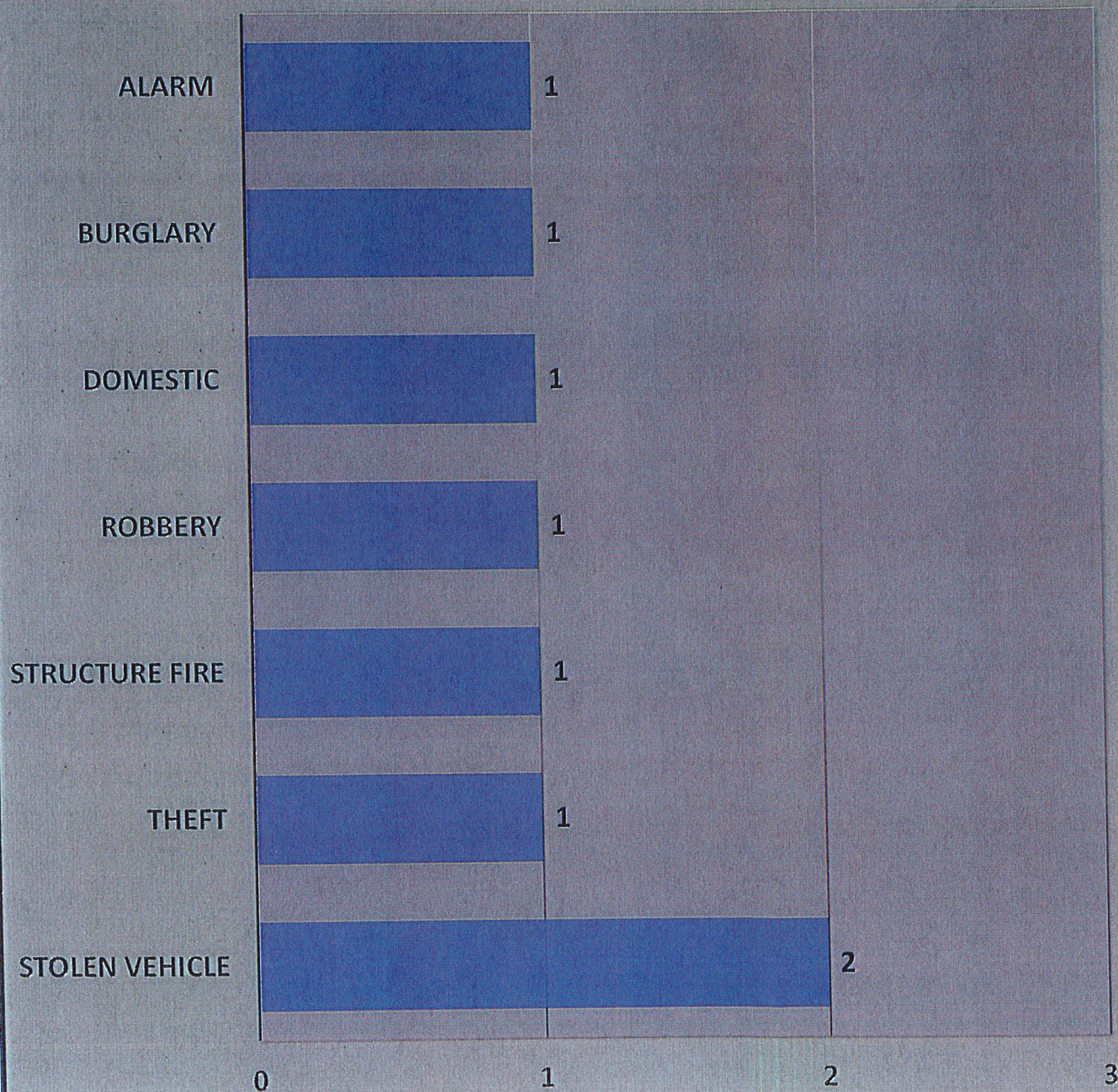
The **Special Investigations Unit (SIU)** is part of the Wright County Sheriff's Office Criminal Investigations Division. The unit is comprised of a sergeant and two full time deputies. This is the only plain clothes and unmarked unit within the Sheriff's Office. Due to SIU's unique ability to blend in with the public, they are often utilized in situations where a marked patrol unit would not be feasible. This includes the arrest of people with warrants who commonly flee when confronted by a uniformed deputy or conducting surveillance of locations with suspected criminal activity. One of the main functions of SIU is to investigate drug crimes within Wright County. This is accomplished through investigative work, speaking with concerned citizens and informants, collaborating with other law enforcement agencies, utilizing social media, and through physical and electronic surveillance. SIU serves approximately 70 search warrants per year within the county along with assisting other local agencies with some of their search warrants. SIU also handles the civil forfeiture of cash, vehicles and firearms when their use or possession was related to controlled substance.

