



CITY COUNCIL AGENDA REGULAR MEETING RESCHEDULED AS SPECIAL MEETING

**Monday, May 23, 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. Pastor Cathy Jones – House of Grace

4. PLEDGE OF ALLEGIANCE

5. APPROVAL OF AGENDA

6. APPROVAL OF CONSENT AGENDA

A. Minutes

1. April 11, 2022 Regular City Council Meeting – prepared by J. Bonniwell
2. May 2, 2022 Special City Council Meeting – prepared by J. Bonniwell

B. Accounts Payable

1. City, May 23, 2022 – prepared by M. Sommerfeld
2. Fire Department, May 23, 2022 – prepared by M. Sommerfeld

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

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

- A. April, 2022 Monthly Report and Hours Report

8. **REQUEST FOR COUNCIL ACTION**

- A. Mr. Charles Smallwood – 200 Crystal Lane

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

A. City Council

1. Monthly Activity Report

B. Montrose Fire Department

1. April, 2022 Activity Report
2. Request Authorization to Purchase five new garage openers and seven remotes (\$1,350 each plus \$50 per remote) – Total of \$7,100 through JLR Garage
3. Request Authorization to Apply for the 2022 50/50 Matching DNR Grant; City Responsibility would be \$2,500 if awarded.
4. Review and Accept 2021 Annual Report

C. Economic Development Authority

1. April 19, 2022 Economic Development Authority Meeting Minutes

D. Planning and Zoning Commission

1. May 18, 2022 Planning and Zoning Commission Meeting Minutes

E. Park and Recreation Commission

1. May 5, 2022 Park and Recreation Meeting Minutes
2. Approve Park and Recreation Recommendations for Appointments of Chair, Vice-Chair and Secretary
 1. Chair: Duane Isle
 2. Vice Chair: Toby Nelson
 3. Secretary: Kayla McCluskey

F. City Engineer

1. 2021 Downtown Improvement Project Phase I: Payment Estimate No. 2
2. 2021 Downtown Improvement Project Phase II: Payment Estimate No. 1
3. 2021 Downtown Improvement Project Phase I: Center Avenue South Culvert Replacement
4. 2021 Downtown Improvement Project Phase I & II: Street Light System Improvements
5. Updates from City Engineer

G. Public Works

1. Quote for 2024 Western Star 47X Plow Truck
2. Request Approval to Hire Maintenance Worker
3. Updates

10. **OLD BUSINESS**

11. **NEW BUSINESS**

- A. Montrose Days Committee to Discuss Montrose Days Celebration
- B. Community Meals Discussion
- C. Sunflower Field Discussion
- D. Fee Schedule Amendment
 - 1. Ordinance 2022-04 *An Ordinance Amending Various Development and Administrative Fees for the City of Montrose*
 - 2. Resolution 2022-23 – *A Resolution Authorizing Summary Publication of Ordinance 2022-04 An Ordinance Amending Various Development and Administrative Fees for the City of Montrose*

12. OPEN FORUM

13. UPCOMING MEETINGS

- A. Planning and Zoning Commission Meeting – Wednesday, June 8, 2022 at 7:00 p.m. at the Montrose Community Center
- B. Regular City Council Meeting – Monday, June 13, 2022 at 7:00 p.m. at the Montrose Community Center
- C. Park and Recreation Commission Meeting – Monday, June 20, 2022 at 5:30 p.m. at Montrose City Hall
- D. Economic Development Authority Meeting – Tuesday, June 21, 2022 at 12:00 p.m. at Montrose City Hall

14. ACKNOWLEDGEMENTS

15. ADJOURNMENT

City of Montrose
 Regular City Council Meeting
 Montrose Community Center
 200 Center Avenue South
 Monday, April 11, 2022
 7:00 P.M.

1. CALL TO ORDER

Pursuant to call and notice the Montrose City Council met in Regular Session on Monday, April 11, 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. Dan Remer, Public Works Director
 Mr. Jared Voge, City Engineer
 Ms. Cristy Gerard, Deputy Clerk

3. INVOCATION

A. Pastor Ryan Clark from St. John's Lutheran 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 April 11, 2022 City Council Agenda with a Change of Consent Agenda Item 6.G.1. to be a 4:00 p.m. meeting, and Change Item 8.C.1. to Advertising for a Maintenance Worker I Position. Council Member Solarz seconded the motion. Motion carried 5-0.

6. APPROVAL OF THE CONSENT AGENDA

A. Minutes

1. Accepted the minutes of the March 14, 2022 Regular City Council Meeting

B. Accounts Payable

1. Approved the April 11, 2022 Accounts Payable for the City of Montrose
 2. Approved the April 11, 2022 Accounts Payable for the Montrose Fire Department
- C. Approved the Monthly Utility Adjustments for March 2022
- D. Approved Resolution 2022-16 – *A Resolution Approving Reestablishment of Precincts and Polling Places*
- E. Approved Resolution 2022-17 – *A Resolution Authorizing a Change to the Bank Signature Cards*
- F. Approved International Union of Operating Engineers, Local No. 49 Collective Bargaining Agreement Memorandum of Understanding for Public Works Wage Scales
- G. Approved Meeting Changes:
1. Approved to Schedule a Special City Council Meeting for Monday, May 2, 2022 at 4:00 p.m. at the Montrose Community Center
 2. Approved Cancelling the Regular City Council Meeting on Monday, May 9, 2022 at 7:00 p.m. and Scheduling a Special City Council Meeting for Monday, May 23, 2022 at 7:00 p.m. at the Montrose Community Center
 3. Approved Rescheduling the Planning and Zoning Meeting to be held on Wednesday, May 18, 2022 at 7:00 p.m.

Council Member Paradeise motioned to approve the amended April 11, 2022 Consent Agenda to change item G.1. to a 4:00 p.m. meeting time. Council Member Solarz seconded the motion. Motion carried 5-0.

7. WRIGHT COUNTY SHERIFF'S OFFICE

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

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.

2. Student Liaison Discussion

Mayor Moynagh asked Ms. Bonniwell if the city had received any applications for the Student Liaison. Ms. Bonniwell stated that no, staff has not received an application yet, but we have had some interest and are hoping they turn in an application.

B. Montrose Fire Department

1. March, 2022 Activity Report

Ms. Bonniwell stated that Mr. Triplett was not present and to reach out to him if there are any questions on the March 2022 Activity Report

C. Personnel and Employee Development Committee

1. Advertising for a Maintenance Worker I Position

Ms. Bonniwell stated that the open position was changed from Operator I to Maintenance Worker I as the city still has an employee that is interested in the Operator I position, but does not currently hold the correct licenses for water and waste water, so the Union will not let them be promoted to the new title until they have the proper licenses. Ms. Bonniwell stated that the city staff hopes to have the interested employee gain their licenses within the next six months to one year, and then they will be able to be promoted to Operator I. In the meantime, Ms. Bonniwell stated, the employee will be studying and learning the water and waste water operations. Ms. Bonniwell stated that staff recommends hiring a Maintenance Worker I so there is no shortage of staff while the employee moving to Operator I is shifting to the new position.

Mayor Moynagh motioned to approve advertising for a Maintenance Worker I position. Council Member Andreoff seconded the motion. Motion carried 5-0.

D. Park and Recreation

1. Commission Member Applications

1. Duane Isle
2. Michelle Otto
3. Edward Kolasa, Jr.
4. Kayla McCluskey
5. Toby Nelson

Ms. Bonniwell stated that city staff received the listed five applications from residents interested in joining the Park and Recreation Commission.

Mayor Moynagh motioned to approve all five commission member applications for: Duane Isle, Michelle Otto, Edward Kolasa, Jr., Kayla McCluskey, and Toby Nelson. Council Member Andreoff seconded the motion. Motion carried 5-0.

E. City Planner

1. Ouverson Addition Final Plat Review

Ms. Bonniwell stated that the packet for the meeting included the final plat, planned unit development, and developer agreement for the Ouverson Addition for consideration for approval. Ms. Bonniwell stated that the developer has confirmed compliance with the requirements and recommendations from staff, including all setback requirements. Ms. Bonniwell stated that staff recommends approval of the thirteen-unit townhome residential project. Ms. Bonniwell stated that if approval is considered, a resolution has been included to approve the Preliminary and Final Plat, the Planned Unit Development, and the Developer Agreement.

2. Ouverson Addition Developer Agreement Review

3. Resolution 2022-18 – *A Resolution of the City Council of the City of Montrose Approving a Preliminary and Final Plat and Final Planned Unit Development (PUD), Along with a Development Agreement Regulating and Controlling Uses and Development Within the PUD, for a Thirteen-Unit Townhouse Residential Project in Two Buildings.*

Mayor Moynagh motioned to approve Resolution 2022-18 - A Resolution of the City Council of the City of Montrose Approving a Preliminary and Final Plat and Final Planned Unit

Development (PUD), Along with a Development Agreement Regulating and Controlling Uses and Development Within the PUD, for a Thirteen-Unit Townhouse Residential Project in Two Buildings. Council Member Marszalek seconded the motion. Motion carried 5-0.

F. City Engineer

1. 2021 Downtown Improvement Project, Phase 2 Bid Memo

Mr. Voge stated that on March 22, 2022, seven (7) bids were received for the 2021 Downtown Improvement Phase 2 Project. The bids ranged from \$2,588,459.78 to \$3,250,592.48. Mr. Voge stated that the low bidder for the project was Northdale Construction Company, Inc. out of Albertville, Minnesota. Mr. Voge stated that a bid tabulation for the project was included in the packet for City Council review. Mr. Voge stated that staff recommends the City Council award the bid for the 2021 Downtown Improvement Phase 2 Project to Northdale Construction Company, Inc. in the amount of \$2,588,459.78. Mr. Voge stated a resolution approving this recommendation was also included in the packet for consideration.

