



CITY COUNCIL AGENDA REGULAR MEETING

**Monday, March 14, 2022
7:00 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 Community Center
200 Center Avenue South
Montrose, Minnesota 55363

1. CALL TO ORDER

2. ROLL CALL

3. INVOCATION

A. Ms. Therese Marszalek, MA Div. – Buffalo Covenant Church

4. PLEDGE OF ALLEGIANCE

5. APPROVAL OF AGENDA

6. APPROVAL OF CONSENT AGENDA

A. Minutes

1. February 14, 2022 Regular City Council Meeting – prepared by J. Bonniwell
2. February 28, 2022 Special City Council Meeting – prepared by J. Bonniwell

B. Accounts Payable

1. City, March 14, 2022 – prepared by M. Sommerfeld
2. Fire Department, March 14, 2022 – prepared by M. Sommerfeld

C. Monthly Utility Adjustments, February 2022 – prepared by C. Gerard

D. Resolution 2022-11 – Resolution Approving Transfer of Funds

1. Resolution 2022-11 – *A Resolution Approving the Transfer of Funds to Close the Refuse (Garbage) Fund*

E. Resolution 2022-12 – Resolution Approving the Transfer of Funds

1. Resolution 2022-12 – *A Resolution Approving the Transfer of Funds for the 2020 Pavement Improvement Project*

7. **WRIGHT COUNTY SHERIFF'S OFFICE**

- A. February, 2022 Monthly Report and Hours Report

8. **REPORTS AND RECOMMENDATIONS OF THE CITY DEPARTMENTS, CONSULTANTS, COMMISSIONS, AND COMMITTEES**

A. City Council

1. Monthly Activity Report

B. Montrose Fire Department

1. February, 2022 Activity Report

C. Personnel and Employee Development Committee

1. American Federation of State, County and Municipal Employees, Council 65, Local 2685-0002 Memorandum of Agreement for City Clerk/Treasurer and Public Works Director Salary
2. Public Works Director Job Description Approval
3. Appoint New Public Works Director – Internal Promotion

D. City Engineer

1. Updates from City Engineer

E. Public Works

1. Compost Site Discussion – Approve Wage and Posting for Seasonal Position
2. Lawn Mowing Bid for Summer Mowing
3. Clean-up Day Discussion
4. City Property Garage and House Demolition Discussion

9. **OLD BUSINESS**

A. Lions Club Gambling License Discussion

B. Lawful Gambling Ordinance Amendment

1. Ordinance No. 2022-03 – *An Ordinance Amending Chapter 73 of the Montrose City Code Relating to Lawful Gambling*
2. Resolution 2022-13 – *A Resolution Authorizing Summary Publication of Ordinance 2022-03: An Ordinance Amending Chapter 73 of the Montrose City Code Relating to Lawful Gambling*

C. Resolution 2022-14 – Approve Charitable Gambling License

1. Resolution 2022-14 – *A Resolution Approving a Charitable Gambling License for the Delano Area Youth Hockey Association*

10. **NEW BUSINESS**

- A. Easter Egg Hunt – Candy and Egg Count Info
- B. Xcel Energy Mobile Substation Site Lease Contract
 - 1. Xcel Energy Mobile Substation Site Lease Contract
 - 2. Resolution 2022-15 – *A Resolution Approving a Mobile Substation Site Lease with Northern States Power Company*
- C. Forest Creek Walking Trail Repair Discussion
- D. May Meeting Date Discussion

11. OPEN FORUM

12. UPCOMING MEETINGS

- A. Park and Recreation Meeting – CANCELLED for April 7, 2022
- B. Regular City Council Meeting – Monday, April 11, 2022 at 7:00 p.m. in the Montrose Community Center
- C. Planning and Zoning Commission Meeting – Wednesday, April 13, 2022 at 7:00 p.m. in the Montrose Community Center
- D. Economic Development Authority Meeting – Tuesday, April 19, 2022 at 12:00 p.m. in the Montrose City Hall Conference Room

13. ACKNOWLEDGEMENTS

14. ADJOURNMENT

City of Montrose
 Regular City Council Meeting
 Montrose Community Center
 200 Center Avenue South
 Monday, February 14, 2022
 7:00 P.M.

1. CALL TO ORDER

Pursuant to call and notice the Montrose City Council met in Regular Session on Monday, February 14, 2022 at 7:00 p.m.

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

2. ROLL CALL

Present: Mayor Robert W. Moynagh III
 Council Member Sam Solarz
 Council Member David Paradeise
 Council Member Tom Marszalek
 Council Member Nicole Andreoff

Staff Present: Ms. Jessica Bonniwell, City Administrator
 Mr. Jared Voge, City Engineer
 Mr. Michael Sommerfeld, City Clerk/Treasurer
 Ms. Cristy Gerard, Deputy Clerk

3. INVOCATION

A. Pastor Paul Baker from Montrose United Methodist Church gave the Invocation.

4. PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was taken.

5. APPROVAL OF THE AGENDA

A. Approval of the Agenda

Council Member Marszalek motioned to approve the February 14, 2022 City Council Agenda, with the addition of "Ugly Bar Gambling License Discussion", Item 10.E under New Business. Council Member Paradeise seconded the motion. Motion carried 5-0.

6. APPROVAL OF THE CONSENT AGENDA

A. Minutes

1. Accepted the minutes of the January 10, 2022 Regular City Council Meeting

B. Accounts Payable

1. Approved the February 14, 2022 Accounts Payable for the City of Montrose

2. Approved the January 10, 2022 Accounts Payable for the Montrose Fire Department
3. Approved the February 14, 2022 Accounts Payable for the Montrose Fire Department
- C. Approved the Monthly Utility Adjustments for January 2022
- D. Approved Resolution 2022-05 – *A Resolution Approving the Mayoral Appointments for the Year 2022*

Council Member Marszalek motioned to approve the amended February 14, 2022 Consent Agenda as presented. Council Member Solarz seconded the motion. Motion carried 5-0.

7. WRIGHT COUNTY SHERIFF'S OFFICE

- A. January, 2022 Monthly Report presented in packet.

Wright County Sheriff Sean Deringer stopped by to give an overall update for the Wright County Sheriff's Department. Wright County is actively hiring and has been very successful overall in retaining people within the organization. Wright County tends to have more positive support towards law enforcement than some of the other metro counties, and Sheriff Deringer said that contributes to their success in maintaining a strong force of employees. However, many people are taking early retirement and in general leaving law enforcement for other ventures because of the climate surrounding police and law enforcement throughout the country right now. Sheriff Deringer said they are working hard to make sure there is law enforcement representation at the local City Council meetings in order to maintain communications with the city officials. Sheriff Deringer said that Wright County may be approaching the City in the coming years in increase their law enforcement contract to 20 hours from 16, and will likely see a price increase due to the growth in the County overall.

Deputy Dahl gave the monthly update for the Wright County Sheriff's office. Deputy Dahl stated they responded to 229 calls for service in the Montrose/Waverly area in the past month, including six arrests.

8. REPORTS AND RECOMMENDATIONS OF CITY DEPARTMENTS, CONSULTANTS, COMMISSIONS AND COMMITTEES

A. City Council

1. Monthly Activity Report

The City Council Members gave a brief overview of the meetings, activities and/or events they attended.

B. Montrose Fire Department

1. January, 2022 Activity Report

Fire Chief Triplett gave an overview of the January, 2022 Monthly Activity Report.

2. Accept Roy "Coco" Henry, Jr. as a Firefighter, effective January 13, 2022

Mayor Moynagh motioned to approve accepting Roy "Coco" Henry, Jr. as a Firefighter effective January 13, 2022. Council Member Solarz seconded the motion. Motion carried 5-0.

3. Recognition of 2021 Awards Presented at Annual Firefighter Dinner on February 5, 2022

Fire Chief Triplett stated that he wanted to acknowledge that three firefighters were “pinned” at the Firefighter dinner to signify they have completed their probationary period: Diane Holman, Joseph Theis and Zack Walters. Fire Chief Triplett also acknowledged the 2021 Top Responders for those that responded to over 60% of all calls: Diane Holman, Wilbert Bauernschmitt, Michael Marketon, Joseph Von Thoma, and Kelly Stoll. Fire Chief Triplett also acknowledged the 2021 Firefighter of the year as Diane Holman, who responded to 97% of the calls in 2021. Fire Chief Triplett thanked everyone for supporting their dinner and gun raffle and stated it was a great success.

C. Economic Development Authority

1. January 19, 2022 Economic Development Authority Meeting Minutes

Council Member and President of the EDA, Mr. Marszalek, gave an update from the January 19, 2022 meeting. Council Member Marszalek stated that the city is currently working with a developer in considering a Tax Increment Financing District (TIF) for development. Council Member Marszalek stated the EDA welcomed two new members: Mr. Matt Smith from Carpentry Contractors, and Mr. Robb Kirkpatrick from Minnesota German Autowerks.

D. Personnel and Employee Development Committee

1. Resignation of Mr. Wayne McCormick, effective March 31, 2022

Council Member Marszalek motioned to accept Mr. Wayne McCormick’s notice of retirement, effective March 31, 2022. Council Member Solarz seconded the motion. Motion carried 5-0.

E. Planning and Zoning Commission

1. February 9, 2022 Planning and Zoning Meeting Minutes

Planning and Zoning Chair, Mr. Chuck Smallwood, stated that a public hearing was held on February 9, 2022 to consider a preliminary plat application for the Northridge 6th Addition. The proposed plat meets all standard R-1 Zoning requirements, and follows the original plans for the property. Mr. Smallwood stated the only issues that were discussed during the public hearing were the issues of tree replacement and concerns about drainage from surrounding residents with already existing homes. Mr. Smallwood stated the Planning and Zoning Commission recommended approval of the preliminary plat for Northridge 6th contingent upon the comments and requirements of the City Planner, City Engineer, City Staff, City Council and the Planning Commission.

2. Preliminary Plat Application for the Property Located in the Area Known as Outlot A, Northridge 6th Addition, PID 112-044-000030.

Ms. Bonniwell stated that, as Commission Chair Smallwood stated, a Public hearing was held on February 9, 2022 regarding the preliminary plat that is up for consideration for approval from City Council. As noted in the Planner’s report that was included in the packet, this development proposal for 27 homes meets the standard R-1 zoning requirements and the only issue that will need to be resolved within the developer’s agreement is the tree replacement problem of the developer taking more than 50% of the existing trees from the development, and being unable to replace at the level required by the City of Montrose Subdivision Ordinance. Ms. Bonniwell stated that the developer, LGI Homes, plans to remove about 81% of the existing trees in the development, while the Subdivision Ordinance only allows for 50% of the existing trees to be removed from a development. Ms. Bonniwell stated that since they are planning to remove more

than the ordinance allows, the developer will have to either replace the trees in other areas on city-owned property or developer-owned property, or make a cash payment to the city in lieu of planting trees. City Staff will be working with the developer to come up with a plan for either tree planting at other sites owned by the City or LGI Homes, or a cash payment in lieu of tree planting. The Planning Commission motioned to recommend approval of the preliminary plat contingent upon the recommendations of the City Planner, Engineer, staff, council and planning commission members.

The City Council did not have any additional questions or comments about the preliminary plat application for Northridge 6th Addition.

Mayor Moynagh motioned to approve the Preliminary Plat Application for the Property Located in the Area Known as Outlot A, Northridge 6th Addition, PID 112-044-000030, contingent upon the comments and requirements of the City Planner, City Engineer, City Staff, City Council and the Planning Commission. Council Member Marszalek seconded the motion. Motion carried 5-0.