2021 Montrose Special Investigations Unit



The **Major Crimes Investigation Unit (MCIU)** is responsible for documenting and processing crime scenes and evidence collected from scenes. The unit will respond when needed for death investigations, assaults, robberies, burglaries, or any scene where advanced skills and processing techniques are needed to collect and document evidence. MCIU also responds to motor vehicle crashes resulting in serious injuries or death. Besides documenting the crime scenes, MCIU is trained in processing evidence for latent prints, DNA evidence, tire and shoe tread patterns, tool mark evidence, biological stains, and trace evidence. Most of the evidence collected is sent to the Midwest Regional Forensic Laboratory where further analysis and comparison is done and hopefully identifications are made.

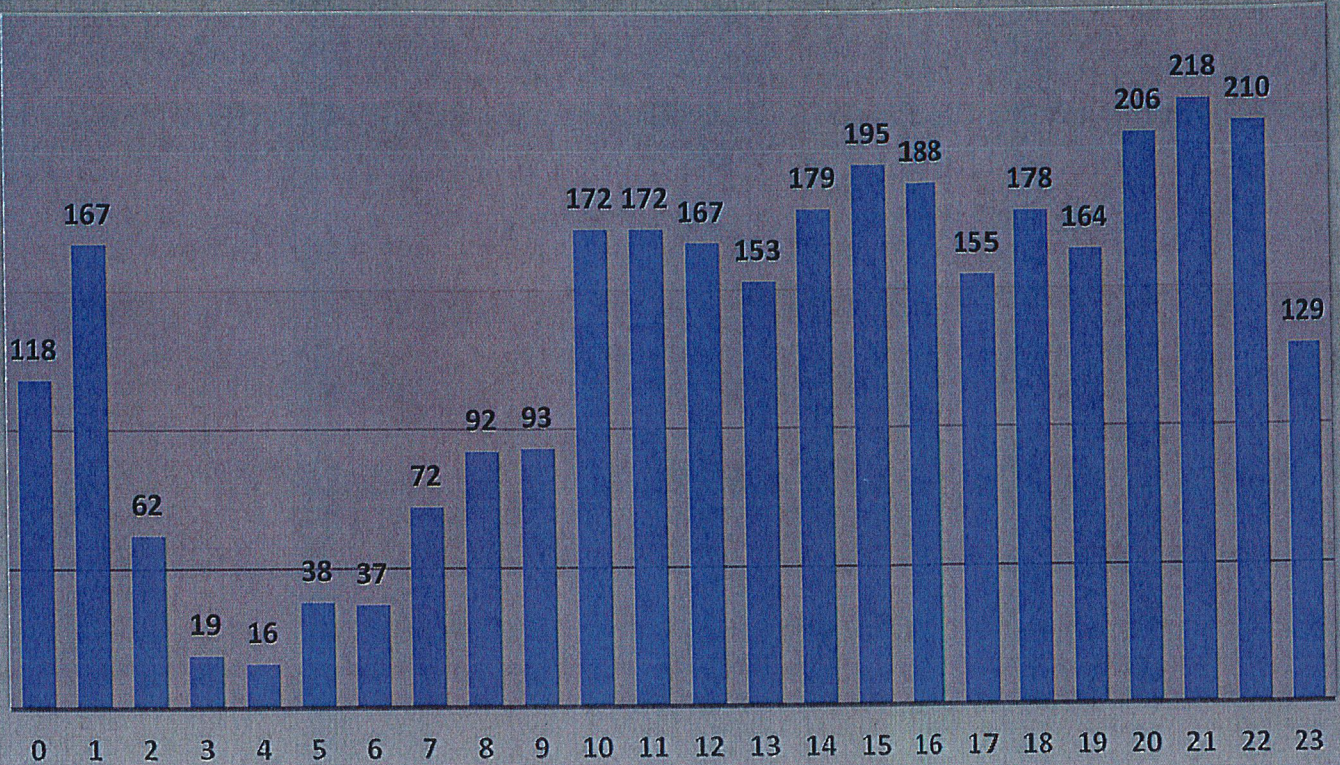
2021 Montrose Major Crimes Investigations Unit