2. Resolution 2022-19 – *A Resolution Accepting 2021 Downtown Improvement Phase 2 Bid and Awarding Contract*

Council Member Marszalek motioned to approve Resolution 2022-19 – *A Resolution Accepting 2021 Downtown Improvement Phase 2 Bid and Awarding Contract*. Council Member Paradeise seconded the motion. Motion carried 5-0.

3. BNSF Easement Agreement Memo

Mr. Voge stated that the Downtown Improvements Project Phase 2 requires that an easement be obtained from BNSF as a result of limited city right-of-way on 1st Street North between County Road 12 and just west of Center Avenue North. BNSF has provided an easement agreement which was included in the packet for review and consideration. Mr. Voge stated that the agreement identifies costs associated with the easement, \$7,500.00, as well as the required insurance premium of \$3,045.50. Mr. Voge stated that staff recommends approval of the Easement Agreement and Memorandum of Easement contingent on final City Attorney review and approval.

4. BNSF Easement Agreement for Roadway Construction, Maintenance and Use Contract and Memorandum of Easement

5. Resolution 2022-20 – *A Resolution Approving Easement Agreement and Memorandum of Easement with BNSF Railway Company*

Council Member Marszalek motioned to approve Resolution 2022-20 – *A Resolution Approving Easement Agreement and Memorandum of Easement with BNSF Railway Company*. Council Member Andreoff seconded the motion. Motion carried 5-0.

6. Updates from City Engineer

Mr. Voge stated that the contractor for Phase 1 of the 2021 Downtown Improvement Project will be starting the week of April 11th with installing a temporary water main, with the hope of starting to remove the pavement the week of April 18th, weather permitting. Mr. Voge stated that with the approval of the bid for Phase 2, there will be a pre-construction meeting scheduled within the next few days to a week.

G. Public Works

1. Property Demolition at 101 Center Avenue North

Mr. Remer stated that the garage has been taken down, but he is still waiting for the party interested in removing the house as they have been on vacation. Mr. Remer stated he would give them another week or two to get back to him before getting a quote from the contractor that took down the garage.

2. Influent Lift Station Control Replacement

Mr. Remer stated that the Influent Lift Station Control Panel needs immediate replacement due to damage and not being able to get replacement parts for the older equipment. Mr. Remer stated that the quote included in the packet for \$52,673.00 is just for the panel itself and to hook into the electronic monitoring system. Mr. Remer stated that the city will also have to hire an electrician to hook up the monitoring system to the new control panel. Mr. Remer stated that when the panel is ready, they will have to be prepared to take down the waste water plant pumps and manually continue to pump as the flow does not stop coming. Mr. Remer stated that this control panel was vital to the operation of the plant and needed to be replaced as soon as possible.

Council Member Marszalek motioned to approve the Replacement of the Influent Lift Station Control in the amount of \$52,673.00, plus the cost of the electrician. Mayor Moynagh seconded the motion. Motion carried 5-0.

3. Sidewalk Repair Quote for Aspen Lane and Hwy 12

Mr. Remer stated that he asked one of the Public Works Employees to get a quote for the sidewalk repair of two spots on Hwy 12 where the water main broke earlier in the winter, and to finish connecting the sidewalk to the walking trail at the corner of Aspen Lane and County Road 12. The quote is from a local contractor in the amount of \$3,400.00 for all three repairs. Mr. Remer stated that staff recommends approval of the quote for the repairs.

Mayor Moynagh motioned to approve the Sidewalk Repair Quote for Aspen Lane and Hwy 12 in the amount of \$3,400.00. Council Member Solarz seconded the motion. Motion carried 5-0.

4. Compost Site Hiring Update

Mr. Remer stated that the city has so far received three applications for Compost Site Monitor and has decided to hire two people to share the position, so it is always covered and so that whomever are hired do not have to work every Saturday if they do not want and could swap weeks with the other person. Mr. Remer is planning to meet with the two people that turned their applications in first on Thursday, April 14th and possibly contact the third applicant if either of the other two are no longer interested or do not work out. Mr. Remer stated that he plans to have the compost site open the week of April 18th with the opening day being April 19, 2022. The hours will be Tuesday and Thursday 5:00 p.m. – 8:00 p.m. and Saturday from 10:00 a.m. – 4:00 p.m.

5. Public Works Updates

Mr. Remer stated that he is currently working on getting quotes for a plow truck and regular pickup trucks. Mr. Remer stated that currently it is hard to find fleet vehicles to be used for Public Works pickup trucks, and ordering a plow truck might be over a year out due to long lead times.

9. OLD BUSINESS

A. Clean-Up Day and Amnesty Items Discussion

Ms. Bonniwell stated that she had looked into past clean-up day events and found that the city typically pays somewhere between \$8,000.00 - \$10,000.00 on clean-up day, which included the amnesty items. Ms. Bonniwell stated that for 2022 the city budgeted \$8,000.00 for clean-up day, and we will take in some money from residents paying for items. Ms. Bonniwell stated that staff recommends the city move forward with clean-up day as usual, including amnesty (free) items. Ms. Bonniwell stated that staff will continue to budget around \$8,000.00 for clean-up day so there is no need to drain the garbage fund, and that can be transferred and used for capital improvements.

B. 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*

Mayor Moynagh motioned to approve Resolution 2022-11 – *A Resolution Approving the Transfer of Funds to Close the Refuse (Garbage) Fund*. Council Member Paradeise seconded the motion. Motion carried 5-0.

C. Herzog Property Seeding Discussion

Ms. Bonniwell stated that the property owner was told that the grass seeding would be completed between April 15th and May 1st, depending on weather. The property owner has contacted the city to get more information and would like to know an exact start day and to know what method will be used to seed the lawn. Mr. Voge stated that as far as he knows the contractor is on track to start as soon as weather allows and will be doing seeding with a blanket tacked down. Ms. Herzog stated that she would like to have access to the city hydrant to hook a hose up down near where the grass would be, otherwise she would be unable to water. Council Member Marszalek stated that the city has already set precedence about watering resident's lawns after the city does utility work or otherwise causes an area to require new grass seeding. Mr. Marszalek stated that the city has already denied a resident watering assistance, and will do the same in this situation. Ms. Herzog stated that this was supposed to have already been done in November 2021, and the contractor did not complete the job nor did he or anyone from the city reach out to let her know it would not be getting done. Mayor Moynagh stated that yes, it should have been done in the fall, but the city was not informed the seeding was not done until the December 2021 meeting. Mayor Moynagh also reiterated that we have already denied a resident to water their newly seeded grass. Ms. Herzog stated that the dormant seeding would have worked best for them and do not understand why they were not contacted or told the dormant seeding was not going to happen. Mr. Paradeise asked Ms. Herzog if she wanted to wait another year to do dormant seeding since the city is not going to provide water or a hookup to water her lawn. Ms. Herzog stated that they have been waiting a couple of years for this to get done and more of the lawn will be eroded away if they wait. Mr. Paradeise again stated that the city has set precedence and is not planning to water anybody's lawn for new seeding installed by the city. Mayor Moynagh asked Mr. Voge or Mr. Remer if someone could reach out to the contractor to ask about rescheduling dormant seeding for next fall. Mr. Remer stated that he will take point on this and contact the contractor and coordinate future plans for the Herzog property.

D. Randy's Sanitation

Ms. Bonniwell stated that she wanted to hear some feedback from Council about the recent day transition for Randy's Sanitation. Ms. Bonniwell stated that the city received a lot of complaints through the transition weeks regarding pick-up service as well as customer service when calling Randy's. Mayor Moynagh stated that he did not believe Randy's handled the communication about the transition to residents very well and people still seem confused. Council Member Marszalek stated that he received

some complaints from residents and directed them to Mr. Matt Herman, which seemed to fix whatever the problem was. Ms. Bonniwell stated that yes, Mr. Herman had resolved a lot of complaints. Ms. Bonniwell stated that residents should reach out to the city if they are getting charged for extra trash or recycling during the transition weeks so the city can contact Randy's about the fees. Ms. Bonniwell asked if the transition was bad enough that the city possibly needs to think about going with a different hauler. The city council was in agreement to see how it goes for another month or two before we go down that route. Mr. Marszalek stated that the trucks seem to be coming earlier and Ms. Bonniwell stated that Randy's is asking people to have their carts out no later than 6:00 a.m. on Friday to begin pickup at 7:00 a.m. The City Council was in agreement that communication overall throughout the process was poor and the information was not disseminated to residents in an effective way.

10. NEW BUSINESS

A. Resolution 2022-21 – Resolution to Support Housing and Local Authority

Ms. Bonniwell stated that the resolution presented here is to support housing and local authority and help local municipalities maintain their local authority when it comes to housing developments and zoning decisions. Ms. Bonniwell stated that there have been multiple bills introduced in the 2021-2022 biennium which would restrict local decision-making authority related to housing and zoning. Ms. Bonniwell stated that the resolution will be sent to the state to support this effort to keep the decision-making local. Mayor Moynagh reiterated that there have been several attempts to take local decision-making authority away from cities and we need to support this resolution in order to keep those decisions at the local level.

1. Resolution 2022-21 – *A Resolution Supporting Housing and Local Decision-Making Authority*

Council Member Marszalek motioned to approve Resolution 2022-21 - *A Resolution Supporting Housing and Local Decision-Making Authority*. Council Member Solarz seconded the motion. Motion carried 5-0.

B. Delano Senior Center Request

1. Request from Delano Area Senior Center to Contribute \$1,250.00 for the Continued Support of Programs for Seniors

Ms. Bonniwell stated that the city received a letter from the City of Delano asking for a contribution of \$1,250.00 for the continued support of the programs for seniors in Delano. Ms. Bonniwell stated that the City of Delano identified at least 140 residents of Montrose that used some or all of their services during 2021 including frozen meals delivered, senior center activities and meals on-site, and assistance with health and wellness programs.