F. City Engineer

1. 2021 Downtown Improvement Project – Phase II Memo to Recommend Approving Plans and Specifications and Ordering Advertisement of Bids

Mr. Voge stated that the Engineers are seeking approval for the Downtown Improvement Project Phase II, which is the north portion of the project after it was split into the two phases of north and south last year. The Engineers have been working with BNSF Railroad on an easement acquisition, which has been delaying Phase II of the project. Communications with BNSF are going well, and while an agreement with them is not finalized, they are confident it will be complete by the time the project construction is ready to go. The recommendations include council adopt the resolution 2022-06 which would allow a bid opening on March 22, 2022, Council would review bids in April, which would allow construction to possibly begin in May 2022.

2. Resolution 2022-06 – *A Resolution Approving Plans and Specifications and Ordering Advertisement of Bids*

Mayor Moynagh motioned to approve Resolution 2022-06 – *A Resolution Approving Plans and Specifications and Ordering Advertisement of Bids*. Council Member Andreoff seconded the motion. Motion Carried 5-0.

3. Updates from City Engineer

Mr. Voge stated they have been working with the contractor assigned to the Phase I of the Downtown Improvement Project to complete some prep work to get ready to start construction right away this spring.

9. OLD BUSINESS

A. Sidewalk Ordinance Revision

Ms. Bonniwell stated that this is the final version of the revised sidewalk ordinance staff has been discussing and working on with the City Attorney for many months. The new ordinance states that the city will take over all repair of city sidewalks and alleys. The city has started to budget for this, but it will likely take a few years to determine how much money will need to be budgeted annually for repair and replacement. The Public Works Director will need to create a repair and replacement plan for the

sidewalks so we can determine which sidewalks are a priority in any given year in order to help with the budget process. Before City Council for consideration was both the ordinance revision, Ordinance 2022-02 and the resolution 2022-07 to authorize summary publication for the ordinance change.

1. Ordinance 2022-02 – *An Ordinance Amending Sub-Section 50.01(E) of the Montrose City Code Relating to Repair of Sidewalks and Alleys*

Council Member Marszalek motioned to approve Ordinance 2022-02 – An Ordinance Amending Sub-Section 50.01(E) of the Montrose City Code Relating to Repair of Sidewalks and Alleys. Council Member Paradeise seconded the motion. Motion carried 5-0.

2. Resolution 2022-07 – *A Resolution Authorizing Summary Publication of Ordinance 2022-02: An Ordinance Amending Sub-Section 50.01(E) of the Montrose City Code Relating to Repair of Sidewalks and Alleys*

Mayor Moynagh motioned to approve Resolution 2022-07 – A Resolution Authorizing Summary Publication of Ordinance 2022-02: An Ordinance Amending Sub-Section 50.01(E) of the Montrose City Code Relating to Repair of Sidewalks and Alleys. Council Member Andreoff seconded the motion. Motion carried 5-0.

10. NEW BUSINESS

A. Randy's Sanitation/Republic Service Date Change Request Discussion

Ms. Bonniwell stated that City staff was contacted last week by Randy's Sanitation/Republic Services to request a change in the day they perform collection services within the city. Ms. Bonniwell asked Mr. Matt Herman, Randy's Sanitation/Republic Service, to approach the podium. Mr. Herman stated that their operations team will be implementing a large system re-route beginning on Monday, March 28th. The primary goal of the system change is to provide sustainable, reliable and efficient trash and recycling service across the Twin Cities. Mr. Herman stated that by better aligning their work with their workforce they will be able to meet their goal of being "route ready" every day. This means that they would have their work evenly distributed with one driver using one truck on one route every day. Mr. Herman stated that having the consistency of the same routes and having that predictability are important for the work/life balance of their drivers that will lead to a world class customer experience. Mr. Herman stated that as part of the transition, they would like to move the Montrose service day from Tuesday to Friday beginning in the first week of April. They would service the city on Tuesday, March 29th (per the old schedule) and then again on Friday, April 1st, and every Friday thereafter. Mr. Herman stated that Randy's/Republic Service would create a postcard mailing to send to all residents to notify them of the change, as well as send out robocalls and emails to the people they have contact information for, and utilize social media outlets to get the message out.

Council Member Marszalek asked how many routes, on average, are they running each day. Mr. Herman stated they are running about 85 routes each day. Council Member Solarz said he had some feedback from residents in his neighborhood including concerns about carts sitting out all weekend if people go out of town for the weekend and leave before the trash and recycling have been picked up. Council Member Solarz also stated that his neighbors would be concerned about a Friday pickup because again, if the carts are not brought back by the house, they could blow down the street or into someone else's yard with the heavy wind gusts that are common around town. Council Member Marszalek stated that communication about the day change will be key and making sure every resident is contacted. Council Member Paradeise suggested giving residents a month grace period wherein they would not get charged for extra bags if they forget about the trash day change. Mr. Herman said they are planning to be very flexible for the first month or so after the change as they are aware it can be difficult to remember a different day of the week

once you get used to the way it has been for so long. Mayor Moynagh asked about yard waste pickup for town and Mr. Herman stated this is something they could look into if the city is interested in the service.

Council Member Marszalek motioned to approve the Randy's Sanitation/Republic Service collection day change from Tuesday to Friday. Council member Andreoff seconded the motion. Motion carried 4-1 with Council Member Solarz voting against the motion.

B. Resolution 2022-08 – Infrastructure Accountability

1. Resolution 2022-08 – *A Resolution Supporting Infrastructure Accountability*

Ms. Bonniwell stated that the Infrastructure Accountability Resolution is a resolution that helps protect cities that are growing and developing from being responsible for the costs of growth and making current residents and businesses pay for those costs, but rather having those responsible for the growth pay for those infrastructure costs. Funding sources for larger streets and intersections to support new developments have historically come from infrastructure development fees. Cities currently do not have the statutory authority to collect the amount of infrastructure development fees that are necessary to promote growth within communities and pay for connecting streets that are not directly within a current development area. This resolution aims to support the local authorities in being authorized to collect local infrastructure development fees to fund municipal street improvements as a necessary component of growth.

Council Member Marszalek motioned to approve Resolution 2022-08 – *A Resolution Supporting Infrastructure Accountability*. Council Member Paradeise seconded the motion. Motion carried 5-0.

C. New City Sign Discussion

Ms. Bonniwell stated that the mayor and her have discussed getting new signs for the city which would be an LED/light up sign wherein we would be able to broadcast city information and use as a new communication tool with residents. Ms. Bonniwell would like to get council blessing to officially go out for estimates on a new LED/light up sign(s) for the city. The cost will likely be upwards of \$10,000 for each sign, depending on size, type, and resolution. Ms. Bonniwell stated that she believes the city is able to use the American Rescue Plan money the city received last year to pay for all or most of this project since it is a communication upgrade.

The City Council had a consensus agreement to start looking into new city signs.

D. DNR Declaration of Use Deed Restriction Approval for Regional Park Grant

Ms. Bonniwell stated that she has been working on a Use Deed Restriction with the City Attorney, as it is a requirement that needs to be completed in order to receive the funds from the DNR Grant the City was awarded. The Use Deed Restriction restricts the land to be permanently managed and maintained for public outdoor recreation use. Mr. Voge stated that the engineers are currently working on the plans for the shelter, and hope to start construction this spring or summer.

Mayor Moynagh motioned to approve the DNR Declaration of Use Deed Restriction for the Regional Park Grant. Council Member Marszalek seconded the motion. Motion carried 5-0.

E. Ugly Bar Gambling License Discussion

The new owner of the Ugly Bar, Sue Anderson, stated they would need to change the group that administers the gambling for the Ugly Bar due to the fact that they have received notice that the Montrose Lions' gambling license will be suspended as of February 28, 2022. Ms. Anderson stated that she was told there was a resolution or ordinance restricting who is allowed to conduct gambling within the City of Montrose. Ms. Bonniwell stated that staff has looked at all resolutions from 1990 to current, and have been unable to find anything in resolutions, but will check the current City Code and ordinance amendments and see if staff can find anything. Ms. Anderson invited the managers, Kevin and Heidi Voss, of the Delano Area Youth Hockey Association up to the podium to discuss their organization and their history managing gambling operations. Mr. Voss stated he has also been contacted by the owner of Jacque B's in town as well, and he has the same concerns as he currently uses the Lions organization for their gambling operations as well. Mr. Voss asked about the existing ordinance or resolution which would exclude them from being in town and asked if staff could see if that restriction still exists. Mr. Voss stated they have several other businesses they conduct gambling operations within, and would love to take on both businesses in Montrose, if they are able to. Mr. Voss stated that they give 10% of proceeds back to the City wherein the businesses are operating.

City Staff will be actively looking into this issue in order to find a solution and will follow up with the business owners as well as the Delano Area Youth Hockey Association representatives.

11. OPEN FORUM

No Open Forum requests were received.

12. UPCOMING MEETINGS

- A. Economic Development Authority Meeting – CANCELLED for February 15, 2022
- B. Special City Council Meeting – Monday, February 28, 2022 at 4:30 p.m. in the Montrose Community Center
- C. Park and Recreation Meeting – CANCELLED for March 3, 2022
- D. Planning and Zoning Commission Meeting – Wednesday, March 9, 2022 at 7:00 p.m. in the Montrose Community Center
- E. Regular City Council Meeting – Monday, March 14, 2022 at 7:00 p.m. in the Montrose Community Center
- F. Economic Development Authority Meeting – Tuesday, March 15, 2022 at 11:30 a.m. in the Montrose City Hall Conference Room

13. ACKNOWLEDGEMENTS

1. Council Member Paradeise acknowledged Council Member Andreoff's birthday on the 14th.
2. Council Member Solarz acknowledged the newly pinned Firefighters that have completed their probation period. Council Member Solarz also acknowledged Sheriff Deringer for attending the meeting and giving an overall update of the Wright County Sheriff's Department.
3. Mayor Moynagh acknowledged the Firefighter of the year, Ms. Diane Holman, and acknowledged Coco Henry for being back on the Fire Department.

14. ADJOURNMENT

Council Member Marszalek motioned to adjourn the Regular City Council Meeting at 8:04 p.m. Council Member Paradeise seconded the motion. Motion carried 5-0.

Robert W. Moynagh, III Mayor
City of Montrose

ATTEST:

Jessica Bonniwell
City Administrator
City of Montrose

City of Montrose
 Special City Council Meeting
 Montrose City Hall
 311 Buffalo Avenue South
 Monday, February 28, 2022
 4:00 P.M.

1. CALL TO ORDER

Pursuant to call and notice the Montrose City Council met in a Special City Council Meeting on Monday, February 28, 2022 at 4:00 p.m.

Mayor Moynagh called the meeting to order at 4:00 p.m.

2. ROLL CALL

Present: Mayor Kirby Moynagh
 Council Member Nicole Andreoff
 Council Member Tom Marszalek
 Council Member David Paradeise
 Council Member Sam Solarz

Staff Present: Ms. Jessica Bonniwell, City Administrator
 Mr. Wayne McCormick, Public Works Director
 Mr. Dan Remei, Operator II
 Mr. Jared Voge, City Engineer

3. APPROVAL OF AGENDA

Council Member Marszalek motioned to approve the February 28, 2022 Special City Council Meeting Agenda. Council Member Paradeise seconded the motion. Motion carried 5-0.

4. DISCUSS WRIGHT COUNTY ANNUAL REPORT

Lieutenant Jeremy Wirkkula gave an overview of the Wright County Annual Report. Lieutenant Wirkkula stated that there were 2,785 calls for service in Montrose in 2021, and of those calls, 1,300 turned into a case report that needed follow up in some form. The area in which Wright County saw the greatest increase in number of calls and cases was for civil matters (neighbor disputes, custody disputes, etc.). Lieutenant Wirkkula stated that Montrose is pretty much in line with other cities regarding call volume by population, except for civil calls, which are much higher in Montrose. Lieutenant Wirkkula stated that not every traffic stop resulted in a ticket, and sometimes is just a good opportunity to educate the resident about their vehicle maintenance if they have a tail light or head light that is out. Lieutenant Wirkkula stated that most of the drug cases in the report involved marijuana, and they have seen some fentanyl cases and a few overdoses with that, but the majority of drug cases are for marijuana. Council Member Paradeise asked if Wright County had any plans in place to help combat the spike in drug cases. Lieutenant Wirkkula stated that education is key for drug prevention and enforcement and Wright County is always working toward stopping drug use with D.A.R.E. programs and education in the form of treatment or rehabilitation for offenders.