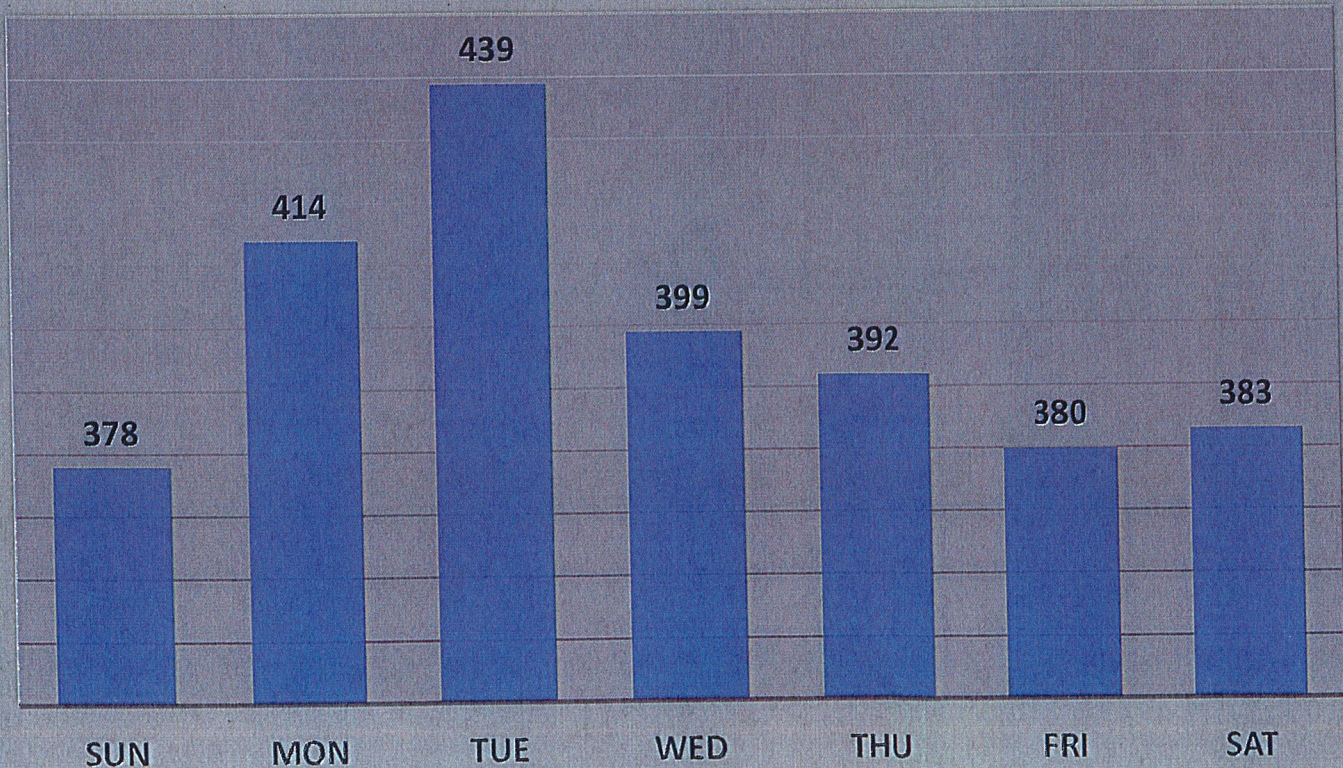
2021 City Comparison

	Montrose	Delano	Rockford
Significant Crime Calls			
Assault	2	2	6
Burglary	7	5	6
Court Order Violation	21	12	16
Criminal Damage to Property	14	34	40
Drugs	33	36	20
Fraud Complaint	16	28	23
Homicide	0	0	0
Robbery	1	1	0
Sex Related	10	8	3
Theft	19	55	35
Significant Quality of Life Calls			
Alarm	7	22	15
Animal	79	38	39
Check Welfare	72	74	81
Citizen Aid	43	50	32
Civil	111	57	65
Disorderly	8	10	5
Domestic Disturbance	63	19	42
Harassment	21	16	17
Juvenile Complaint	30	120	68
Lost - Found Property	11	35	12
Medical	50	59	37
Neighborhood Dispute	11	10	8
Noise	36	19	18
Suspicious Activity	94	152	103
Threats	9	10	10
Unwanted Person	4	9	12
Traffic Calls			
DUI	11	11	12
Motor Vehicle Accident	30	88	43
Parking	16	24	22
Seasonal Parking	58	54	33
Traffic - Complaint	65	126	97
Traffic - Hazard	2	8	6
Traffic - Stop	959	775	1106

2021 Montrose Calls by Time of Day



2021 Montrose Calls by Day of Week





Wright County Sheriff's Office



3800 Braddock Ave NE
Buffalo, MN 55313

1-800-362-3667
Fax: 763-682-7610

Command Staff Contact Information:

Sheriff Sean Deringer	sean.deringer@co.wright.mn.us
Chief Deputy Matt Treichler	matthew.treichler@co.wright.mn.us
Office Administrator Shawna Athman	shawna.athman@co.wright.mn.us
Operations Captain Todd Hoffman	todd.hoffman@co.wright.mn.us
Operations Lieutenant Albert Lutgens	albert.lutgens@co.wright.mn.us
Investigations Captain Annette Habisch	annette.habisch@co.wright.mn.us
Investigations Lieutenant Eric Kunkel	eric.kunkel@co.wright.mn.us
Patrol Captain Todd Sandin	todd.sandin@co.wright.mn.us
Jail Captain Pat O'Malley	patrick.o'malley@co.wright.mn.us
Patrol Lieutenant Jason Kramber	jason.kramber@co.wright.mn.us
Patrol Lieutenant Jeremy Wirkkula	jeremy.wirkkula@co.wright.mn.us
Professional Standards Lieutenant	ryan.ferguson@co.wright.mn.us
District Sergeant Josh Hinton	josh.hinton@co.wright.mn.us