Council Member Marszalek motioned to approve the contribution of \$1,250.00 to the Delano Area Senior Center for the continued support of Programs for Seniors. Council Member Paradeise seconded the motion. Motion carried 5-0.

11. OPEN FORUM

No Open Forum Requests

12. UPCOMING MEETINGS

A. Planning and Zoning Commission Meeting – CANCELLED for April 13, 2022

- B. Economic Development Authority Meeting – Tuesday, April 19, 2022 at 11:30 a.m. in the Montrose City Hall Conference Room
- C. Special City Council Meeting – Monday, May 2, 2022 at 4:00 p.m. at the Montrose Community Center
- D. Park and Recreation Meeting – Thursday, May 5, 2022 at 5:30 p.m. in the Montrose City Hall Conference Room
- E. Regular City Council Meeting – CANCELLED for May 9, 2022
- F. Planning and Zoning Commission Meeting – RESCHEDULED for May 18, 2022 at 7:00 p.m. in the Montrose Community Center
- G. Special City Council Meeting – Monday, May 23, 2022 at 7:00 p.m. at the Montrose Community Center

13. ACKNOWLEDGEMENTS

- A. Mayor Moynagh thanked the parents and kids that came out for the Easter Egg Hunt on Saturday, April 9, 2022. He stated it was a great turnout and apologized for the Banana Bread food truck not being present at the event.
- B. Council Member Marszalek acknowledged Mr. Remer for all of the work he has done since taking over as Public Works Director.

14. ADJOURNMENT

Mayor Moynagh motioned to adjourn the Regular City Council Meeting at 7:59 p.m. Council Member Marszalek 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 Community Center
 311 Buffalo Avenue South
 Monday, May 2, 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, May 2, 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. Stephen Grittman, City Planner
 Mr. Jared Voge, City Engineer
 Mr. Michael Sommerfeld, City Clerk/Treasurer

3. APPROVAL OF AGENDA

Council Member Marszalek motioned to approve the May 2, 2022 Special City Council Meeting Agenda. Council Member Solarz seconded the motion. Motion carried 5-0.

4. BUSINESS

- A. Northridge 6th Addition Development Final Plat
 - i. Northridge 6th Addition Final Plat Review

Ms. Bonniwell stated that the final plat for Northridge 6th Addition, a 27-Lot Single Family Residential Project is before Council today for review. Ms. Bonniwell stated that the City Engineer and City Planner were also in attendance if there were any questions for them. Mayor Moynagh asked when the developer would start construction if the development is approved. Mr. McLouth, from Loucks Engineering, stated that as soon as road restrictions are off of the road and everything is approved, they will be starting construction. Mayor Moynagh asked to make sure the residents in the surrounding area will be notified that construction will be starting. Council Member Solarz asked about the tree replacement issue associated with this development as the developer is being asked to replace over 700 trees since they are removing so many from the land prior to construction. Mr. Grittman stated that according to the replacement formula in the ordinance, the developer would have to replace 708 trees. Ms. Bonniwell stated that the tree replacement requirement is listed in the Developer Agreement. Council Member Marszalek asked approximately how long the total build-out for the development would be. Mr. McLouth stated that he would expect a year or two for the total build-out of the development.

- ii. Northridge 6th Addition Development Agreement
- iii. Resolution 2022-22 – *A Resolution of the City Council of the City of Montrose Approving a Preliminary and Final Plat for a 27-Lot Single Family Residential Project in an R-1 Zoning District*

Council Member Marszalek motioned to approve Resolution 2022-22 – A Resolution of the City Council of the City of Montrose Approving a Preliminary and Final Plat for a 27-Lot Single Family Residential Project in an R-1 Zoning District. Council Member Paradeise seconded the motion. Motion carried 5-0.

B. Demolition Quote for 101 Center Avenue North

Ms. Bonniwell stated that the city received a quote for \$8,000.00 to take down the house at 101 Center Avenue North, which was purchased to make room for sidewalk in the 2021 Downtown Improvement Project. Ms. Bonniwell stated the garage at the property has already been taken down, and the Public Works Director would like to see the house removed as soon as possible so as to not have to destroy fresh curb and gutter being installed this summer. Mayor Moynagh asked if Mr. Remer had been able to get a hold of the party that wanted to take the house and move it to another location. Ms. Bonniwell stated that the party that wanted to move the house also would have needed to load it up and store it in town until he would have been able to move it to another destination, which was not going to be a plausible option.

Council Member Marszalek motioned to approve the Quote from Carlson Construction for \$8,000.00 to demolish the house at 101 Center Avenue North. Council Member Andreoff seconded the motion. Motion carried 5-0.

C. 2021 Downtown Improvement Project Phase I – Change Order 1

Mr. Voge stated that MNDOT has asked the city to replace the culvert at the intersection of Center Avenue South and U.S. Highway 12. This was going to be part of the MNDOT road project for U.S. Highway 12, but the project keeps getting delayed, so they have asked the city to incorporate it into the 2021 Downtown Improvement Project since the city is already replacing the infrastructure in Center Avenue South as part of the project. Mr. Voge stated that this will include shutting down traffic on U.S. Highway 12 for approximately one-week with a detour that would bring traffic around on State Highway 25 to County Road 30 and back on Clementa Avenue SW. Mr. Voge stated this change will increase the project cost by \$55,399.00, but the city would have paid for this regardless if it is done now or with the U.S. Highway 12 road project.

Mayor Moynagh motioned to approve the 2021 Downtown Improvement Project Phase I – Change Order 1. Council Member Marszalek seconded the motion. Motion carried 5-0

D. Quote for Public Works Truck

Ms. Bonniwell stated that Mr. Remer has been working on finding a new Public Works Truck since they are currently having mechanical issues with a couple of their trucks. Ms. Bonniwell stated that this is no easy task as many of the Fleet Vehicle manufacturing has halted and work trucks are hard to find right now. Ms. Bonniwell stated that Mr. Remer was able to find a 2022 GMC Sierra 1500 Limited for \$42,133.25. Ms. Bonniwell stated that Mr. Remer recommended the city approve the amount for the truck so they can get it before it is sold to someone else.

Council Member Marszalek motioned to approve \$42,133.25 for the purchase of a new pick-up truck for public works. Council Member Paradeise seconded the motion. Motion carried 5-0.

E. No Mow May

Ms. Bonniwell stated that the DNR is once again encouraging residents to not mow their lawns in May in order to preserve and protect pollinators during the spring season. Mr. Paradeise agreed and stated that he also had recently read an article about how beneficial not mowing can be for bees and other pollinators and recommended Council approve a No Mow May initiative, so City Staff would not send letters to residents that are in violation of the City's mowing ordinance. Mayor Moynagh suggested this could go longer than just through May and City Council will revisit the topic at the June 13, 2022 meeting. Ms. Bonniwell warned that if we let resident's grass get too long for a longer period of time, it could attract rodents and small animals to live or nest in the long grass. Mayor Moynagh stated that this will be a voluntary program for residents that wish to help the spring pollinators flourish and Council will reconsider in June and see how the program is going.

Mayor Moynagh motioned to approve City Staff not writing code enforcement letters about mowing during the month of May. Council Member Solarz seconded the motion. Motion carried 5-0.

5. ADJOURNMENT

Mayor Moynagh motioned to adjourn the Special City Council Meeting at 4:20 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

May 23, 2022

Payroll	04/05/22 Payroll	15345.24
Council Payroll	1st Qtr. Payroll	2909.02
Payroll	04/19/22 Payroll	13354.72
Payroll	04/19/21 Supplement Payroll	6356.76
Payroll	05/03/22 Payroll	13637.89
Payroll	05/17/22 Payroll	14047.69
IRS-Federal Tax Payment	04/05/22 FED/FICA Tax	5284.03
IRS-Federal Tax Payment	04/19/22 FED/FICA Tax	8821.13
IRS-Federal Tax Payment	05/03/22 FED/FICA Tax	4518.26
IRS-Federal Tax Payment	05/17/22 FED/FICA Tax	4708.93
MN Dept. of Revenue	04/05/22 State Withholding	1025.80
MN Dept. of Revenue	04/19/22 State Withholding	1722.24
MN Dept. of Revenue	05/03/22 State Withholding	859.79
MN Dept. of Revenue	05/17/22 State Withholding	887.86
PERA	04/05/22 Payroll	2999.86
PERA	04/19/22 Payroll	2704.93
PERA	05/03/22 Payroll	2682.61
PERA	05/17/22 Payroll	2763.01
*Ameritas Life Ins.	April Employee Optical Ins.	49.40
*Ameritas Life Ins.	May Employee Optical Ins.	49.40
MN Dept. of Revenue	March Sales Tax	63.00
MN Dept. of Revenue	April Sales Tax	63.00
Payment Service Network	March PSN/ACH Fees	1371.28
Payment Service Network	April PSN/ACH Fees	1131.97
Abdo	2021 Audit	16000.00
Adam's Pest Control	C.H./C.C. Pest Control	327.49
*AFSCME #65	Apr., May Union Dues	234.60
Aramark	Uniforms/Floor Mats	934.18
Badger Meter	March, April Hosting	276.89
*Baugus Group Corporation	CUP Escrow Bal. Return	3695.90
*Bolton & Menk	Engineering Services	74291.50
Cardmember Services	Training/Travel Expense	934.80
Cardmember Services	Lift Station Repair	1080.92
Carlson Construction	Shed Demo./Removal	1500.00
Centra Sota Coop.	PW/Streets Oil	1725.60
Central Fire Protection	Extinguisher Maint.	421.95
Citizen's State Bank	Clean-up Day Cash for Change	200.00
*Citizens State Bank	Apr., May H.S.A. Deposit	1000.00
*Colonial Life Ins.	April, May Employee Ins.	94.08
Comcast	Internet Service	1086.96