5. 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*

Council Member Marszalek motioned to approve 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. Council Member Solarz seconded the motion. Motion carried 5-0.

- 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*

Mayor Moynagh motioned to approve 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*. Council Member Andreoff seconded the motion. Motion carried 5-0.

- C. Compost Site Discussion

Mr. McCormick stated that the city will need to start thinking about what to do about the Compost Site for the 2022 season. Last year someone was hired to monitor the compost site two evenings a week and Saturday. Mr. McCormick stated he would still like to have the compost site open for 12 hours a week, and the pay for last year was \$13.00 per hour. Mayor Moynagh stated that he did not think we would still be able to get someone for \$13.00 per hour and will likely have to raise the wage. Mr. McCormick stated that it is important to have someone sit there to monitor for illegal dumping by commercial entities, branch sizes that are too big to burn effectively, and other illegal items. Mr. Paradeise stated that he would like to get some input from residents regarding hours the compost site will be open to try to accommodate the best times for residents. The position would be part-time around 12 hours a week, and would likely just be one person to handle all of the shifts. Last year the hours were Tuesday and Thursday from 4:00 – 8:00 p.m. and Saturday from 10:00 a.m. – 2:00 p.m. Mayor Moynagh suggested maybe shifting the hours so it is open a bit longer on Saturday as that seemed to be the busiest time. City Staff will post the question out on Facebook for people to voice their opinions regarding the hours the compost site will be open. Council Member Marszalek asked what kind of wage the city would be looking at to pay for this position. Mr. McCormick said it is tough because \$15.00 per hour is not much, and even \$20.00 per hour is not that much. City Staff will discuss a wage proposal for Council approval for this position so we can complete hiring in the next month or two.

- D. Lawn Mowing Services Discussion

Mr. McCormick stated he had contacted four different lawn mowing services to mow a portion of the city park land (83.51 acres) that needs to be mowed weekly in the summer months. He received three bids back which were as follows: Bid #1 = \$1,918.91 per week; Bid #2 = \$3,123.21 per week; and Bid #3 = \$4,464.28 per week. Mr. McCormick stated that otherwise the city could try to hire summer help again, but would likely have to have a starting pay around \$20.00 per hour due to the fact that people do not seem to want to work for less than that anymore. Council Member Solarz stated that he had a conversation with a public works employee from Buffalo and that person said that many cities are going to services, or increasing the pay to around \$20.00 for summer mowing help. Mayor Moynagh stated that if high school age kids can go to McDonalds to make almost \$20.00 per hour, we will have to start paying more, or use a service that will be reliable. The City Council is interested in the lower bid, which is a local vendor from Montrose. Mr. McCormick will discuss a contract with the vendor that has the lowest bid to present to Council at the March 14, 2022 meeting for formal approval.

6. ACKNOWLEDGEMENTS

Ms. Bonniwell acknowledged Mr. McCormick for his 16 years of service with the City and wished him well in his retirement.

Council Member Marszalek acknowledged Mr. Remer for considering taking on the Public Works Director position.

7. UPCOMING MEETINGS

- A. Park and Recreation Commission Meeting – CANCELLED for March 3, 2022
- B. Planning and Zoning Commission Meeting – CANCELLED for March 9, 2022
- 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.

8. ADJOURNMENT

Mayor Moynagh motioned to adjourn the Special City Council Meeting at 4:45 p.m. Council Member Solarz seconded the motion. Motion carried 5-0.

Robert W. Moynagh III
Mayor
City of Montrose

ATTEST:

Jessica Bonniwell
City Administrator
City of Montrose

ACCOUNTS PAYABLE LIST

March 14, 2022

Payroll	02/21/22 Payroll	15347.49
Payroll	03/07/22 Payroll	15181.02
IRS-Federal Tax Payment	02/21/22 FED/FICA Tax	5423.70
IRS-Federal Tax Payment	03/07/22 FED/FICA Tax	5259.45
MN Dept. of Revenue	02/21/22 State Withholding	1025.29
MN Dept. of Revenue	03/07/22 State Withholding	1004.46
PERA	02/21/22 Payroll	3087.93
PERA	03/07/22 Payroll	3044.87
*Ameritas Life Ins.	Employee Optical Ins.	49.40
MN Dept. of Revenue	January Sales Tax	63.00
Payment Service Network	February PSN/ACH Fees	1234.16
*AFSCME #65	February Union Dues	117.30
*Delta Dental	February Dental Insurance	305.78
*Citizens State Bank	February H.S.A. Deposit	350.00
GovOffice	Annual Web Hosting	3370.00
Health Partners	February Health Ins.	6733.18
Lincoln Nat'l Life Ins.	March Life Ins.	147.29
Metering & Tech. Solutions	Water Meters	4253.00
*Metro West Insp. Svcs.	January Final Permits	2302.18
MVTL Laboratories	WWTP Testing	131.14
Solarz, Sam	Travel Expense	74.88
St. Louis MRO	Drug Testing	20.00
Wex Bank	PW,Str,Sew,WW Vehicle Fuel	978.96
Wright County Highway Dept.	Road Salt	6533.70
Wright-Hennepin Co-op	Electrical Services	528.00
Xcel Energy	Electric/Gas Charges	736.99
ACCOUNTS PAYABLE SUBTOTAL		77303.17

Adam's Pest Control	C.H./C.C. Pest Control	161.06
Aramark	Uniforms/Floor Mats	247.88
BHS All Night Grad Party	Student Event	100.00
*Bolton & Menk	Engineering Services	33767.00
*Colonial Life Ins.	March Employee Ins.	74.52
Comcast	Internet Service	433.63
Cottens' Buffalo Napa	PW Shop/Veh. Supplies	169.37
Diesel Components Inc.	Lift Station Parts	1606.88
Education & Training Svcs.	Pub. Util. Mgmt. Training	499.00
Farm Rite Equipment	"Bobcat" Parts/Repairs	307.21

March 14, 2022

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Gopher State One Call	Water/Sewer Locates	22.95
Hawkins, Inc.	Water Chemicals	5350.03
Health Partners	March Health Ins.	6733.18
Henry, Roy Jr.	Cold/Protect. Cloth. Reimb.	259.98
Hillyard	CH, PW, CC Cleaning Supp.	238.27
*IUOE Local #49	March Union Dues	175.00
IUOE Local #49 HW FUND	April Health, Dent, HRA	7725.00
Marie Jenson	February CH/CC Cleaning	380.00
*Kennedy & Graven	Legal Fees	2750.00
*Madison Nat'l Life	March Disability Ins.	218.22
Marco Tech.	Printer Maint.	65.02
Menards	Shop Supplies/Small Tools	73.29
Menards	Streets and C.C. Supplies	515.74
Metering & Tech. Solutions	Water Meters	4114.97
*Metro West Insp. Svcs.	February Final Permits	6674.89
Mid-American Rsch. Chem.	Street Paint	1754.99
MN Computer Systems	Copier Maint. Agreement	343.94
MN Dept. of Health	Qtrly. Service Connect Fee	3056.00
Municipal Emergency Svcs.	Hose for PW	279.30
MVTL Laboratories	WWTP Testing	675.76
MVTL Laboratories	Water Testing	74.00
Nuso (NEC Cloud Comm.)	Telephone Service	184.48
Quill	Office Supplies	378.50
Steiner Auto Parts Napa	PW Shop/Veh. Supplies	200.49
US Internet	Email Hosting	139.30
USA BlueBook	Water/WWTP Supplies	788.95
Verizon	Cellphones/Tablets	488.53
Ziegler	System Maint.	6012.52
Walmart	CH/CC Cleaning/Ofc Supplies	107.23
Water Conservation Svcs.	Watermain Leak Locate 02/02	373.77
Water Conservation Svcs.	Watermain Leak Locate 02/19	503.88
Widmer Construction	Watermain Repair 02/02	7787.50
Widmer Construction	Watermain Repair 02/19	8745.00
Windstream	Telephone Service	114.72
Wright Co. Finance Dept.	March Patrol Services	25610.83
*Wright Co. Journal Press	Legal Notices	22.75
Xcel Energy	Electric/Gas Charges	7065.57
*Baltic Mortgage, Inc.	Utility Overpayment	128.34
*Bushie, Maggie & Scott	Utility Overpayment	69.81
*Hendrickson, Carter	Utility Overpayment	75.00
*Kellen, Steve	Utility Overpayment	96.64
*Middagh, Jacob	Utility Overpayment	62.00
*Murphy, Jason	Utility Overpayment	217.90

March 14, 2022

Page 3

*Sinnwell, Jacob	Utility Overpayment	21.61
*Smith, Lloyd & Bridgett	Utility Overpayment	54.70
TOTAL ACCOUNTS PAYABLE		215400.27

MOYNAGH

BONNIWELL

MARSZALEK

ANDREOFF

SOLARZ

PARADEISE

*** Appendix**

Payments received to offset checks written

Payroll Deduction	February H.S.A. Deposit	250.00
Payroll Deduction	AFSCME #65 Feb. Union Dues	117.30
Payroll Deduction	IUOE #49 Mar. Union Dues	175.00
Payroll Deduction	January Optical Ins.	49.40
Payroll Deduction	Mar. EE Ins.	74.52
Developer Expense	Bolton & Menk	23279.00
Developer Expense	Kennedy & Graven	16.06
Developer Expense	Metro West Insp. Svcs.	8977.07
Utility Overpayment	Baltic Mortgage, Inc.	128.34
Utility Overpayment	Bushie, Maggie & Scott	69.81
Utility Overpayment	Hendrickson, Carter	75.00
Utility Overpayment	Kellen, Steve	96.64
Utility Overpayment	Middagh, Jacob	62.00
Utility Overpayment	Murphy, Jason	217.90
Utility Overpayment	Sinnwell, Jacob	21.61
Utility Overpayment	Smith, Lloyd & Bridgett	54.70

FIRE DEPARTMENT ACCOUNTS PAYABLE LIST

March 14, 2022

Alex Air Apparatus	Ann. Maint. Cascade System	749.42
Cardmember Services	Truck Wash	175.75
Delano Carquest	FD Vehicle Batteries	394.71
Wex Bank	Vehicle Fuel	116.22

	ACCOUNTS PAYABLE SUBTOTAL	1436.10
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Comcast	Internet Service	97.85
Emery's Truck Trailer Rep.	FD Vehicle Maint.	681.47
SYNCB/Amazon	Misc. Equip / Med. Bag	163.36
Verizon	FD iPad	40.01
Xcel Energy	Electric/Gas Charges	1101.28

	TOTAL ACCOUNTS PAYABLE	3520.07
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MOYNAGH