**CITY OF MONTROSE
WRIGHT COUNTY, MINNESOTA
RESOLUTION NO. 2022-09**

Date: Resolution No.
Motion By: Seconded By:

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTROSE
APPROVING A PREIMINARY PLAT FOR A 27-LOT SINGLE FAMILY
RESIDENTIAL PROJECT**

**PID: 112-044-000030
CURRENT LEGAL: OUTLOT A, NORTHRIDGE 3RD ADDITION**

WHEREAS, the applicant proposes to plat the parcel identified above for single family residential lots; and

WHEREAS, the subject property is zoned R-1, Single Family Residence District, in which such lots are allowed as permitted uses; and

WHEREAS, the applicant has requested a Preliminary Plat for 27 single family lots, public streets to serve said lots, and outlots for public use; and

WHEREAS, the proposed use and site improvements, subject to the conditions identified in the staff reports prepared for the Planning Commission agenda of February 9, 2022, and as later may be supplemented, are consistent with the intent and requirements of the R-1 zoning district and the City's land use objectives for the site; and

WHEREAS, the subject plat, known as "Northridge 6th Addition", is consistent with the original preliminary plat for the area, and furthers the connection of streets and other public improvements as provided for in adjoining development; and

WHEREAS, the Planning Commission held a public hearing to consider the matter at its regular meeting on February 9, 2022 and the applicant and members of the public were provided the opportunity to present information to the Planning Commission; and

WHEREAS, the City Council has considered all of the comments and the staff report, which are incorporated by reference into the resolution; and

WHEREAS, the City Council of the City of Montrose makes the following Findings of Fact in relation to the preliminary plat approval, pursuant to the conditions identified by staff and others:

1. The proposed plat is consistent with the intent of the Montrose Comprehensive Plan.
2. The proposed plat will not create undue burdens on public systems, including streets and utilities, or parking supply or access.
3. The property will be used in a manner consistent with the requirements of the R-1 Zoning District.
4. The elements recommended by staff, and as adopted and recommended by the Planning Commission, are necessary conditions for approval of said plat.
5. Without approval of the plat as designed, reasonable use of the property would not be feasible, and the intent of the City's economic and housing development plans would suffer.
6. The plat as designed will not overwhelm the ability of the site, surrounding roadways, or other public services to serve the property.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Montrose, Minnesota that the proposed Preliminary Plat is hereby approved, with the following conditions:

1. The applicant works with the City staff and consultants on amending grading in the plat to further reduce tree loss and the attendant replacement requirements.
2. The applicant increases replacement planting in accordance with the comments in this report and where available as a part of revisions to the grading plan noted above.
3. The applicant provides additional replacement tree planting not possible in the proposed plat in accordance with the Subdivision Ordinance noted above, including either or both tree planting in eligible off-site locations and/or cash payments according to city policy and ordinances.
4. The applicant enters into a development contract securing the various public and private improvements and the established required park dedication.
5. The applicant provides for and financially secures tree and lawn planting as a part of the plat construction.
6. The applicant complies with the requirements of the City Engineer related to street, utility, grading, and stormwater requirements.
7. Other recommendations of staff and/or Planning Commission following the public hearing.

ADOPTED this 28th day of February, 2022, by the City Council of the City of Montrose, Minnesota.

MONTROSE CITY COUNCIL

By: _____
Kirby Moynagh, Mayor

ATTEST:

Jessica Bonniwell, City Administrator

**CITY OF MONTROSE
WRIGHT COUNTY, MINNESOTA
RESOLUTION NO. 2022-10**

Date:

Resolution No.

Motion By:

Seconded By:

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MONTROSE
APPROVING A PREIMINARY PLAT FOR AN 8-LOT SINGLE FAMILY
RESIDENTIAL PROJECT**

PID: 112-039-000040

CURRENT LEGAL: OUTLOT C, ROLLING MEADOWS 2nd ADDITION

WHEREAS, the applicant proposes to plat the parcel identified above for single family residential lots; and

WHEREAS, the subject property is zoned R-1, Single Family Residence District, in which such lots are allowed as permitted uses; and

WHEREAS, the applicant has requested a Preliminary Plat for 8 single family lots, public streets to serve said lots, and necessary easements and outlots for public use; and

WHEREAS, the proposed use and site improvements, subject to the conditions identified in the staff reports prepared for the Planning Commission agenda of November 10, 2021, and as later may have been supplemented, are consistent with the intent and requirements of the R-1 zoning district and the City's land use objectives for the site; and

WHEREAS, the subject plat, known as "Rolling Meadows 4th Addition", is consistent with the original preliminary plat for the area, and furthers the arrangement of streets and other public improvements as provided for in the subject neighborhood; and

WHEREAS, the Planning Commission held a public hearing to consider the matter at its regular meeting on November 10, 2021 and the applicant and members of the public were provided the opportunity to present information to the Planning Commission; and

WHEREAS, the City Council has considered all of the comments and the staff report, which are incorporated by reference into the resolution; and

WHEREAS, the City Council of the City of Montrose makes the following Findings of Fact in relation to the preliminary plat approval, pursuant to the conditions identified by staff and others:

1. The proposed plat is consistent with the intent of the Montrose Comprehensive Plan.
2. The proposed plat will not create undue burdens on public systems, including streets and utilities, or parking supply or access.
3. The property will be used in a manner consistent with the requirements of the R-1 Zoning District.
4. The elements recommended by staff, and as adopted and recommended by the Planning Commission, are necessary conditions for approval of said plat.
5. Without approval of the plat as designed, reasonable use of the property would not be feasible, and the intent of the City's economic and housing development plans would suffer.
6. The plat as designed will not overwhelm the ability of the site, surrounding roadways, or other public services to serve the property.