May 23, 2022

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Core & Main	Sewer Repair	2267.29
Culligan	Softener Svcs.	143.00
Delano Area Senior Center	Donation	1250.00
Duane W. Nielson Company	WWTP Service	376.85
*Delta Dental	May Dental Insurance	567.45
Gopher State One Call	Water/Sewer Locates	160.65
Hawkins, Inc.	Water/WWTP Chemicals	20024.85
Health Partners	May Health Ins.	6246.85
Hylland, Susan	Easement - Downtown Imp.	1000.00
*IUOE Local #49	May, June Union Dues	280.00
IUOE Local #49 HW FUND	May, June Health, Dent, HRA	12360.00
Jenson, Marie	March, April CH/CC Cleaning	997.25
*Kennedy & Graven	Legal Fees	13278.20
Kurkosky, John	Rain Gear/Boots Reimb.	168.74
*LGI Homes, Inc.	Landscape Escrow Returns	15000.00
Lincoln Nat'l Life Ins.	May Life Ins.	121.01
M&M Express Sales & Svc.	PW Vehicle Maint.	28.61
*Madison Nat'l Life	May Disability Ins.	349.42
Marco Tech.	Printer Maint.	63.45
Marszalek, Thomas	Travel Expense	73.71
*McCoy, Jolayn	Comm. Ctr. Rent Reimb.	300.00
Menards	Shop Supplies	252.60
*Metro West Insp. Svcs.	March Final Permits	5732.29
Mid-American Rsch. Chem.	Street Maint. Mats.	2634.26
Midwest Machinery Co.	Lawnmower Maint.	1160.47
Milhausen Auto Repair	PW Vehicle Maint.	85.00
MN Computer Systems	Copier Maint. Agreement	556.84
MN Dept. of Health	Water License Renewal	23.00
MN Dept. of Labor & Ind.	Build Permit Surcharges	147.62
MN Pollution Control Agency	WWTP Annual Permit	1450.00
Mrozek, Robin	Easement - Downtown Imp.	1392.00
Muddy Feet Lawn Svcs.	Mowing Contract	2543.67
MVTL Laboratories	Water/WWTP Testing	1430.10
My Alarm Center	Quarterly Alarm System	147.38
Nuso (NEC Cloud Comm.)	Telephone Service	315.50
North Star Awards & Troph.	Name Plate	9.00
*NW Assoc. Consultants	Planners Services	3111.70
Nystrom Publishing Co.	City Newsletter	1964.30
Paumen Computer Services	Monthly IT/Backup & Support	1065.00
Paumen Computer Services	Security Training	70.00
Purchase Power	Postage Refill	2121.93
Quality Flow Systems	WWTP Repair/Supplies	5280.00
Quill Corporation	Office Supplies	367.08

May 23, 2022

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Ready Watt Electric	Civ. Def. Siren Repair	315.00
Remer, Daniel	Boots Reimb.	200.00
Steiner Auto Parts	PW Vehicle Maint. Supp.	785.22
Sweeper Services	Street Sweeper Maint.	2103.70
Total Printing	Office Supplies	300.00
U.C. Laboratory	Water Testing	144.00
US Internet	Email Hosting	298.50
US Postal Service	Annual PO Box	72.00
USA BlueBook	Water/WWTP Supplies	412.80
Varner Mobile Services	Plow Truck Maint.	778.53
Verizon	Cellphones/Tablets	752.00
Vosika, Ron	Engineering Escrow Return	27856.26
Wakesun	Electrical Services	16443.03
Wex Bank	PW, Str, Sew, WW Vehicle Fuel	896.72
Widmer Construction	Watermain Repair	5700.00
Windstream	Telephone Service	229.10
Wright County Highway Dept.	Road Salt	9741.06
Wright Co. Finance Dept.	2022 Spec. Assess. Fees	8.60
Wright Co. Finance Dept.	April, May Patrol Svcs.	51221.66
Wright Co. Journal Press	Legal Notices	910.83
Wright Co. Taxpayer Svcs.	Property Taxes	1682.00
Wright-Hennepin Co-op	Electrical Services	269.80
Xcel Energy	Electric/Gas Charges	13835.84
	TOTAL ACCOUNTS PAYABLE	453036.41

 MOYNAGH

 BONNIWELL

 MARSZALEK

 ANDREOFF

 SOLARZ

 PARADEISE

* Appendix

Payments received to offset checks written

Payroll Deduction	Apr., May H.S.A. Deposit	800.00
Payroll Deduction	AFSCME #65 Mar., Apr. Dues	234.60
Payroll Deduction	IUOE #49 May, Jun Union Dues	280.00
Payroll Deduction	Apr., May Optical Ins.	98.80
Payroll Deduction	April, May EE Ins.	94.08
Developer Expense	Baugus Group Corporation	3695.90
Developer Expense	Bolton & Menk	6515.00
Developer Expense	Kennedy & Graven	7350.00
Developer Expense	LGI Homes, Inc.	15000.00
Developer Expense	Metro West Insp. Svcs.	5732.29
Developer Expense	NW Assoc. Consultants	1942.50
Developer Expense	Vosika, Ron	27856.26
Customer Expense	McCoy, Jolayne	300.00

FIRE DEPARTMENT ACCOUNTS PAYABLE LIST

May 23, 2022

Active 911	Ann. Alert Subscription	390.00
Bound Tree Medical	Medical Supplies	287.09
Cardmember Services	Truck Equip. Fuel	181.28
Central Fire Protection	Extinguisher Maint.	314.55
Comcast	Internet Service	195.70
Custom Fire Apparatus	FD Vehicle Maint.	412.14
Interstate Batteries	FD Equipment Batteries	68.55
Kasowski, Tera	EMT/EMR Refresher	1280.00
M&M Express Sales & Svc.	FD Vehicle Maint.	28.61
Macqueen Emergency Equip.	SCBA Flow Testing	1220.00
Menards	Station Supplies	99.37
Nuso (NEC Cloud Comm.)	Telephone Service	52.58
SYNCB/Amazon	Misc. Equipment	92.98
Verizon	FD iPad	80.02
Wex Bank	Vehicle Fuel	539.88
Xcel Energy	Electric/Gas Charges	2186.67
TOTAL ACCOUNTS PAYABLE		7429.42

MOYNAGH

BONNIWELL

MARSZALEK

ANDREOFF

SOLARZ

PARADEISE

CITY OF MONTROSE

Monthly Adjustments

05/03/22 1:39 PM

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Account	Tran Type	Charge Name	Charge Type	Amount	Date
01-00001238-00-	Adjustment	WWTP	Service	(\$9.57)	4/7/2022
01-00001995-00-	Adjustment	WWTP	Service	(\$1.60)	4/4/2022
01-00001995-00-	Adjustment	Storm Water	Service	(\$0.26)	4/4/2022
01-00001192-00-	Adjustment	R Water	Service	(\$0.77)	4/4/2022
01-00001192-00-	Adjustment	Sewer Collection	Service	(\$0.70)	4/4/2022
01-00001192-00-	Adjustment	WWTP	Service	(\$0.75)	4/4/2022
01-00001192-00-	Adjustment	Storm Water	Service	(\$0.25)	4/4/2022
01-00001995-00-	Adjustment	R Water	Service	(\$1.72)	4/4/2022
01-00001995-00-	Adjustment	Sewer Collection	Service	(\$1.58)	4/4/2022
01-00001238-00-	Adjustment	Sewer Collection	Service	(\$9.49)	4/7/2022
01-00005096-00-	Adjustment	Hang Disconnect N	Service	(\$25.00)	4/11/2022
01-00001238-00-	Adjustment	Storm Water	Service	(\$0.75)	4/7/2022
01-00001102-00-	Adjustment	R Water	Service	(\$11.66)	4/7/2022
01-00001102-00-	Adjustment	Sewer Collection	Service	(\$9.49)	4/7/2022
01-00001102-00-	Adjustment	WWTP	Service	(\$9.57)	4/7/2022
01-00001102-00-	Adjustment	Storm Water	Service	(\$1.50)	4/7/2022
01-00001146-00-	Adjustment	Hang Disconnect N	Service	\$25.00	4/7/2022
01-00005096-00-	Adjustment	Hang Disconnect N	Service	\$25.00	4/7/2022
01-00001238-00-	Adjustment	R Water	Service	(\$11.66)	4/7/2022
				(\$46.32)	