BONNIWELL

MARSZALEK

ANDREOFF

SOLARZ

PARADEISE

CITY OF MONTROSE

Monthly Adjustments

02/28/22 3:56 PM
Page 1

Account	Tran Type	Charge Name	Charge Type	Amount	Date
00-00002562-01-	Adjustment		UR	(\$334.69)	2/7/2022
00-00001878-03-	Adjustment		UR	(\$84.29)	2/7/2022
00-00005152-01-	Adjustment		UR	(\$120.11)	2/7/2022
00-00006047-01-	Adjustment		UR	(\$129.33)	2/7/2022
00-00001151-00-	Adjustment		UR	(\$43.43)	2/7/2022
00-00001991-04-	Adjustment		UR	(\$29.64)	2/7/2022
01-00005871-00-	Adjustment	Hang Disconnect N	Service	\$25.00	2/8/2022
01-00004086-00-	Adjustment	Hang Disconnect N	Service	\$25.00	2/8/2022
01-00003122-00-	Adjustment	Hang Disconnect N	Service	\$25.00	2/8/2022
01-00003118-00-	Adjustment	Hang Disconnect N	Service	\$25.00	2/8/2022
01-00002531-00-	Adjustment	Hang Disconnect N	Service	\$25.00	2/8/2022
01-00001916-00-	Adjustment	Hang Disconnect N	Service	\$25.00	2/8/2022
01-00001250-00-	Adjustment	Hang Disconnect N	Service	\$25.00	2/8/2022
01-00001061-00-	Adjustment	Hang Disconnect N	Service	\$25.00	2/8/2022
01-00001036-00-	Adjustment	Hang Disconnect N	Service	\$25.00	2/8/2022
				(\$516.49)	

((Type="Adjustment")) AND ((Date Between [enter start date] And [enter stop date]))

Feb 28th, 2022
CG

**CITY OF MONTROSE
COUNTY OF WRIGHT
STATE OF MINNESOTA**

RESOLUTION NO. 2022-11

**RESOLUTION APPROVING THE TRANSFER OF FUNDS
TO CLOSE THE REFUSE (GARBAGE) FUND**

WHEREAS, the City Council of the City of Montrose at the March 29, 2021 Special City Council Meeting approved Randy's Sanitation contract for exclusive service and the billing and service functions, and

WHEREAS, the City of Montrose no longer processes billing for refuse service, and

WHEREAS, all 2021 budgeted transactions for the Refuse (Garbage) Fund have occurred;

NOW THEREFORE, BE IT RESOLVED; that the Montrose City Council authorizes the transfer of \$224,525.78 to the General Capital Improvement Fund from the Refuse (Garbage) Fund to close out the Fund.

Approved this 14th day of March, 2022.

Signed: _____
Robert Moynagh, III
Mayor

ATTEST:

Michael Sommerfeld, City Clerk/Treasurer

**CITY OF MONTROSE
COUNTY OF WRIGHT
STATE OF MINNESOTA**

RESOLUTION NO. 2022-12

**RESOLUTION APPROVING THE TRANSFER OF FUNDS FOR THE
2020 PAVEMENT IMPROVEMENT PROJECT**

WHEREAS, the City Council of the City of Montrose at the September 14, 2020 City Council Meeting approved the 2020 Street Improvement Project and revised that plan at the August 30, 2021 Special City Council Meeting, and

WHEREAS, the street improvement project including the City Hall parking lot was to be funded from the City of Montrose General Fund per the Capital Improvement Plan, and

WHEREAS, the 2020 Street Improvement Project is now complete;

NOW THEREFORE, BE IT RESOLVED; that the Montrose City Council authorizes the transfer of \$68,816.38 from the General Fund to the 2020 Street Improvement to close the project.

Approved this 14th day of March, 2022.

Signed: _____
Robert Moynagh, III
Mayor

ATTEST:

Michael Sommerfeld, City Clerk/Treasurer



Wright County Sheriff's Office

Sheriff Sean Deringer

3800 Braddock Ave. NE, Buffalo, MN 55313
1-800-362-3667 Fax: 763-682-7610



Montrose Monthly Report 2022

Printed on March 1, 2022

Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
911 Abandoned Total: 1					
02/23/22 14:42	911 Abandoned	2022013991			911
911 Hang-up Total: 2					
02/03/22 04:03	911 Hang-up	2022008552			911
02/03/22 12:52	911 Hang-up	2022008650			911
911 Open Line Total: 4					
02/18/22 07:01	911 Open Line	2022012603			911
02/24/22 16:23	911 Open Line	2022014290			911
02/25/22 17:26	911 Open Line	2022014547			911
02/27/22 12:36	911 Open Line	2022015038			911
Abuse; Domestic Disturbance Total: 1					
02/08/22 01:13	Abuse; Domestic	2022009867	Domestic Disturbance	WP22002969	911
Animal Total: 3					
02/11/22 17:43	Animal	2022010853	Animal	WP22003310	Phone
02/20/22 05:34	Animal	2022013166			911
02/27/22 12:40	Animal	2022015040	Animal	WP22004608	Phone
Animal - Barking Dog Total: 1					
02/16/22 00:19	Animal - Barking Dog	2022012020	Animal - Barking Dog	WP22003641	Phone
Burglary Total: 1					
02/19/22 15:08	Burglary	2022012988	Burglary	WP22003913	Phone
Check Welfare Total: 9					
02/03/22 19:21	Check Welfare	2022008739	Medical - Psychiatric -	WP22002662	Phone
02/07/22 14:29	Check Welfare	2022009715	Check Welfare	WP22002926	Phone
02/07/22 19:03	Check Welfare	2022009806	Check Welfare	WP22002944	Phone
02/12/22 16:07	Check Welfare	2022011103	Traffic - Complaint	WP22003376	Phone
02/13/22 22:24	Check Welfare	2022011401	Check Welfare	WP22003453	911
02/14/22 10:15	Check Welfare	2022011503	Check Welfare	WP22003487	Phone
02/15/22 10:47	Check Welfare	2022011812	Check Welfare	WP22003564	Phone
02/21/22 13:42	Check Welfare	2022013485	Check Welfare	WP22004097	Officer
02/23/22 11:54	Check Welfare	2022013943	Check Welfare	WP22004255	Phone
Citizen Aid Total: 2					
02/17/22 02:34	Citizen Aid	2022012300	Citizen Aid	WP22003716	
02/21/22 16:23	Citizen Aid	2022013525	Citizen Aid	WP22004119	Phone
Civil Complaint Total: 3					

Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
02/02/22 13:54	Civil Complaint	2022008415	Civil Complaint	WP22002547	Phone
02/23/22 17:45	Civil Complaint	2022014055	Civil Complaint	WP22004285	911
02/24/22 10:32	Civil Complaint	2022014205	Civil Complaint	WP22004323	Phone

Civil Process Total: 5

02/09/22 12:06	Civil Process	2022010229			Officer
02/14/22 11:54	Civil Process	2022011525			Officer
02/14/22 12:01	Civil Process	2022011528			Officer
02/15/22 09:41	Civil Process	2022011798			Officer
02/17/22 14:06	Civil Process	2022012424			Phone

Commercial General Alarm Total: 2

02/19/22 03:40	Commercial General	2022012876	Burglary	WP22003891	Phone
02/19/22 20:47	Commercial General	2022013077			Phone

Court Order Violation Total: 2

02/01/22 12:51	Court Order Violation	2022008133	Court Order Violation	WP22002464	Phone
02/09/22 08:24	Court Order Violation	2022010188	Warrant - Attempt	WP22003081	911

Disorderly Total: 1

02/15/22 13:53	Disorderly	2022011858	Disorderly	WP22003589	911
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DNR Wildlife Violations Total: 1

02/21/22 16:04	DNR Wildlife Violations	2022013521	DNR Wildlife Violations	WP22004114	Phone
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Domestic Disturbance Total: 4

02/22/22 18:26	Domestic Disturbance	2022013788	Domestic Disturbance	WP22004202	911
02/23/22 17:16	Domestic Disturbance	2022014044	Domestic Disturbance	WP22004280	911
02/28/22 20:46	Domestic Disturbance	2022015460	Domestic Disturbance	WP22004717	911
02/28/22 22:50	Domestic Disturbance	2022015491	Domestic Disturbance	WP22004721	911

Fire - Smoke - Odor Total: 1

02/26/22 13:42	Fire - Smoke - Odor	2022014752	Fire - Smoke - Odor	WP22004520	911
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Fraud - Internet Total: 1

02/11/22 08:41	Fraud - Internet	2022010722	Fraud - Internet	WP22003264	Phone
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Funeral Escort Total: 2

02/10/22 20:11	Funeral Escort	2022010630			Phone
02/11/22 13:55	Funeral Escort	2022010788			Phone

Harassment Total: 1

02/27/22 19:51	Harassment	2022015173	Harassment	WP22004646	Phone
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Intoxicated Person Total: 1

02/15/22 05:17	Intoxicated Person	2022011754	Intoxicated Person	WP22003552	911
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Intoxicated Person; Citizen Aid Total: 1

02/13/22 01:31	Intoxicated Person;	2022011222	Intoxicated Person	WP22003409	911
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Lock Out - Lock In Total: 2

Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
02/20/22 12:10	Lock Out - Lock In	2022013227	Lock Out - Lock In	WP22003980	Phone
02/23/22 22:43	Lock Out - Lock In	2022014133	Lock Out - Lock In	WP22004300	Phone
Medical - Bleeding - Lacerations Total: 1					
02/14/22 18:20	Medical - Bleeding -	2022011638			911
Medical - Breathing Problems Total: 1					
02/20/22 15:12	Medical - Breathing	2022013273			911
Medical - Chest Pain Total: 1					
02/14/22 20:25	Medical - Chest Pain	2022011680			911
Medical - Fall Under 6 Feet Total: 3					
02/01/22 05:18	Medical - Fall Under 6	2022008057			911
02/01/22 17:24	Medical - Fall Under 6	2022008211			911
02/10/22 13:00	Medical - Fall Under 6	2022010501			911
Medical - Psychiatric - Behavioral Total: 3					
02/02/22 19:28	Medical - Psychiatric -	2022008491	Medical - Psychiatric -	WP22002575	Phone
02/03/22 10:46	Medical - Psychiatric -	2022008614	Noise	WP22002615	Phone
02/21/22 10:22	Medical - Psychiatric -	2022013450	Medical - Psychiatric -	WP22004075	Phone
Medical - Seizure Total: 3					
02/09/22 15:57	Medical - Seizure	2022010296			911
02/24/22 03:49	Medical - Seizure	2022014155			911
02/28/22 23:34	Medical - Seizure	2022015499			911
Medical - Sick Total: 4					
02/03/22 16:51	Medical - Sick	2022008697			911
02/14/22 09:20	Medical - Sick	2022011484			911
02/15/22 12:22	Medical - Sick	2022011834			911
02/17/22 08:11	Medical - Sick	2022012331			911
Medical - Stroke Total: 1					
02/10/22 07:33	Medical - Stroke	2022010429			911
Medical - Unconscious - Fainting Total: 2					
02/06/22 01:02	Medical - Unconscious -	2022009389	Medical - Unconscious -	WP22002831	911
02/20/22 12:43	Medical - Unconscious -	2022013233			911
Motorist Aid Total: 2					
02/08/22 22:12	Motorist Aid	2022010127			
02/16/22 14:59	Motorist Aid	2022012166			Officer
Noise Total: 3					
02/02/22 21:25	Noise	2022008514			
02/13/22 10:37	Noise	2022011272	Alarm	WP22003421	
02/17/22 19:36	Noise	2022012508	Noise	WP22003782	
Probation Check Total: 3					
02/09/22 13:54	Probation Check	2022010266			Officer

Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
02/11/22 12:12	Probation Check	2022010761			Officer
02/16/22 16:06	Probation Check	2022012190			Officer

Public Works - Utilities Total: 1

02/18/22 20:50	Public Works - Utilities	2022012818	Public Works - Utilities	WP22003879	Officer
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Repossession Total: 1

02/22/22 15:13	Repossession	2022013741			
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Residential General Alarm Total: 2

02/10/22 14:26	Residential General	2022010522			Phone
02/22/22 06:46	Residential General	2022013648			Phone

Residential Medical Alarm Total: 3

02/14/22 00:21	Residential Medical	2022011422			Phone
02/15/22 03:23	Residential Medical	2022011750			Phone
02/20/22 02:22	Residential Medical	2022013156			Phone