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Montrose, Minnesota that the proposed Preliminary Plat is hereby approved, with the following conditions:

1. The applicant coordinates with the City Engineer in construction details of the temporary cul-de-sac.
2. The applicant provides sidewalk per the plan, and provides funds for the extension of the sidewalk past Lots 3 and 4, Block 1, to be constructed at the time of the street extension.
3. The terminus of the current street is closed with an appropriate barrier, and signed to notify residents of the likelihood of future street extension.
4. The applicant enters into a development contract securing the various public and private improvements and the required park dedication.
5. The applicant provides for tree and lawn planting as a part of the plat construction.
6. The applicant complies with the requirements of the City Engineer related to street, utility, grading, and stormwater requirements.
7. Other recommendations of staff and/or Planning Commission following the public hearing.

ADOPTED this 28th day of February, 2022, by the City Council of the City of Montrose, Minnesota.

MONTROSE CITY COUNCIL

By: _____
Kirby Moynagh, Mayor

ATTEST:

Jessica Bonniwell, City Administrator

Contract Mowing and trimming to be Bid out.

83.51 Acres

Clementa Ave Mower and Trim side of road.

White Tail Ridge Disc Golf	26.7 Acres
Forest Creek Park	7.84 Acres
Hill Street Park	2.2 Acres
Thorson Park	3.5 Acres
Lent Park	9.97 Acres
North Ridge Park	14.6 Acres
Regional Park	18.7 Acres



June 1997

Existing Park & Trails Facilities City of Montrose

Montrose City Parks									
Park Name	Area	Acres	Year	Facilities	Playground	Swimming	Trails	Other	Notes
White Tail Ridge Park (Disc Golf Course)	100	100	1995	Disc Golf Course					
Forest Creek Park	100	100	1995	Trails					
Regional Park	100	100	1995	Trails					
Northridge Park	100	100	1995	Trails					
Leopold Park	100	100	1995	Trails					
Thorson Park	100	100	1995	Trails					
Carver Field	100	100	1995	Baseball Field					
Veterans Park	100	100	1995	Trails					
Lions Park	100	100	1995	Trails					
Rock Brook Park	100	100	1995	Trails					
Pheasant Hills Park	100	100	1995	Trails					
Montrose Elementary School	100	100	1995	School					

Legend

- Sidepaths & Trails
- Pavement
- Non-City Facilities
- Streams
- Protected Areas
- Pavement
- City Limits
- Scale: 0 100 200 Feet



City Mowing and Trimming

30.7 Acres

HWY 25 Mowing and Trimming

HWY 12 Mowing and Trimming

Co. Road 12 Mowing and Trimming

Rock Brook Park	.4 Acres
Preserve	14.3 Acres
Lions Park	1.0 Acres
Carver Field	3.8 Acres
Vets Park	3.3 Acres
Pheasant Hills	7.9 Acres
Wastewater treatment Plant	--?-- Acres
Water Treatment Plants	--?—Acres
City Hall	--?-- Acres



Bids on Mowing Services for the City of Montrose, cutting grass and trimming once per week for 28 weeks:

Bids Received	Cost Per Week	Annual Cost
Bid #1	\$1,918.91	\$53,729.48
Bid #2	\$3,123.21	\$87,450.00
Bid #3	\$4,464.28	\$125,000.00
Bid #4	No Response	No Response

Summer Help, working 25 weeks @ 40 hours per week.

We pay \$11.00 per hour.

1 summer helper @ \$11.00 per hour, per week \$440.00 per year \$11,000.00

2 summer helpers @ \$22.00 per hour, per week \$880.00 per year \$22,000.00

We should pay 15.00 per hour.

1 summer helper @ \$15.00 per hour, per week \$600.00 per year \$15,000.00

2 summer helpers @ \$30.00 per hour, per week \$1,200.00 per year \$30,000.00

1 City guy @ \$23.61 per hour, per week \$864.40 per week per year \$21,610.00

2nd City guy @ \$28.36 per hour, per week \$1,134.00 per week per year \$28,360.00

3rd City guy @ \$25.90 per hour, per week \$1,036.00 per week per year \$25,900.00

Two New John Deere Z99R Diesel Mowers @ \$26,759.00 each.

We have mowers 2 mowers worth about \$20,759.00 each.

One 1600 wide area mower new \$75,429.00 worth about \$14,000.00 to \$19,000.00

Upgrade two Z99R about \$16,000.00 per year