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

May 3rd, 2022
CG



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 May 2, 2022

Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
911 Abandoned Total: 1					
04/15/22 04:48	911 Abandoned	2022028762			911
911 Abandoned; Domestic Disturbance Total: 1					
04/15/22 02:22	911 Abandoned;	2022028754	Domestic Disturbance	WP22008741	911
911 Hang-up Total: 2					
04/01/22 09:38	911 Hang-up	2022024717			911
04/07/22 19:56	911 Hang-up	2022026518			911
911 Open Line Total: 7					
04/12/22 19:14	911 Open Line	2022028085			911
04/17/22 19:09	911 Open Line	2022029575			911
04/19/22 00:17	911 Open Line	2022029986			911
04/19/22 09:20	911 Open Line	2022030052			911
04/22/22 00:13	911 Open Line	2022030955			911
04/26/22 19:14	911 Open Line	2022032345			911
04/29/22 10:35	911 Open Line	2022033094			911
Abuse Total: 1					
04/26/22 18:10	Abuse	2022032322	Abuse	WP22009766	Other
Agency Assist Total: 5					
04/03/22 13:24	Agency Assist	2022025346	Agency Assist	WP22007682	Phone
04/08/22 11:08	Agency Assist	2022026636	Agency Assist	WP22008093	Phone
04/19/22 14:15	Agency Assist	2022030135	Agency Assist	WP22009142	Phone
04/19/22 15:14	Agency Assist	2022030149	Agency Assist	WP22009146	Phone
04/23/22 07:59	Agency Assist	2022031280	Agency Assist	WP22009457	Phone
Animal Total: 2					
04/21/22 22:57	Animal	2022030937			Phone
04/25/22 22:16	Animal	2022032085	Animal	WP22009691	Phone
Check Welfare Total: 6					
04/12/22 10:44	Check Welfare	2022027921	Check Welfare	WP22008475	Phone
04/13/22 18:32	Check Welfare	2022028357	Check Welfare	WP22008615	Phone
04/19/22 19:37	Check Welfare	2022030249	Check Welfare	WP22009175	Phone
04/20/22 13:26	Check Welfare	2022030435	Check Welfare	WP22009221	911
04/22/22 13:36	Check Welfare	2022031075	Check Welfare	WP22009401	Phone
04/22/22 14:57	Check Welfare	2022031090	Check Welfare	WP22009406	911
Citizen Aid Total: 3					
04/13/22 16:42	Citizen Aid	2022028328	Citizen Aid	WP22008611	Phone

Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
04/19/22 11:25	Citizen Aid	2022030093	Neighborhood Dispute	WP22009129	Phone
04/27/22 18:04	Citizen Aid	2022032629			Phone

Civil Complaint Total: 7

04/02/22 11:13	Civil Complaint	2022025033	Civil Complaint	WP22007582	Phone
04/06/22 10:19	Civil Complaint	2022026095	Citizen Aid	WP22007925	Phone
04/06/22 13:40	Civil Complaint	2022026135	Unwanted Person	WP22007934	Phone
04/13/22 16:26	Civil Complaint	2022028320	Civil Complaint	WP22008606	Phone
04/15/22 11:29	Civil Complaint	2022028824	Civil Complaint	WP22008768	Phone
04/21/22 14:08	Civil Complaint	2022030774	Civil Complaint	WP22009317	Phone
04/22/22 11:27	Civil Complaint	2022031049	Civil Complaint	WP22009389	Phone

Civil Process Total: 8

04/07/22 14:43	Civil Process	2022026435			Officer
04/13/22 16:16	Civil Process	2022028316			Officer
04/14/22 14:49	Civil Process	2022028587			Officer
04/19/22 13:05	Civil Process	2022030116			Officer
04/25/22 15:22	Civil Process	2022031968			Officer
04/28/22 14:50	Civil Process	2022032873			Officer
04/29/22 09:58	Civil Process	2022033083			Officer
04/29/22 12:31	Civil Process	2022033127			Officer

Court Order Violation Total: 2

04/06/22 11:07	Court Order Violation	2022026105	Court Order Violation	WP22007927	Phone
04/26/22 10:15	Court Order Violation	2022032181	Court Order Violation	WP22009721	Phone

Criminal Damage to Property Total: 1

04/15/22 14:53	Criminal Damage to	2022028888	Criminal Damage to Property	WP22008790	Officer
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Domestic Disturbance Total: 2

04/17/22 18:46	Domestic Disturbance	2022029571	Medical - Psychiatric -	WP22008988	911
04/25/22 18:15	Domestic Disturbance	2022032025	Domestic Disturbance	WP22009678	911

Fight Total: 1

04/17/22 21:02	Fight	2022029601	Fight	WP22008995	911
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Fraud - Forgery Total: 1

04/09/22 16:07	Fraud - Forgery	2022027050	Fraud - Forgery	WP22008224	Phone
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Harassment Total: 2

04/07/22 14:32	Harassment	2022026430	Harassment	WP22008019	Phone
04/25/22 16:24	Harassment	2022031993	Suspicious - Circumstances	WP22009670	Phone

Lock Out - Lock In Total: 1

04/09/22 12:35	Lock Out - Lock In	2022026986	Lock Out - Lock In	WP22008197	Phone
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Medical - Abdominal Pain Total: 1

04/24/22 11:55	Medical - Abdominal	2022031658			911
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Medical - Breathing Problems Total: 2

04/03/22 20:04	Medical - Breathing	2022025430			911
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Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
04/30/22 09:20	Medical - Breathing	2022033376			911
Medical - Choking Total: 1					
04/03/22 09:23	Medical - Choking	2022025284			911
Medical - Fall Under 6 Feet Total: 3					
04/04/22 15:55	Medical - Fall Under 6	2022025633			911
04/17/22 16:08	Medical - Fall Under 6	2022029545			911
04/23/22 08:55	Medical - Fall Under 6	2022031289			Phone
Medical - Headache Total: 1					
04/27/22 01:07	Medical - Headache	2022032425			911
Medical - Psychiatric - Behavioral Total: 1					
04/22/22 16:06	Medical - Psychiatric -	2022031107	Medical - Psychiatric -	WP22009412	911
Medical - Sick Total: 1					
04/11/22 07:40	Medical - Sick	2022027525			911
Motorist Aid Total: 1					
04/11/22 20:06	Motorist Aid	2022027759			Phone
Noise Total: 2					
04/02/22 23:10	Noise	2022025222	Noise	WP22007640	
04/27/22 17:34	Noise	2022032618	Noise	WP22009842	
Noise; Harassment Total: 1					
04/17/22 00:17	Noise; Harassment	2022029398	Noise	WP22008948	
Off-Road Vehicle Complaint Total: 5					
04/08/22 18:11	Off-Road Vehicle	2022026752	Off-Road Vehicle Complaint	WP22008137	911
04/09/22 12:36	Off-Road Vehicle	2022026987	Off-Road Vehicle Complaint	WP22008198	Phone
04/14/22 22:02	Off-Road Vehicle	2022028709	Off-Road Vehicle Complaint	WP22008728	Phone
04/16/22 01:46	Off-Road Vehicle	2022029075	Off-Road Vehicle Complaint	WP22008852	Phone
04/23/22 18:45	Off-Road Vehicle	2022031484	Off-Road Vehicle Complaint	WP22009509	911
Open Door - Window Total: 1					
04/18/22 08:24	Open Door - Window	2022029679	Open Door - Window	WP22009012	
Parking Total: 1					
04/27/22 11:05	Parking	2022032513	Parking	WP22009809	
Phone Call Total: 2					
04/10/22 21:09	Phone Call	2022027455			Other
04/11/22 18:25	Phone Call	2022027719			Other
Probation Check Total: 1					
04/06/22 18:51	Probation Check	2022026235			Officer
Residential Fire Alarm Total: 1					
04/07/22 09:32	Residential Fire Alarm	2022026357			Phone

Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
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Residential General Alarm Total: 2

04/07/22 10:31	Residential General	2022026373			Phone
04/07/22 10:40	Residential General	2022026376			Phone

SIA City Council - City Hall Total: 1

04/11/22 18:00	SIA City Council - City	2022027712			Officer
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SIA Foot Patrol Total: 1

04/09/22 10:04	SIA Foot Patrol	2022026936			
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SIA Other Total: 2

04/04/22 01:41	SIA Other	2022025490			
04/10/22 00:13	SIA Other	2022027206			

Surveillance Total: 2

04/05/22 02:21	Surveillance	2022025784			
04/22/22 11:25	Surveillance	2022031048			

Suspicious - Circumstances Total: 3

04/14/22 01:05	Suspicious -	2022028449	Suspicious - Circumstances	WP22008639	
04/20/22 09:48	Suspicious -	2022030381	Suspicious - Circumstances	WP22009204	911
04/22/22 12:28	Suspicious -	2022031058	Suspicious - Circumstances	WP22009396	Phone

Suspicious - Person - Vehicle Total: 6

04/06/22 22:26	Suspicious - Person -	2022026286	Suspicious - Person - Vehicle	WP22007984	Phone
04/07/22 06:47	Suspicious - Person -	2022026326	Suspicious - Person - Vehicle	WP22007992	Phone
04/08/22 21:04	Suspicious - Person -	2022026824	Suspicious - Person - Vehicle	WP22008155	Phone
04/23/22 22:53	Suspicious - Person -	2022031568	Suspicious - Person - Vehicle	WP22009530	Phone
04/24/22 14:05	Suspicious - Person -	2022031688			Phone
04/27/22 14:18	Suspicious - Person -	2022032562	Suspicious - Person - Vehicle	WP22009825	911

Suspicious - Person - Vehicle; Civil Complaint Total: 1

04/05/22 22:41	Suspicious - Person -	2022026001	Suspicious - Person - Vehicle	WP22007895	911
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Traffic - Complaint Total: 11

04/01/22 21:43	Traffic - Complaint	2022024921	Traffic - Complaint	WP22007549	911
04/05/22 23:41	Traffic - Complaint	2022026012	Traffic - Complaint	WP22007898	Phone
04/08/22 20:25	Traffic - Complaint	2022026804	Traffic - Complaint	WP22008152	Phone
04/08/22 20:49	Traffic - Complaint	2022026816	Traffic - Complaint	WP22008154	Phone
04/09/22 09:58	Traffic - Complaint	2022026935	Traffic - Complaint	WP22008180	Phone
04/14/22 04:08	Traffic - Complaint	2022028464			Phone
04/15/22 14:32	Traffic - Complaint	2022028883	Traffic - Complaint	WP22008788	Phone
04/15/22 17:27	Traffic - Complaint	2022028953	Traffic - Complaint	WP22008813	911
04/18/22 20:44	Traffic - Complaint	2022029923	Traffic - Complaint	WP22009090	911
04/24/22 16:58	Traffic - Complaint	2022031733	Traffic - Complaint	WP22009573	Phone
04/25/22 17:16	Traffic - Complaint	2022032009	Traffic - Complaint	WP22009674	911