Search Warrant Total: 1

02/01/22 09:32	Search Warrant	2022008096	Search Warrant	WSIU22002445	
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SIA Area Watch Total: 3

02/11/22 15:56	SIA Area Watch	2022010827			
02/11/22 23:18	SIA Area Watch	2022010938			
02/19/22 10:12	SIA Area Watch	2022012921			

SIA City Council - City Hall Total: 1

02/14/22 18:00	SIA City Council - City	2022011627			Officer
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SIA Community Engagement Total: 1

02/05/22 16:31	SIA Community	2022009265			
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SIA Door Check Total: 1

02/18/22 23:03	SIA Door Check	2022012846			
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SIA Other Total: 1

02/04/22 00:18	SIA Other	2022008810			
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SIA Parks Total: 1

02/12/22 22:06	SIA Parks	2022011179			
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Snowbird Total: 2

02/22/22 01:06	Snowbird	2022013631	Snowbird	WP22004147	Officer
02/22/22 01:27	Snowbird	2022013635	Snowbird	WP22004149	Officer

Suspicious - Circumstances Total: 3

02/15/22 14:49	Suspicious -	2022011877	Suspicious - Circumstances	WP22003597	Phone
02/19/22 13:53	Suspicious -	2022012968	Suspicious - Circumstances	WP22003910	Phone
02/25/22 17:34	Suspicious -	2022014548	Suspicious - Circumstances	WP22004450	

Suspicious - Person - Vehicle Total: 4

02/10/22 12:20	Suspicious - Person -	2022010488	Suspicious - Person - Vehicle	WP22003179	Phone
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Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
02/10/22 18:42	Suspicious - Person -	2022010598	Suspicious - Person - Vehicle	WP22003224	Phone
02/14/22 13:24	Suspicious - Person -	2022011547	Suspicious - Person - Vehicle	WP22003501	Phone
02/14/22 23:19	Suspicious - Person -	2022011727	Suspicious - Person - Vehicle	WP22003545	Phone

Theft Total: 3

02/01/22 12:09	Theft	2022008119	Theft	WP22002457	Phone
02/16/22 00:33	Theft	2022012023	Theft	WP22003642	Phone
02/16/22 14:12	Theft	2022012147	Theft	WP22003681	Phone

Traffic - Complaint Total: 4

02/10/22 18:03	Traffic - Complaint	2022010591	Traffic - Complaint	WP22003216	911
02/11/22 15:45	Traffic - Complaint	2022010822	Traffic - Complaint	WP22003304	Phone
02/21/22 01:24	Traffic - Complaint	2022013405	Traffic - Complaint	WP22004053	Phone
02/24/22 13:33	Traffic - Complaint	2022014250	Traffic - Complaint	WP22004341	911

Traffic Stop Total: 57

02/01/22 20:39	Traffic Stop	2022008258			Officer
02/01/22 23:54	Traffic Stop	2022008297			Officer
02/02/22 11:13	Traffic Stop	2022008384			Officer
02/02/22 13:40	Traffic Stop	2022008411			Officer
02/03/22 01:59	Traffic Stop	2022008543			Officer
02/04/22 17:12	Traffic Stop	2022008999	Traffic Stop	WP22002738	Officer
02/04/22 17:15	Traffic Stop	2022009003			Officer
02/04/22 20:34	Traffic Stop	2022009058			Officer
02/05/22 10:07	Traffic Stop	2022009175	Traffic Stop	WP22002776	Officer
02/05/22 20:21	Traffic Stop	2022009324			Officer
02/05/22 20:45	Traffic Stop	2022009333			Officer
02/05/22 21:43	Traffic Stop	2022009356			Officer
02/06/22 10:08	Traffic Stop	2022009422	Traffic Stop	WP22002841	Officer
02/06/22 11:29	Traffic Stop	2022009445			Officer
02/06/22 15:59	Traffic Stop	2022009502	Traffic Stop	WP22002861	Officer
02/06/22 21:51	Traffic Stop	2022009588	Drugs	WP22002878	Officer
02/08/22 12:47	Traffic Stop	2022009974			Officer
02/08/22 22:59	Traffic Stop	2022010139			Officer
02/08/22 23:49	Traffic Stop	2022010144			Officer
02/09/22 01:28	Traffic Stop	2022010155			Officer
02/09/22 02:14	Traffic Stop	2022010157			Officer
02/09/22 15:08	Traffic Stop	2022010282			Officer
02/09/22 21:35	Traffic Stop	2022010367			Officer
02/12/22 13:43	Traffic Stop	2022011067			Officer
02/12/22 20:17	Traffic Stop	2022011159			Officer
02/12/22 21:00	Traffic Stop	2022011165			Officer
02/12/22 21:16	Traffic Stop	2022011167			Officer
02/13/22 13:25	Traffic Stop	2022011296			Officer
02/13/22 14:03	Traffic Stop	2022011299			Officer
02/13/22 20:20	Traffic Stop	2022011363			Officer
02/14/22 22:36	Traffic Stop	2022011721	Traffic Stop	WP22003540	Officer
02/15/22 10:42	Traffic Stop	2022011811			Officer

Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
02/15/22 18:56	Traffic Stop	2022011964	Traffic Stop	WP22003629	Officer
02/16/22 14:27	Traffic Stop	2022012152			Officer
02/17/22 12:57	Traffic Stop	2022012398			Officer
02/18/22 04:39	Traffic Stop	2022012591			Officer
02/18/22 07:44	Traffic Stop	2022012608			Officer
02/18/22 13:43	Traffic Stop	2022012703			Officer
02/19/22 13:33	Traffic Stop	2022012963	Traffic Stop	WP22003909	Officer
02/19/22 18:56	Traffic Stop	2022013054			Officer
02/19/22 23:03	Traffic Stop	2022013123	Traffic Stop	WP22003945	Officer
02/20/22 16:35	Traffic Stop	2022013295	Traffic Stop	WP22004013	Officer
02/20/22 21:32	Traffic Stop	2022013363			Officer
02/21/22 18:11	Traffic Stop	2022013548			Officer
02/21/22 20:43	Traffic Stop	2022013589	Drugs	WP22004135	Officer
02/21/22 21:40	Traffic Stop	2022013602			Officer
02/21/22 21:45	Traffic Stop	2022013603			Officer
02/21/22 22:54	Traffic Stop	2022013613			Officer
02/22/22 17:08	Traffic Stop	2022013772			Officer
02/23/22 14:14	Traffic Stop	2022013980	Traffic Stop	WP22004264	
02/23/22 15:57	Traffic Stop	2022014022			Officer
02/25/22 23:27	Traffic Stop	2022014641			Officer
02/26/22 22:43	Traffic Stop	2022014908			Officer
02/27/22 04:44	Traffic Stop	2022014962	Traffic Stop	WP22004585	Officer
02/27/22 22:22	Traffic Stop	2022015217			Officer
02/28/22 12:23	Traffic Stop	2022015320			Officer
02/28/22 21:29	Traffic Stop	2022015472			Officer

Warrant - Attempt Total: 2

02/01/22 11:31	Warrant - Attempt	2022008116			
02/22/22 07:45	Warrant - Attempt	2022013654	Warrant - Attempt	WP22004157	Officer

Total Records: 169

Montrose/Waverly Patrol Hour Summary

Hours Purchased Per Contract:	5,840.00
Starting Hours (beginning of month):	5,348.00
M-T-D (detailed below):	448.00
Balance going forward (to next month):	4,900.00
Y-T-D:	940.00

** Estimated Hours not verified by final monthly payroll

Shift Start

Date	Shift Start Time	Shift Stop Date	Shift Stop Time	Schedule	Position	Time Type	Regular Hours
1-Feb-22	10:00	1-Feb-22	20:00	Montrose/Wave	4620	Regular	10.00
1-Feb-22	20:00	2-Feb-22	2:00	Montrose/Wave	4630	Regular	6.00
2-Feb-22	10:00	2-Feb-22	20:00	Montrose/Wave	4620	Regular	10.00
2-Feb-22	20:00	3-Feb-22	2:00	Montrose/Wave	4630	Regular	6.00
3-Feb-22	10:00	3-Feb-22	20:00	Montrose/Wave	4620	Regular	10.00
3-Feb-22	20:00	4-Feb-22	2:00	Montrose/Wave	4630	Regular	6.00
4-Feb-22	10:00	4-Feb-22	20:00	Montrose/Wave	4620	Regular	10.00
4-Feb-22	20:00	5-Feb-22	2:00	Montrose/Wave	4630	Regular	6.00
5-Feb-22	10:00	5-Feb-22	20:00	Montrose/Wave	4620	Regular	10.00
5-Feb-22	20:00	6-Feb-22	2:00	Montrose/Wave	4630	Regular	6.00
6-Feb-22	10:00	6-Feb-22	20:00	Montrose/Wave	4620	Regular	10.00
6-Feb-22	20:00	7-Feb-22	2:00	Montrose/Wave	4630	Regular	6.00
7-Feb-22	10:00	7-Feb-22	20:00	Montrose/Wave	4620	Regular	10.00
7-Feb-22	20:00	8-Feb-22	2:00	Montrose/Wave	4630	Regular	6.00
8-Feb-22	10:00	8-Feb-22	20:00	Montrose/Wave	4620	Regular	10.00
8-Feb-22	20:00	9-Feb-22	2:00	Montrose/Wave	4630	Regular	6.00
9-Feb-22	10:00	9-Feb-22	20:00	Montrose/Wave	4620	Regular	10.00
9-Feb-22	20:00	10-Feb-22	2:00	Montrose/Wave	4630	Regular	6.00
10-Feb-22	10:00	10-Feb-22	20:00	Montrose/Wave	4620	Regular	10.00
10-Feb-22	20:00	11-Feb-22	2:00	Montrose/Wave	4630	Regular	6.00
11-Feb-22	10:00	11-Feb-22	20:00	Montrose/Wave	4620	Regular	10.00
11-Feb-22	20:00	12-Feb-22	2:00	Montrose/Wave	4630	Regular	6.00
12-Feb-22	10:00	12-Feb-22	20:00	Montrose/Wave	4620	Regular	10.00
12-Feb-22	20:00	13-Feb-22	2:00	Montrose/Wave	4630	Regular	6.00
13-Feb-22	10:00	13-Feb-22	20:00	Montrose/Wave	4620	Regular	10.00
13-Feb-22	20:00	14-Feb-22	2:00	Montrose/Wave	4630	Regular	6.00
14-Feb-22	10:00	14-Feb-22	20:00	Montrose/Wave	4620	Regular	10.00
14-Feb-22	20:00	15-Feb-22	2:00	Montrose/Wave	4630	Regular	6.00
15-Feb-22	10:00	15-Feb-22	20:00	Montrose/Wave	4620	Regular	10.00
15-Feb-22	20:00	16-Feb-22	2:00	Montrose/Wave	4630	Regular	6.00
16-Feb-22	10:00	16-Feb-22	20:00	Montrose/Wave	4620	Regular	10.00
16-Feb-22	20:00	17-Feb-22	2:00	Montrose/Wave	4630	Regular	6.00