Traffic - Hazard Total: 2

04/18/22 05:48	Traffic - Hazard	2022029660	Traffic - Hazard	WP22009008	911
04/25/22 12:34	Traffic - Hazard	2022031935	Traffic - Hazard	WP22009647	911

Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
Traffic Stop Total: 83					
04/01/22 14:02	Traffic Stop	2022024780			Officer
04/01/22 21:04	Traffic Stop	2022024908			Officer
04/01/22 21:22	Traffic Stop	2022024913			Officer
04/01/22 21:39	Traffic Stop	2022024918			Officer
04/01/22 21:51	Traffic Stop	2022024924	Traffic Stop	WP22007550	Officer
04/02/22 13:41	Traffic Stop	2022025070			Officer
04/02/22 15:15	Traffic Stop	2022025100			Officer
04/02/22 18:32	Traffic Stop	2022025144			Officer
04/02/22 19:13	Traffic Stop	2022025153	Traffic Stop	WP22007620	Officer
04/02/22 19:34	Traffic Stop	2022025157			Officer
04/02/22 20:02	Traffic Stop	2022025164			Officer
04/02/22 21:58	Traffic Stop	2022025201			Officer
04/02/22 22:14	Traffic Stop	2022025207	Traffic Stop	WP22007631	Officer
04/02/22 23:57	Traffic Stop	2022025236	Traffic Stop	WP22007644	Officer
04/03/22 10:08	Traffic Stop	2022025294			Officer
04/04/22 11:22	Traffic Stop	2022025564			Officer
04/05/22 02:17	Traffic Stop	2022025782			Officer
04/05/22 02:39	Traffic Stop	2022025785			Officer
04/06/22 17:56	Traffic Stop	2022026215			Officer
04/06/22 23:13	Traffic Stop	2022026292			Officer
04/06/22 23:19	Traffic Stop	2022026293			Officer
04/07/22 10:26	Traffic Stop	2022026371			Officer
04/07/22 20:43	Traffic Stop	2022026533			Officer
04/08/22 11:44	Traffic Stop	2022026643	Traffic Stop	WSIU22008098	Officer
04/08/22 14:46	Traffic Stop	2022026687	Traffic Stop	BP22003054	Officer
04/08/22 21:08	Traffic Stop	2022026826			Officer
04/08/22 21:42	Traffic Stop	2022026842			Officer
04/09/22 12:14	Traffic Stop	2022026979			Officer
04/10/22 01:15	Traffic Stop	2022027218			Officer
04/10/22 10:01	Traffic Stop	2022027270			Officer
04/10/22 12:10	Traffic Stop	2022027293			Officer
04/11/22 00:31	Traffic Stop	2022027485			Officer
04/11/22 13:58	Traffic Stop	2022027628			Officer
04/11/22 18:26	Traffic Stop	2022027720			Officer
04/11/22 21:05	Traffic Stop	2022027780			Officer
04/11/22 23:02	Traffic Stop	2022027810			Officer
04/14/22 10:04	Traffic Stop	2022028511	Traffic Stop	WP22008657	Officer
04/14/22 14:50	Traffic Stop	2022028588			Officer
04/14/22 21:20	Traffic Stop	2022028697			Officer
04/15/22 16:52	Traffic Stop	2022028938			Officer
04/15/22 22:30	Traffic Stop	2022029036	Traffic Stop	WP22008835	Officer
04/16/22 17:19	Traffic Stop	2022029260	Traffic Stop	WP22008903	Officer
04/16/22 18:15	Traffic Stop	2022029277	Traffic Stop	WP22008909	Officer
04/16/22 18:57	Traffic Stop	2022029291			Officer
04/17/22 10:09	Traffic Stop	2022029455			Officer

Incident Start Date/Time	Initial Call	CFS #	Final Incident	Case Number	How Reported
04/17/22 10:24	Traffic Stop	2022029461			Officer
04/17/22 15:50	Traffic Stop	2022029538			Officer
04/17/22 20:55	Traffic Stop	2022029595			Officer
04/18/22 04:19	Traffic Stop	2022029658			Officer
04/18/22 10:03	Traffic Stop	2022029719			Officer
04/18/22 10:16	Traffic Stop	2022029728	Traffic Stop	WP22009027	
04/18/22 10:37	Traffic Stop	2022029733			
04/18/22 10:44	Traffic Stop	2022029734			Officer
04/19/22 18:47	Traffic Stop	2022030231	Traffic Stop	WP22009170	Officer
04/20/22 10:11	Traffic Stop	2022030387			Officer
04/20/22 13:27	Traffic Stop	2022030436			Officer
04/21/22 17:13	Traffic Stop	2022030831			Officer
04/21/22 19:07	Traffic Stop	2022030869			Officer
04/21/22 20:30	Traffic Stop	2022030894			Officer
04/21/22 23:09	Traffic Stop	2022030941			Officer
04/22/22 21:12	Traffic Stop	2022031196			Officer
04/22/22 22:34	Traffic Stop	2022031223			Officer
04/23/22 15:00	Traffic Stop	2022031406			Officer
04/23/22 18:03	Traffic Stop	2022031465	Traffic Stop	WP22009504	Officer
04/24/22 12:09	Traffic Stop	2022031662			Officer
04/24/22 12:40	Traffic Stop	2022031670	Traffic Stop	WP22009558	Officer
04/24/22 13:35	Traffic Stop	2022031678	Traffic Stop	WP22009559	Officer
04/24/22 14:48	Traffic Stop	2022031695	Traffic Stop	WP22009563	Officer
04/24/22 17:12	Traffic Stop	2022031738			Officer
04/24/22 18:53	Traffic Stop	2022031764	Traffic Stop	WP22009581	Officer
04/24/22 22:20	Traffic Stop	2022031825			Officer
04/25/22 10:42	Traffic Stop	2022031898	Traffic Stop	WP22009630	Officer
04/26/22 17:12	Traffic Stop	2022032303	Traffic Stop	WP22009762	Officer
04/26/22 23:09	Traffic Stop	2022032407	Drugs	WP22009787	Officer
04/27/22 11:25	Traffic Stop	2022032516			Officer
04/28/22 01:44	Traffic Stop	2022032730	DUI	WP22009872	Officer
04/28/22 10:50	Traffic Stop	2022032810	Traffic Stop	WP22009906	Officer
04/28/22 14:05	Traffic Stop	2022032861			
04/28/22 14:07	Traffic Stop	2022032862	Traffic Stop	WP22009917	Officer
04/29/22 21:14	Traffic Stop	2022033283			Officer
04/30/22 00:33	Traffic Stop	2022033331			Officer
04/30/22 01:21	Traffic Stop	2022033341			Officer
04/30/22 21:32	Traffic Stop	2022033523			Officer

Warrant - Attempt Total: 4

04/15/22 10:46	Warrant - Attempt	2022028812			
04/16/22 12:02	Warrant - Attempt	2022029152			
04/22/22 12:04	Warrant - Attempt	2022031055			Officer
04/26/22 20:14	Warrant - Attempt	2022032359	Warrant - Arrest	WP22009780	Officer

Total Records: 196

Montrose/Waverly Patrol Hour Summary

Hours Purchased Per Contract:	5,840.00
Starting Hours (beginning of month):	4,402.00
M-T-D (detailed below):	480.00
Balance going forward (to next month):	3,922.00
Y-T-D:	1,918.00

** 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
4-Apr-22	20:00	5-Apr-22	2:00	Montrose/Wave	4630	Regular	6.00
5-Apr-22	20:00	6-Apr-22	2:00	Montrose/Wave	4630	Regular	6.00
6-Apr-22	20:00	7-Apr-22	2:00	Montrose/Wave	4630	Regular	6.00
7-Apr-22	20:00	8-Apr-22	2:00	Montrose/Wave	4630	Regular	6.00
12-Apr-22	20:00	13-Apr-22	2:00	Montrose/Wave	4630	Regular	6.00
13-Apr-22	20:00	14-Apr-22	2:00	Montrose/Wave	4630	Regular	6.00
14-Apr-22	20:00	15-Apr-22	2:00	Montrose/Wave	4630	Regular	6.00
15-Apr-22	20:00	16-Apr-22	2:00	Montrose/Wave	4630	Regular	6.00
20-Apr-22	20:00	21-Apr-22	2:00	Montrose/Wave	4630	Regular	6.00
21-Apr-22	20:00	22-Apr-22	2:00	Montrose/Wave	4630	Regular	6.00
22-Apr-22	20:00	23-Apr-22	2:00	Montrose/Wave	4630	Regular	6.00
23-Apr-22	20:00	24-Apr-22	2:00	Montrose/Wave	4630	Regular	6.00
24-Apr-22	20:00	25-Apr-22	2:00	Montrose/Wave	4630	Regular	6.00
29-Apr-22	20:00	30-Apr-22	2:00	Montrose/Wave	4630	Regular	6.00
30-Apr-22	20:00	1-May-22	2:00	Montrose/Wave	4630	Regular	6.00
2-Apr-22	10:00	2-Apr-22	20:00	Montrose/Wave	4620	Regular	10.00
3-Apr-22	10:00	3-Apr-22	20:00	Montrose/Wave	4620	Regular	10.00
4-Apr-22	10:00	4-Apr-22	20:00	Montrose/Wave	4620	Regular	10.00
5-Apr-22	10:00	5-Apr-22	20:00	Montrose/Wave	4620	Regular	10.00
6-Apr-22	10:00	6-Apr-22	20:00	Montrose/Wave	4620	Regular	10.00
11-Apr-22	10:00	11-Apr-22	20:00	Montrose/Wave	4620	Regular	10.00
12-Apr-22	10:00	12-Apr-22	20:00	Montrose/Wave	4620	Regular	10.00
13-Apr-22	10:00	13-Apr-22	20:00	Montrose/Wave	4620	Regular	10.00
14-Apr-22	10:00	14-Apr-22	20:00	Montrose/Wave	4620	Regular	10.00
19-Apr-22	10:00	19-Apr-22	20:00	Montrose/Wave	4620	Regular	10.00
20-Apr-22	10:00	20-Apr-22	20:00	Montrose/Wave	4620	Regular	10.00
21-Apr-22	10:00	21-Apr-22	20:00	Montrose/Wave	4620	Regular	10.00
22-Apr-22	10:00	22-Apr-22	20:00	Montrose/Wave	4620	Regular	10.00
27-Apr-22	10:00	27-Apr-22	20:00	Montrose/Wave	4620	Regular	10.00
28-Apr-22	10:00	28-Apr-22	20:00	Montrose/Wave	4620	Regular	10.00
29-Apr-22	10:00	29-Apr-22	20:00	Montrose/Wave	4620	Regular	10.00
30-Apr-22	10:00	30-Apr-22	20:00	Montrose/Wave	4620	Regular	10.00

1-Apr-22	10:00	1-Apr-22	20:00 Montrose/Wave	4620 Regular	10.00
1-Apr-22	20:00	2-Apr-22	2:00 Montrose/Wave	4630 Regular	6.00
2-Apr-22	20:00	3-Apr-22	2:00 Montrose/Wave	4630 Regular	6.00
3-Apr-22	20:00	4-Apr-22	2:00 Montrose/Wave	4630 Regular	6.00
8-Apr-22	20:00	9-Apr-22	2:00 Montrose/Wave	4630 Regular	6.00
9-Apr-22	20:00	10-Apr-22	2:00 Montrose/Wave	4630 Regular	6.00
10-Apr-22	20:00	11-Apr-22	2:00 Montrose/Wave	4630 Regular	6.00
11-Apr-22	20:00	12-Apr-22	2:00 Montrose/Wave	4630 Regular	6.00
16-Apr-22	20:00	17-Apr-22	2:00 Montrose/Wave	4630 Regular	6.00
17-Apr-22	20:00	18-Apr-22	2:00 Montrose/Wave	4630 Regular	6.00
18-Apr-22	20:00	19-Apr-22	2:00 Montrose/Wave	4630 Regular	6.00
19-Apr-22	20:00	20-Apr-22	2:00 Montrose/Wave	4630 Regular	6.00
25-Apr-22	20:00	26-Apr-22	2:00 Montrose/Wave	4630 Regular	6.00
27-Apr-22	20:00	28-Apr-22	2:00 Montrose/Wave	4630 Regular	6.00
26-Apr-22	20:00	27-Apr-22	2:00 Montrose/Wave	4630 Regular	6.00
8-Apr-22	10:00	8-Apr-22	20:00 Montrose/Wave	4620 Regular	10.00
9-Apr-22	10:00	9-Apr-22	20:00 Montrose/Wave	4620 Regular	10.00
10-Apr-22	10:00	10-Apr-22	20:00 Montrose/Wave	4620 Regular	10.00
15-Apr-22	10:00	15-Apr-22	20:00 Montrose/Wave	4620 Regular	10.00
16-Apr-22	10:00	16-Apr-22	20:00 Montrose/Wave	4620 Regular	10.00
17-Apr-22	10:00	17-Apr-22	20:00 Montrose/Wave	4620 Regular	10.00
18-Apr-22	10:00	18-Apr-22	20:00 Montrose/Wave	4620 Regular	10.00
23-Apr-22	10:00	23-Apr-22	20:00 Montrose/Wave	4620 Regular	10.00
24-Apr-22	10:00	24-Apr-22	20:00 Montrose/Wave	4620 Regular	10.00
25-Apr-22	10:00	25-Apr-22	20:00 Montrose/Wave	4620 Regular	10.00
26-Apr-22	10:00	26-Apr-22	20:00 Montrose/Wave	4620 Regular	10.00
28-Apr-22	20:00	29-Apr-22	2:00 Montrose/Wave	4630 Regular	6.00
7-Apr-22	10:00	7-Apr-22	20:00 Montrose/Wave	4620 Regular	10.00

TOTAL:	<u>480.00</u>
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REQUEST FOR COUNCIL ACTION

Submittal deadline is Tuesday prior to the council meeting

MEETING DATE 5/23/22NAME: CHARLES SMALLWOODADDRESS: 200 CRYSTAL LANE

Please write a brief paragraph listing the item you wish to present to the council:

Increased traffic on CRYSTAL LANE, MINDY and Emerson Ave. While the listed roads are public streets, the speed and failing to stop at posted signs are becoming an issue.

Council Action: Motion By: _____ Second By: _____ To: _____



Monthly Activity Report Montrose Fire Department

Prepared and Presented by
Kevin Triplett – Fire Chief



Period: 04/01/2022 thru 04/30/2022 (APRIL)

CALLS

Total Calls: 16

of Calls APRIL 2021 = 18

EMS Calls: 11

2021 vs 2022 (2022 = - 2)

Other Calls:

04/24 - #22098 – Structure Fire – Mutual Aid to Waverly FD – Waverly City

04/19 - #22094 – Brush Fire investigation – Franklin Township

04/13 - #22092 – Structure Fire – Mutual Aid to Buffalo FD – Rockford Twsp

04/07 - #22090 – Fire Alarm – Montrose City

04/03 - #22087 – Illegal Brush pile burn (no permit) – Marysville Township

Total calls to Date 2022 – 101

2021 vs 2022 (2022 = +11)

Total calls this time in 2021 - 90

Call Districts

Montrose City: 9

Franklin Township: 1

Marysville Township: 3

Woodland Township: 1

Other: 2 (1= Waverly City | 1=Rockford Township)

TRAINING:

04/05/2022 – Staff Meeting / Truck Maintenance

04/12/2022 – Radios & donning/Doffing - Officers

04/19/2022 – Fire Dept Connections/Sprinklers - Officers

Other Activities, Special Mention, Etc.

04/06/2022 – Pre-con meeting for Montrose construction phase 2 (1st St N)

SPECIAL INFO

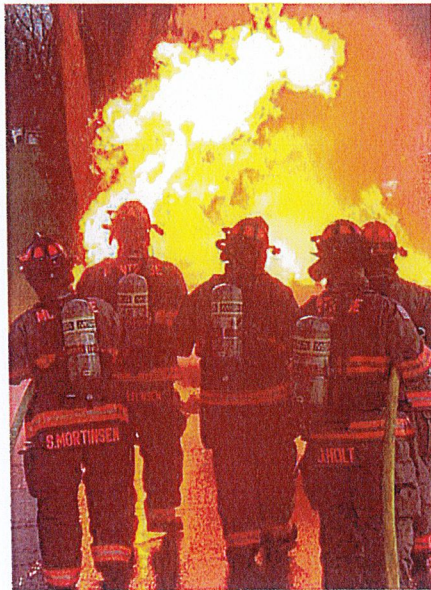
- New garage door opener installed in bay 5 by JLR Garage service

Acknowledgments

- R. Henry (Co-Co) – assisting with keeping the FD updated with all construction related activities and updates

MONTROSE FIRE DEPARTMENT

2021 ANNUAL REPORT





MISSION STATEMENT

The Montrose Fire Department is dedicated to protecting life and property within the boundaries of its coverage area. The department will assist citizens and provide medical and fire services to the best of our ability.

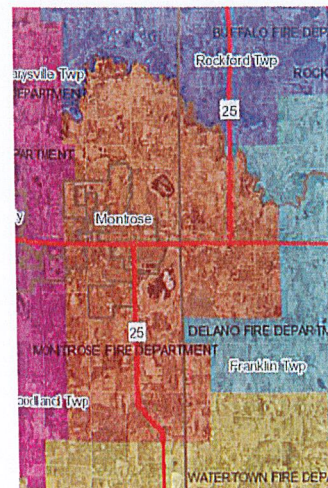
FIRE PROTECTION COVERAGE

The Montrose Fire Department protects the city of Montrose and portions of Franklin, Marysville, and Woodland Townships. Our coverage area is approximately 45 square miles, and protect a population of approximately 6,000 people.

The department also responds to assist other departments with incidents upon their requests. Our common mutual aid partners are surrounding community fire departments (Waverly, Delano, Watertown, and Buffalo).

The Service area of the Montrose Fire Department officially covers the following:

- 100 % of the City of Montrose
- 11 % of Franklin Township
- 19% of Marysville Township
- 30.25 % of Woodland Township





May, 2022

Once again, as always, it is my pleasure to present you the annual Fire Department Report for the Montrose Fire Department for calendar year 2021. I am honored to continue to serve as the Fire Chief for the Montrose Fire Department with the end of 2021 completing my 7th year as Fire Chief.

2021, much like 2020 presented us with ongoing and continuing challenges that we have had to work around. We had a very busy year, breaking our call for service record with a total of 334 emergency calls for service. We continued to have to work through COVID protocols throughout the year and have begun to realize and set into our new normal as the COVID pandemic has begun to change to an endemic.

Recruitment of new firefighters continues to be a real struggle that we deal with and continue to have to find different way to get new members onto our department. Our current roster as of the end of 2021 includes a total of 18 firefighters. If anyone knows of anyone who might be interested in joining our department, I would encourage them to reach out to us at any time.

As always my officers have been a rock for me throughout the past year. They are truly a major part in making the department run day to day and allows me to not worry about the fire department when I am busy at work or away on a vacation or with family.

We continue to be engaged in the community and it is something we truly love and enjoy doing all the time. This has been a huge historic thing for our department, and we will continue to be engaged in the community at all times

We are grateful for all the support we receive from the community, city staff and neighboring departments. Without the support of so many our mission would be next to impossible to continue to meet. It was with great sadness to the Fire Department to see City Treasurer Wendy Manson retire this year and I would like to take a special moment to thank her for her years of support and help with the Fire Department as the City Treasurer, we wish her the best in her retirement.