17-Feb-22	10:00	17-Feb-22	20:00 Montrose/Wave	4620 Regular	10.00
17-Feb-22	20:00	18-Feb-22	2:00 Montrose/Wave	4630 Regular	6.00
18-Feb-22	10:00	18-Feb-22	20:00 Montrose/Wave	4620 Regular	10.00
18-Feb-22	20:00	19-Feb-22	2:00 Montrose/Wave	4630 Regular	6.00
19-Feb-22	10:00	19-Feb-22	20:00 Montrose/Wave	4620 Regular	10.00
19-Feb-22	20:00	20-Feb-22	2:00 Montrose/Wave	4630 Regular	6.00
20-Feb-22	10:00	20-Feb-22	20:00 Montrose/Wave	4620 Regular	10.00
20-Feb-22	20:00	21-Feb-22	2:00 Montrose/Wave	4630 Regular	6.00
21-Feb-22	10:00	21-Feb-22	20:00 Montrose/Wave	4620 Regular	10.00
21-Feb-22	20:00	22-Feb-22	2:00 Montrose/Wave	4630 Regular	6.00
22-Feb-22	10:00	22-Feb-22	20:00 Montrose/Wave	4620 Regular	10.00
22-Feb-22	20:00	23-Feb-22	2:00 Montrose/Wave	4630 Regular	6.00
23-Feb-22	10:00	23-Feb-22	20:00 Montrose/Wave	4620 Regular	10.00
23-Feb-22	20:00	24-Feb-22	2:00 Montrose/Wave	4630 Regular	6.00
24-Feb-22	10:00	24-Feb-22	20:00 Montrose/Wave	4620 Regular	10.00
24-Feb-22	20:00	25-Feb-22	2:00 Montrose/Wave	4630 Regular	6.00
25-Feb-22	10:00	25-Feb-22	20:00 Montrose/Wave	4620 Regular	10.00
25-Feb-22	20:00	26-Feb-22	2:00 Montrose/Wave	4630 Regular	6.00
26-Feb-22	10:00	26-Feb-22	20:00 Montrose/Wave	4620 Regular	10.00
26-Feb-22	20:00	27-Feb-22	2:00 Montrose/Wave	4630 Regular	6.00
27-Feb-22	10:00	27-Feb-22	20:00 Montrose/Wave	4620 Regular	10.00
27-Feb-22	20:00	28-Feb-22	2:00 Montrose/Wave	4630 Regular	6.00
28-Feb-22	10:00	28-Feb-22	20:00 Montrose/Wave	4620 Regular	10.00
28-Feb-22	20:00	1-Mar-22	2:00 Montrose/Wave	4630 Regular	6.00

TOTAL:	448.00
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Monthly Activity Report Montrose Fire Department

Prepared and Presented by
Kevin Triplett – Fire Chief



Period: 02/01/2022 thru 02/28/2022 (FEBRUARY)

CALLS

Total Calls: 28

of Calls FEBRUARY 2021 = 28

EMS Calls: 20

2021 vs 2022 (2022 = to 2021)

Other Calls:

- 02/26 - #22063 – Smoke/Odor investigation-removal – Montrose City
- 02/24 - #22062 – CO Alarm – Woodland
- 02/20 - #22058 – Snowmobile Fire – Woodland Township
- 02/13 - #22048 – MVA Injuries – Woodland Township
- 02/11 - #22047 – Mutual Aid to Waverly FD-Smoke alarm – Woodland Twsp
- 02/09 - #22044 – Vehicle Fire – Watertown
- 02/09 - #22043 – Standby/Station Coverage for Watertown FD – Watertown
- 02/02 - #22039 – Motor Vehicle Accident – Woodland Twsp

Total calls to Date 2022 – 064

2021 vs 2022 (2022 = +13)

Total calls this time in 2021 - 051

Call Districts

Montrose City: 20

Franklin Township: 0

Marysville Township: 0

Woodland Township: 6

Other: 0

TRAINING:

- 02/01/2022 – Staff Meeting & Truck Maintenance
- 02/15/2022 – Emergency Medical Responder Refresher (ACLS Co.)
- 02/22/2022 – Right to Know/Bloodborne Pathogens & Station Cleaning

Other Activities, Special Mention, Etc.

- 02/03/2022 – Help w/ Bloodmobile Cleanup in Community Center
- 02/05/2022 – MFRA Prime Rib Dinner, Silent Auction & Gun Raffle
- 02/14/2022 – City Council Meeting

SPECIAL INFO

Acknowledgments

- Everyone who attended the MFRA Prime Rib Dinner event on 02/05/2022
- Winners of the gun raffle – posted on facebook

Memorandum of Agreement

Between

City of Montrose

And

AFSCME Council 65, Local 2685 – 0002

WHEREAS, the City of Montrose and AFSCME have a Labor Agreement from January 1, 2022 – December 31, 2024, and

WHEREAS, AFSCME Local 2685 will continue to represent all supervisory employees employed by the City of Montrose, MN, who are public employees within the meaning of Minn. Stat, 179A.03m subd. 14, excluding confidential and all other employees, and

WHEREAS, the job titles of City Clerk/Treasurer and Public Works Director which are included in the Labor Agreement require a salary adjustment.

NOW THEREFORE, be it resolved that the City of Montrose and AFSCME Local 2685 agree that:

1. The job title of City Clerk Treasurer, carrying a points value range of 332-353, shall have a new salary range of \$78,458.00 for the minimum wage and \$91,790.00 for the maximum wage.
2. The job title of Public Works Director, carrying a points value range of 332-353, shall have a new salary range of \$78,458.00 for the minimum wage and \$91,790.00 for a maximum wage.

FOR THE EMPLOYER

FOR THE UNION

Robert W. Moynagh, III, Mayor
City of Montrose

Sheila Pokorny, Staff Representative
AFSCME Council 65

Tom Marszalek, City Council
City of Montrose

Michael Sommerfeld, AFSCME Member

Jessica Bonniwell, City Administrator
City of Montrose

Wayne McCormick, AFSCME Member

CITY OF MONTROSE JOB DESCRIPTION

POSITION: DIRECTOR OF PUBLIC WORKS

DEPARTMENT: PUBLIC WORKS

POINT RANGE: 332-353

QUALIFICATIONS

A Bachelors Degree plus 2 years public works experience or 5 years related experience in public works management. A valid Minnesota Class B driver's license. Mechanical knowledge relating to the maintenance and operation of equipment. Strong organizational, supervisory and management skills. A valid class "B" Wastewater Treatment Operators license. A valid class "D" Water Treatment Operators License.

Reports To: City Administrator

Manages: Public Works / ~~Utility Billing Staff~~

Works With: City Clerk-Treasurer, Deputy Clerk, City Council, City Engineer, Developers, Construction Crews,

Responsibilities

The Director of Public Works oversees the following operations:

1. City owned Buildings and Grounds
2. City Parks
3. Street Department
4. Drinking Water Production, Treatment, Storage, and Distribution Operations
5. Wastewater Collection, and Treatment Operations
6. City Storm Water Operations
7. Utility Billing Operations
8. Public Works Department Fleet Operations and Maintenance
9. Public Works Department Safety Program
10. Emergency Management Committee
11. Managing and Directing the Public Works Department Staff.

I. FINANCE:

- A. Prepares annual Public Works Budgets.

II. CITY COUNCIL:

- A. Attends all required meetings.
- B. Presents updates of Public Works related activities.
- C. Works to establish goals for the Public Works Department.

III. BUILDINGS AND GROUNDS MAINTENANCE:

- A. Develops and administers a preventative maintenance program.
- B. Maintains all documentation and records for the Public Works Department.
- C. Responsible for managing Public Works Department Inventories.
- D. Develop and Administer short and long range maintenance and repairs of buildings and grounds.
- E. Provides oversight of the City's Engineering for City owned buildings and grounds development.

IV. PARKS:

- A. Responsible for the day to day operations and maintenance of the City Parks.
- B. Provides oversight of the City's Engineering for Park Development.

V. STREETS:

- A. Develop and administers short and long term street maintenance programs.
- B. Oversees snow and ice removal from all city streets.
- C. Provides oversight of the City's Engineering on street related development.

VI. WATER OPERATIONS:

- A. Manages the day to day operations of the City's Water Production, Water Storage, Water Distribution, and Water Treatment Facilities.
- B. Provides oversight of the City's Engineering on the City's Water Production, Water Storage, Water Distribution, and Water Treatment Facilities.
- C. Oversees all Minnesota Department of Health reporting requirements.
- D. Oversees all reporting regarding water production to the Minnesota Department of Natural Resources.
- E. Oversees all Inspections.
- F. Oversees all maintenance and repair.
- G. Maintains and renews all licensing's to ensure compliance for the City.
- H. Sits on the City's Utility Rate committee.

VII. WASTEWATER OPERATIONS:

- A. Manages the day to day operations of the City's Wastewater Collection, and Wastewater Treatment Facilities.
- B. Provides oversight of the City's Engineering on the City's Wastewater Collection, and Wastewater Treatment Facilities.
- C. Responsible for the operation of the City's compost facility.
- D. Oversees all Inspections.
- E. Oversees all Minnesota Pollution Control Agency reporting for the NPDES Operating Permit.
- F. Oversees all Required Laboratory Testing.
- G. Oversees all Maintenance and Repair.
- H. Maintains and renews licensing's to ensure compliance for the City.
- I. Sits on City's Utility Rate Committee.

VIII STORM WATER OPERATIONS:

- A. Manages the day to day operations, and maintenance of the City's Storm Water Collection, and Storage Systems.
- B. Provides oversight of the City's Engineering on the City's Storm Water Collection, and Storage Systems.
- C. Implements and Manages the City's Storm Water Management plan, overseeing the City's Consulting Engineers.
- D. Oversees all Required Storm Water Inspections.

IX UTILITY BILLING OPERATIONS:

- A. Manages and oversees the operations of the City's Utility Billing Division within the Public Works Department

X. FLEET OPERATIONS:

- A. Manages the overall operation and maintenance of the Public Works Departmental Fleet of Vehicles, and Equipment.
- B. Develop, and Administer a Fleet expansion/replacement program for the Public Works Department as needed.

XI. SAFTEY PROGRAM:

- A. Responsible for the overall Safety of the Public Works Department Employees.
- B. Ensures all Public Works employees receive all required safety training.
- C. Manage the Public Works Safety Program.
- D. Provides all necessary safety equipment for Public Works Department employees.

- E. Oversee that all contractors that are working for the City follow the City's Safety Policies as required.

XII. EMERGENCY MANAGEMENT:

- A. Sits on the City's Emergency Management Committee Representing the Public Works Department.
- B. NIMS Training and Certification.
- C. Provide the Necessary Emergency Management Services for the City as required.

XIII. STAFF MANAGEMENT:

- A. Provide Leadership, and Direction for the Public Works Department, and the Public Works Staff.
- B. Performs all Public Works Department Employee Reviews, Disciplinary Actions, Promotions, and Terminations following the written policies and procedures of the City's Personnel Manual.
- C. Ensures that all City's Rules and Regulations are followed by the Public Works Department, and Public Works Staff.

XIV. ANY OTHER DUTIES/RESPONSIBILITIES IN THE DAY TO DAY OPERATION OF THE CITY AS REQUESTED:

Meeting Date: March 14, 2022

Submitted by: Jessica Bonniwell
City Administrator



City Council Request

Subject: Appointment of Public Works Director

ACTION REQUESTED:

Motion to approve staff recommendation to appoint Mr. Daniel Remer to the Public Works Director Position.

BACKGROUND:

Mr. Wayne McCormick has tendered his resignation, effective as of March 31, 2022 and the Public Works Director Position needs to be filled. Mr. Dan Remer has been with the city for 20 years, has a "B" Wastewater License, and a "C" Water License, and is otherwise qualified for the Public Works Director Position. Dan has been an important part of the team for many years and is trusted by staff and residents alike. Dan has demonstrated leadership in taking the lead in many projects and handling emergency situations in a professional manner. Staff recommends the appointment of Mr. Remer to Public Works Director.

FINANCIAL/BUDGET:

Staff recommends the starting pay for Mr. Remer be \$81,000, a negotiated amount due to the union transfer and health care differences. The promotion of Mr. Remer will not have a negative impact on the budgeted payroll since he will be making less than the outgoing Public Works Director, and his replacement will be an entry-level position.

City Name: City of Montrose

Job Title of Listing: Seasonal Compost Site Monitor

Salary: \$17.00 per hour

General Duties:

The City of Montrose is seeking applicants to fill our Part-Time Seasonal Compost Monitor Position at the Montrose Compost Site. Tuesdays from 4:00 – 8:00 p.m.; Thursdays from 4:00 – 8:00 p.m.; and Saturdays from 11:00 a.m. – 3:00 p.m. The position will run from mid-April through October. Duties include: Checking Utility Bills – City of Montrose Residents only; and receiving small brush, grass clippings, leaves and other compostable material. This position requires a High School Diploma, customer service skills, and the ability to work with limited supervision.

Apply:

Applications are available at the City of Montrose Offices (311 Buffalo Ave S), or on the City of Montrose website: www.montrose-mn.com. Applications will be accepted at Montrose City Hall until the position is filled. The City of Montrose is an Equal Opportunity Provider and Employer.

ESTIMATE**Muddy Feet Lawn Service**

920 Breckenridge Ln.
 Montrose, MN 55363
 (636) 226-5711



To:
 City of Montrose (Wayne McCormick)
 311 Buffalo Avenue South
 Montrose, MN 55363

Estimate #	1079
Estimate Date	03/09/2022
Total Amount	\$2,543.67

Item	Quantity	Price	Tax1	Tax2	Line Total
Grass Cutting	83.51	\$28.50	6.875%		\$2,380.04

Subtotal:	\$2,380.04
Tax:	\$163.63
Past Due Amount:	\$0.00
Total Amount:	\$2,543.67

Note attached quote is broken down for price per acer to mow 83.51
 acers per week for a 28 week mowing season.

Notes

Thank You For The Opportunity!



Greg Youmans
335 Garfield Avenue South
Montrose, Minnesota 55363



17 January 2022

Subject: Letter of Recommendation – Montrose Lions Club

To Whom It May Concern,

It is with great pleasure I write this letter of recommendation for the Montrose Lions Club, Box 221, Montrose MN 55363. I have worked with members of the Lions Club and been the direct beneficiary of their support and service over the past 25 years in my capacity as the former Mayor of Montrose, Cubmaster and Committee Chair of the Montrose Cub Scout Pack, Scoutmaster and Committee Chair of the Montrose Scout Troop, BSA, District Commissioner for Crow River, BSA, Service Officer and Adjutant for Wright County VFW Post 1901, and as a member of the Montrose Days Committee.

The members of the Montrose Lions Club have provided much needed funding for many, many community projects, and services throughout the years. The Loins have a long history of supporting our community; including new playground equipment for the Montrose Elementary School; an exhaust system for the Scout Hamburger Stand; and new tents for the Scout Troop. They have provided support to the Montrose Cub Scouts with generous donations of time and funding. They have supported the Montrose Days Events, which not only brings community together, but also provides much needed funding for community educational, volunteer, and nonprofit organizations. And most recently they have provided a substantial portion of the final funding needed to complete the VFW Honor Project Memorial to honor the service of Wright County Veterans, both past and present. Without their support, these projects and services would have been financially strapped or would have gone wanting.

When it comes to service in the community, the members of the Lions Club are the first to step up to serve. They may be few in number, and some well into their senior years, but they are a mighty force for good within the community. I have found them to be resourceful, exceptionally helpful, and always willing to fulfill their motto of "We Serve"! There is no question as to the selfless and limitless levels of service they provide for the greater community of Montrose, often behind the scenes without expecting any recognition for their considerable efforts. I am so grateful to have benefited from their support, and the organizations which I served, are certainly much better as a direct result of their support as well.

I am eternally grateful for the support of the Montrose Lions Club. They have significantly impacted the betterment of our community and I sincerely hope they continue to do so, as the need persists. It has been my distinct pleasure to have worked with them over the years, to count them as personal friends, and to have seen the benefits of their diligent work within the community.

I am proud to recommend The Montrose Lions Club as a stellar volunteer organization within our community. They are such a blessing! Do not hesitate to contact me directly for anything further.

Sincerely,

Greg
Youmans

Digitally signed by Greg Youmans
 DN: cn=US, ou=Committee Chair, c=US, email=greg.youmans@mmm.com
 Reason: I am the author of this document
 Location: your signing location here
 Date: 2022.01.17 13:15:50-0500
 Foxit Reader PDF Version: 10.1.6

Greg Youmans
 Committee Chair, Montrose Pack and Troop 3312, BSA
 Chair, Awards Committee, Northern Star Scouting
 Adjutant, VFW Post 1901
 Chair, Honor Project Committee, VFW
 gfyoumans@mmm.com
 Mobile: 612-597-3637



MONTROSE FIRE DEPARTMENT

<http://www.montrose-mn.com/departments/fire-department>

40

01/25/2022

To whom it may concern,

It is with great pleasure that I am able to write this letter today in support of our local Lion's Club, the Montrose Lion's Club located in Montrose Minnesota. We are honored to have such a club in our community and they have been nothing but an extreme benefit to the community and our Fire Department for many years.

I have currently been serving as Fire Chief for 7 years and throughout those years I have had numerous contacts with the Lions Club and its members. On several occasions they have donated sizeable amounts of monies to us to purchase equipment and support our services. Most recently the Montrose Lions Club donated money for us to replace our aging Automatic Electric Defibrillators (AEDs) which allows us to outfit all of our first out trucks with new AEDs that allow us to be the best prepared for responding to emergencies where people are in cardiac arrest. Through this donation, The Montrose Lions Club also donated enough money to purchase 2 AEDs for the City of Montrose to replace AEDs in our Community Center and the City Hall.

The Montrose Lion's Club has made it very clear to us over the years that we are always welcome to ask for donations and/or support from their organization. Havin this ability helps us better serve the citizens we protect! The out reaching support provided by the Lions club is like no other we have available to us here in our community. The support also reaches beyond the the city limits of Montrose as we serve surrounding townships as well as the City of Montrose.

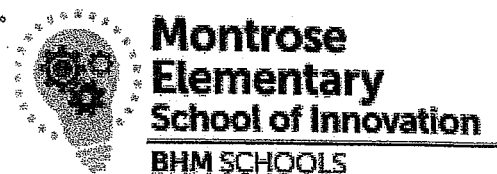
We are thankful each and every day for the support that is provided by the Montrose Lion's club both to our organization and the communities that we serve.

Respectfully submitted

Kevin S. Triplett

Kevin S. Triplett
Fire Chief
Montrose Fire Department

Mailing/Shipping | P.O. Box 25 • 311 Buffalo Ave S • Montrose, MN 55363
Station | 260 2nd St S • Montrose, MN 55363
montrosefd@gmail.com • 763-575-7480



Montrose Elementary School of Innovation
 100 2nd St S, Montrose, MN 55363
 763.682.8345 | 763.682.8391
bhmschools.org

January 21, 2022

To Whom It May Concern:

I am writing this letter to you in support of the Montrose Lion's Organization. The Montrose Lion's have been extremely supportive to Montrose Elementary School of Innovation over the course of the past 10 years while I have served as the school's Principal. Without their support, we would not have been able to provide numerous opportunities for our students and families. Some of the things that they have done to support our school community include:

- Fundraised and provided volunteer hours to add new playground equipment
- Purchased gifts and food for families in need for the holidays
- Donated funds to support teachers and extra supplies
- Sponsored bounce houses for our annual school carnival
- Purchased t-shirts for our 5th grade DARE program

I am extremely grateful for their support and the partnership we have created and look forward to our continued work together.

Sincerely,

Tony Steffes
 Principal
 Montrose Elementary School of Innovation
 Buffalo-Hanover-Montrose Public Schools

The City of Montrose has been approached by the Delano Hockey Association to become licensed to conduct lawful gambling in the City of Montrose. Currently they do meet the criteria of an eligible organization.

PER 73.03 ELIGIBLE ORGANIZATIONS.

The Montrose Lions Club wants the tax paying citizens of Montrose to know that if this City Council approves the Delano Hockey Association as eligible to conduct lawful gambling in the City there will be significant loss to what the City will receive in charitable donations. The City is willing to accept an annual 10% donation from the Delano Hockey Association.

In the past, the Montrose ^{Lions} Lins has given 28% to the City and here are examples of our past donations:

WCCA food shelf: \$11,000

Local FEED drop: \$9,500

We have generously given the City over \$56,000 for the city parks, fire department AED machines.

We annually support the Montrose Elementary school for the DARE program.

We donated \$7,000 to the VFW for the Honors Project Memorial in town.

We financed the Montrose Community Center with a commitment of \$11,000 for 15 years.

We also spent \$34,000 on a new playground system at Montrose Elementary School.

We want the City to be aware that the Montrose Lions has not lost license to conduct lawful gambling, it has only been suspended for 6 months. [REDACTED]

[REDACTED]

[REDACTED]. In the best interest of the City and its taxpayers, we feel the Montrose Lions Club should be able to resume control of the gambling after the suspension is over.

(5) \$1,000.00 scholarships for Montrose students

CITY OF MONTROSE
WRIGHT COUNTY, MINNESOTA

ORDINANCE NO. 2022-03

AN ORDINANCE AMENDING CHAPTER 73 OF THE MONTROSE CITY CODE
RELATING TO LAWFUL GAMBLING

THE CITY COUNCIL OF THE CITY OF MONTROSE ORDAINS:

Section 1. Chapter 73 of the Montrose City Code is hereby deleted in its entirety and replaced with the following:

73.01. ADOPTION OF STATE LAW BY REFERENCE

A) The provisions of Minnesota Statutes, Chapter 349, as they may be amended from time to time, with reference to the definition of terms, conditions of operation, provisions relating to sales, and all other matters pertaining to lawful gambling are hereby adopted by reference and are made a part of this chapter as if set out in full. It is the intention of the Council that all future amendments of Minnesota Statutes, Chapter 349, are hereby adopted by reference or referenced as if they had been in existence at the time this chapter was adopted.

73.02. CITY MAY BE MORE RESTRICTIVE THAN STATE LAW

A) The Council is authorized by the provisions of Minnesota Statutes, section 349.213, as it may be amended from time to time, to impose, and has imposed in this chapter, additional restrictions on gambling within its limits beyond those contained in Minnesota Statutes, Chapter 349, as it may be amended from time to time.

73.03. PURPOSE

A) The purpose of this chapter is to regulate lawful gambling within the City of Montrose, to prevent its commercialization, to ensure the integrity of operations, and to provide for the use of net profits only for lawful purposes.

73.04. DEFINITIONS

A) In addition to the definitions contained in Minnesota Statutes, section 349.12, as it may be amended from time to time, the following terms are defined for purposes of this chapter:

- 1) BOARD. The State of Minnesota Gambling Control Board.
- 2) CITY. The City of Montrose.
- 3) COUNCIL. The City Council of the City of Montrose.

- 4) LICENSED ORGANIZATION. An organization licensed by the Board.
- 5) TRADE AREA. The cities of Montrose and Waverly and the townships of Woodland and Marysville.

73.05. APPLICABILITY

- A) This chapter shall be construed to regulate all forms of lawful gambling within the City.
- B) The City does not require a local permit for lawful gambling categorized under Minnesota Statutes, section 349.166, subdivision 1 and Minnesota Statutes, section 349.166, subdivision 2, as they may be amended from time to time.

73.06. LAWFUL GAMBLING PERMITTED

A) Lawful gambling is permitted within the City provided it is conducted in accordance with Minnesota Statutes, sections 609.75-.763, inclusive, as they may be amended from time to time; Minnesota Statutes, sections 349.11-.23, inclusive, as they may be amended from time to time; and this chapter.

73.07. COUNCIL APPROVAL

A) Lawful gambling authorized by Minnesota Statutes, sections 349.11-.23, inclusive, as they may be amended from time to time, shall not be conducted unless approved by the Council, subject to the provisions of this chapter and state law.

73.08. APPLICATION AND LOCAL APPROVAL OF PREMISES PERMITS

A) Any organization seeking to obtain a premises permit from the Board shall file with the City Clerk/Treasurer an executed, complete duplicate application, together with all exhibits and documents accompanying the application as will be filed with the Board.

B) The applicant shall be notified in writing of the date on which the Council will consider the recommendation.

C) The Council shall by resolution approve or disapprove the application within 60 days of receipt of the application.

D) The Council shall deny an application for issuance or renewal of a premises permit for any of the following reasons:

- 1) Violation by the gambling organization of any state statute, state rule, or city code provision relating to gambling within the last three (3) years.

- 2) Violation by the on-sale establishment or organization leasing its premises for gambling of any state statute, state rule, or City code provisions relating to the operation of the establishment, including, but not limited to, laws relating to alcoholic beverages, gambling, controlled substances, suppression of vice, and protection of public safety within the last three (3) years.
- 3) Operation of gambling at the site would be detrimental to health, safety, and welfare of the community.

Otherwise, the Council shall pass a resolution approving the application.

73.09. LICENSE AND PERMIT DISPLAY

A) All permits issued under state law shall be prominently displayed during the permit year at the premises where gambling is conducted.

73.10. NOTIFICATION OF MATERIAL CHANGES TO APPLICATION

A) An organization holding a state-issued premises permit shall notify the City within ten (10) days in writing whenever any material change is made in the information submitted on the application.

73.11. DESIGNATED TRADE AREA

A) Each organization licensed to conduct gambling within the City shall expend eighty percent (80%) of its lawful purpose expenditures on lawful purposes conducted within the City's trade area.

B) This section applies only to lawful purpose expenditures of gross profits derived from gambling conducted at a premises within the City's jurisdiction.

73.12. RECORDS AND REPORTING

A) Organizations conducting lawful gambling shall file with the City Clerk/Treasurer one copy of all records and reports required to be filed with the Board, pursuant to Minnesota Statutes, Chapter 349, as it may be amended from time to time, and rules adopted pursuant thereto, as they may be amended from time to time. The records and reports shall be filed on or before the day they are required to be filed with the Board.

B) Organizations licensed by the Board shall file a report with the City proving compliance with the trade area spending requirements imposed by Section 73.11. Such report shall be made on a form prescribed by the City and shall be submitted annually.

73.13. PENALTY

A) Any person who violates any provision of this chapter; Minnesota Statutes, sections 609.75-609.763, inclusive, as they may be amended from time to time; or Minnesota Statutes, sections 349.11-349.21, as they may be amended from time to time; or any rules promulgated under those sections, as they may be amended from time to time, shall be guilty of a misdemeanor and subject to a fine of not more than \$1,000 or imprisonment for a term not to exceed 90 days, or both, plus in either case the costs of prosecution. In addition, violations shall be reported to the Board and recommendation shall be made for suspension, revocation, or cancellation of an organization's license.

73.14. SEVERABILITY

If any provision of this chapter is found to be invalid for any reason by a court of competent jurisdiction, the validity of the remaining provisions shall not be affected.

Section 2. This Ordinance shall be effective immediately upon its passage and publication.

ADOPTED this 14th day of March, 2022 by the City Council of the City of Montrose.

CITY OF MONTROSE

By: _____
Kirby Moynagh, Mayor

ATTEST:

By: _____
Michael Sommerfeld, City Clerk

**CITY OF MONTROSE
COUNTY OF WRIGHT
STATE OF MINNESOTA**

RESOLUTION NO. 2022-13

**A RESOLUTION AUTHORIZING SUMMARY PUBLICATION OF ORDINANCE 2022-03 AN
ORDINANCE AMENDING CHAPTER 73 OF THE MONTROSE CITY CODE RELATING TO
LAWFUL GAMBLING**

WHEREAS, The City Council of the City of Montrose has determined the publication of the title and a summary of "Ordinance 2022-03 AN ORDINANCE CHAPTER 73 OF THE MONTROSE CITY CODE RELATING TO LAWFUL GAMBLING", finding a summary publication would clearly inform the public of the intent and effect of the Ordinance; and

WHEREAS, Pursuant to Minnesota Statutes 412.191, Subdivision 4 and M.S. 331A.01, Subd. 10, the City Council may, by a four-fifths vote of its members, direct that only the title of the Ordinance and a summary be published with notice that a printed copy of the Ordinance is available for inspection by any person during regular office hours at the City Offices; and,

WHEREAS, Prior to the publication of the title and summary, the City Council has read and approved the text of the summary and determined that it clearly informs the public of the intent and effect of the Ordinance.

NOW THEREFORE BE IT RESOLVED by the City Council of the City of Montrose, Minnesota that the title and summary of "Ordinance 2022-03 AN ORDINANCE CHAPTER 73 OF THE MONTROSE CITY CODE RELATING TO LAWFUL GAMBLING" be published with notice that a printed copy of Ordinance 2022-03 is available in its entirety for inspection by any person during regular office hours at the City Offices.

BE IT FURTHER RESOLVED: the publication shall read as follows:

"On March 14, 2022 the Montrose City Council approved the reading of Ordinance 2022-03 "AN ORDINANCE AMENDING CHAPTER 73 OF THE MONTROSE CITY CODE RELATING TO LAWFUL GAMBLING".

The Ordinance, in its entirety is available for review and/or photocopying during regular office hours at the City of Montrose Offices, 311 Buffalo Avenue South, Montrose Minnesota.

Ordinance 2022-03 shall be in full force and effect from and after the date of its passage (March 14, 2022) and this summary publication according to law."

The motion for the adoption of the foregoing Resolution was duly made by _____ and seconded by _____ and upon vote being taken thereon, the following voted in favor:

And the following voted against the same:

Whereupon said Resolution was declared duly passed and adopted this 14th day of March, 2022.

Robert W. Moynagh, III
Mayor
City of Montrose

ATTEST:

Jessica Bonniwell
City Administrator
City of Montrose

**CITY OF MONTROSE
COUNTY OF WRIGHT
STATE OF MINNESOTA**

RESOLUTION 2022-14

**A RESOLUTION APPROVING A CHARITABLE GAMBLING LICENSE FOR THE DELANO
AREA YOUTH HOCKEY ASSOCIATION**

Upon motion duly made, seconded and carried, it was:

RESOLVED: that the City of Montrose approves the issuance of a Minnesota Lawful Gambling License for the Delano Area Youth Hockey Association for gambling to be conducted at Jacque B's Kitchen and Cocktails of Montrose, 211 Buffalo Avenue North, Montrose Minnesota;
and

BE IT FURTHER RESOLVED: that the City of Montrose approves the issuance of a Minnesota Lawful Gambling License for the Delano Area Youth Hockey Association for gambling to be conducted at the Ugly Bar, 260 Nelson Boulevard, Montrose, Minnesota.

Adopted this 14th day of March, 2022 by the Montrose City Council.

In Favor:

Opposed:

Dated: _____

Signed: _____
Robert W. Moynagh, III, Mayor

ATTEST:

Jessica Bonniwell, City Administrator

MOBILE SUBSTATION SITE LEASE

THIS AGREEMENT (the "Lease") made this 14th day of March, 2022 between, the City of Montrose, Minnesota, hereinafter called "City of Montrose", and Northern States Power Company d/b/a Xcel Energy, a Minnesota Corporation, hereinafter called "NSP".

WITNESSETH:

That the City of Montrose, for the consideration of \$2,500.00 (Two Thousand Five Hundred Dollars), to be paid by NSP within 45 days of execution of this Agreement, does hereby lease unto NSP, its employees, assigns and contractors, and NSP does hereby accept from the City of Montrose that certain real estate within the County of Wright, State of Minnesota, described as follows:

The West 150 feet of PID 112500013100 and the West 150 feet of the South 100 feet of PID 112500012302, Section 1, Township 118, Range 26 (the "Lease Area")

This Lease also includes the right of NSP to have reasonable access to said Lease Area.

The term of this Agreement shall begin August 1, 2022 and end December 31, 2022 (the "Term"). NSP shall accept the Lease Area in an "as is" condition. The City may terminate this Agreement before the expiration of the Term upon breach by NSP and written notice of same from City to NSP.

NSP agrees to restore all damages to landscaping, roads and driveways, fences, livestock, crops, fields and other personal property within the Lease Area caused by NSP's exercise of the lease rights granted herein. Claims on account of such damages may be referred to NSP's Siting and Land Rights Department. NSP also agrees to be responsible for any remediation or restoration costs related to environmental damage caused by its use of the Lease Area.

NSP, at NSP's expense, shall obtain and keep in full force during the term of this Lease a policy of combined single limit bodily injury and property damage insurance written on an occurrence basis insuring NSP (with the City of Montrose as an additional insured) against any liability arising out of NSP's use and occupancy of the Lease Area. The insurance shall be in an amount not less than Two Million Dollars (\$2,000,000) per occurrence. The policy shall provide blanket contractual liability coverage. The insurance to be maintained by NSP shall be primary and not contributory to any other insurance maintained by the City of Montrose. NSP shall deliver to the City of Montrose a certificate of insurance prior to commencement of the term of this Lease and a renewal certificate of insurance shall be delivered to the City of Montrose not less than ten (10) days prior to the expiration of the then current policy.

NSP assumes all risk of, and agrees to defend and indemnify the City from, any claim, liability, loss, cost or expense (including reasonable attorneys' fees) for loss of or damage to

property, including environmental damage or contamination, and injury to or death of persons resulting from or arising out of NSP's use of the Lease Area. Nothing in this Agreement is intended to waive or prevent the assertion of immunities or defenses available to the City under Minnesota Statutes Chapter 466 or common law. The indemnification obligation of NSP shall survive the termination of this Agreement, provided that the City's right to bring a claim for indemnity shall be governed by applicable Minnesota law and this Agreement does not extend any applicable statutes of limitation periods governing indemnity claims.

NSP shall not assign this Agreement without the prior written consent of the City.

IN WITNESS WHEREOF, the parties hereto have caused this instrument to be duly executed as of the day and year first above written.

**SIGNATURE PAGE TO
MOBILE SUBSTATION SITE LEASE**

CITY OF MONTROSE

By _____
Jessica Bonniwell
City Administrator
City of Montrose

NORTHERN STATES POWER COMPANY

By _____
Timothy G. Rogers
Manager, Siting & Land Rights North
as Authorized Agent for Northern States
Power Company, a Minnesota corporation,
d/b/a Xcel Energy



RESOLUTION NO. 2022-15

**A RESOLUTION APPROVING A MOBILE SUBSTATION SITE LEASE WITH
NORTHERN STATES POWER COMPANY**

WHEREAS, the City of Montrose (the “City”) was contacted by Northern States Power Company, d/b/a Xcel Energy, regarding its planned rebuild of an overhead transmission line located south of the City;

WHEREAS, Xcel Energy requested permission to place a temporary mobile substation on property owned by the City across Highway 25 from the existing Montrose substation;

WHEREAS, the temporary mobile substation will ensure continued electric service to the City and surrounding area while the transmission line is being built; and

WHEREAS, the Montrose City Council finds it is in the public’s interest to approve temporary use of the property for a mobile substation for the purposes described above.

NOW THEREFORE, BE IT RESOLVED by the City Council of the City of Montrose as follows:

1. The attached Mobile Substation Site Lease is approved.
2. The Mayor and City staff are authorized to execute the Site Lease and take appropriate steps to carry out the terms of the Lease.

Adopted by the City Council of the City of Montrose, Minnesota, this 14th day of March, 2022.

Kirby Moynagh, Mayor

ATTEST:

Michael Sommerfeld, City Clerk/Treasurer