If anyone has any questions, concerns, or comments, I encourage them to contact me directly. All contact information can be found on page 3 of this report. Generally, someone is always at the fire station on Tuesdays in the evening from 6PM until around 10PM. The public and visitors are also always welcome to stop by and visit the station whenever we are here. I truly believe this is the citizens department, and we as firefighters have the privilege of serving the citizens.

As I have done so in previous years, I would like to thank the firefighters that serve with me in the Montrose Fire Department for their service and dedication to the community, department, and fire service. I would also like to thank my family and friends for the support they continue to provide me as I continue my service as the Montrose Fire Chief.

Respectfully Submitted,

Kevin S. Triplett

Kevin S. Triplett – Fire Chief



**MAILING ADDRESS:**

Montrose Fire Department
P.O. Box 25
Montrose, MN 55363

SHIPPING ADDRESS:

Montrose Fire Department
311 Buffalo Ave S
Montrose, MN 55363

STATION ADDRESS:

Montrose Fire Department
260 2nd St S
Montrose, MN 55363

ISO RATINGS

In City of Montrose - 4
In Townships where contracted - 6

FIRE STATION PHONE NUMBER: 763-575-7480

[Voicemail checked daily]

EMERGENCY PHONE NUMBER: 911

NON-EMERGENCY PHONE NUMBER: 763-682-7600

Connects to Wright County Sheriff's Office Communication Center who has the capabilities of paging fire department personnel

CITY HALL MAIN PHONE NUMBER: 763-575-7422

E-MAIL ADDRESS: montrosefd@gmail.com

WEBSITE: www.montrose-mn.com/departments/fire-department

FACEBOOK: https://www.facebook.com/MontroseVolunteerFireDepartment/?ref=br_rs

PLEASE LIKE US ON FACEBOOK!!

All information contained within this report is using figures during the 2021 calendar year



PERSONNEL

As of 01/01/2022, MFD has a total of 18 active firefighters. In totality, years of total service is approximately **246 years and 5 months**

OF OUR 18 FIREFIGHTERS:

- 16 Emergency First Responders
- 1 EMT-B
- 13 State Certified Firefighter 2
- 5 State Certified Officer 1
- 7 State Certified Instructor 1
- 1 State Certified Fire Apparatus Operators
- 1 Licensed Firefighters

(Some of the more senior members of the department went through their respective training prior to state certification being an option. All regular training is to the Firefighter 2 level.)

LEAVES OF ABSENCE

No Firefighters took a leave of absence in 2021

2021 FIREFIGHTERS RESIGNATION/RETIREMENT

- Tom Weineck – Service dates: 08/24/2007 – 01/15/2021
 - 13 Years, 4 months, 3 weeks & 1 Day of service
- Jeffrey Holt – Service dates: 04/03/2018 – 07/07/2021
 - 3 Years, 3 Months & 4 Days of Service
- Terry Vanderbeek – Service dates: 12/12/2016 – 11/02/2021
 - 4 Years, 10 months & 3 weeks of service
- Matt Menard – Service dates: 12/03/2020 – 11/30/2021
 - 11 months, 3 weeks & 6 days of service
 - Matt previously served with the MFD from 2007-2019

NEW FIREFIGHTERS IN 2021

- David Paradeise joined out Department in November 2021



Active Firefighter Roster (As of 12/31/2021)

NAME	YEARS OF SERVICE (as of 12/31/2021)
Willie Bauernschmitt	49 Years, 11 Months
Mike Marketon	37 Years, 6 Months
Steven Mortensen	28 Years, 11 Months
Allen Mortensen	24 Years, 1 Month (37 Months LOA)
Kevin Triplett – Fire Chief	18 Years, 7 Months
Thomas Marketon -Assit Fire Chief	18 Years
Keith Johnson	17 Years, 5 Months (16 Months LOA)
Justin Phillips - Captain	10 Years, 7 Months
Kelly Stoll – Captain	10 Years, 7 Months
Cory DeWitte	9 Years, 4 Months
Joseph Von Thoma	7 Years, 2 Months
Eddie Andreoff	3 Years, 9 Months
Joel Grave	3 Years, 1 Month
Dian Holman	2 Years, 1 Month
Joey Theis	2 Years, 1 Month
Zack Walters	2 Years, 1 Month
Cade Stuntebeck	1 Year, 1 Month
David Paradeise	2 Months



APPARATUS

		Mileage 01/2021	Mileage 01/2022	Total Mileage (2021)	2020 Mileage	Total Pump Hours	
						2020	2021
UTILITY 11	2011 Chevrolet Suburban	14401	15985	1584	898		
ENGINE 11	2001 Freightliner	18023	18282	259	295	343.9	350
ENGINE 12	2014 Spartan	8850	9793	943	727	116	137
RESCUE 11	2006 Sterling	7809	8003	194	337		
TENDER 11	2021 Freightliner	327	723	396	-----		
TENDER 12	2009 Freightliner	5641	5741	100	457		
GRASS 11	2012 Ford Super Duty	13578	15131	1553	584		
GRASS 12	1986 Chevrolet 1 Ton	21491	21516	25	46		
GRASS 13	2015 Polaris Ranger	366	379	13	6		

Utility 11

- 2011 Chevrolet Suburban
- Can carry up to 5 firefighters
- Utilized for minor medical calls
- Medical Supplies/AED
- Fire Investigation equipment
- Used to go to regional/county meetings/events



Engine 11

- Built by Central States Fire Apparatus
- 2000 Freightliner Chassis
- 1000 Gallon Water Tank
- 1500 GPM Darley Pump
- 20 Gallon Foam Tank
- Thermal Imaging Camera
- Carries 4 firefighters in full suppression gear, driver, and front seat officer
- over 3,200 feet of hose (800' 5" | 900' 2 1/2" | 1515' 1 1/2")



Engine 12

- Built by CustomFire Apparatus
- 2014 Spartan Chassis
- 1500 GPM Waterous Pump
- 1000 Gallon Water Tank
- over 3,100 feet of hose (600' 5" | 1000' 2 1/2" | 1530' 1 1/2")
- Light Tower
- Thermal imaging Camera
- 20 Gallon Foam Tank
- Extrication Tools (Jaws-of-Life)
- Carries 4 firefighters in full suppression gear, driver, and front seat officer



Rescue 11

- Built by Central States Fire Apparatus (Rosenbauer)
- Heavy Rescue walk in body
- 4 Gas monitor
- Extrication Tools
- Rescue & medical equipment & AED
- 2006 Sterling Chassis
- Seating for 8 Firefighters (6 with SCBA)



Tender 11 (Took Delivery 01/2021)

- Built by Midwest Fire Equipment
- 2021 Freightliner Chassis
- 200 Gallon Tank
- 2100 Gallon folding water tank
- 400 GPM Waterous pump
- Hose reel w/ 200' of 3/4" hose
- Storage for additional rolled hose, tools & equipment



Tender 12 (Previously known as Tender 11)

- Built by Midwest Fire Equipment
- 2009 Freightliner Chassis
- 2000 Gallon Tank
- 2100 Gallon folding water tank
- 400 GPM Waterous pump
- 200' of 1 1/2" pre-connect hose
- 250 feet of rolled hose (100' 4" | 50' 3" | 50' 1 1/2")





Apparatus Continued

Grass 11

- Built by Montrose Fire Department/Kirivada Fire/E.A.T.I. ▪ 2012 Ford F350 Pickup Truck
- 200 Gallon removable skid unit (Water pump/tank/hoses)
- 12 HP Honda Pump – 300 GPM Water pump
- Skid unit removed during winter & Truck used as a plain pickup
- Used to go to regional/county/state events/trainings



Grass 12

- Vehicle acquired from MN DNR through Federal Excess Property Program (FEPP)
- 1986 Chevrolet 1-ton pickup
- Acquired and outfitted as a Grass/Wildland Firefighting truck in 1995
- 225 Gallon Water Tank ▪ High Pressure Warner Pump/Hoses



Grass 13

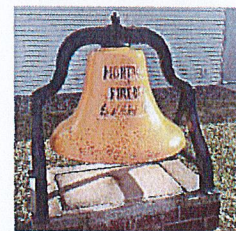
- 2015 Polaris Ranger side by side ATV
- Purchased 06/2015 through Meis Outland in Watkins, MN
- up-fitted in house with emergency lights, scene light, and upgraded suspension
- 35 Gallon Water Tank ▪ 5.5 HP High Pressure water pump (2200psi 3GPM)



A SPECIAL THANK YOU TO ALL OUR FIREFIGHTERS WHO PERFORM COUNTLESS HOURS OF MAINTENANCE ON OUR TRUCKS & EQUIPMENT SAVING THE CITY & DEPARTMENT THOUSANDS OF DOLLARS EACH YEAR.

STATION INFORMATION

- Built 1996
- 7200 square foot
- 1 Drive-thru Apparatus Bay
- 4 Back-in Apparatus Bays
- Office Space (Shared by Officers, Relief Association, Internal Dispatch)
- Work Area (SCBA Filling, Storage, Workbench)
- Storage for 30 sets of turnout gear
- Gear washing extractor
- Gear Dryer





TRAINING

Training is an important part of any fire department. The Montrose Fire Department strives to have its personnel trained in the most up to date methods of fire suppression and emergency medical care. Training ensures we are ready 24 hours a day, 7 days per week, 365 days per year. Our firefighters dedicate much time to training, making sure they are proficient in the use of department equipment and apparatus.

We had 3 Firefighters take and complete Officer 1 Certification and 4 firefighters take and complete Instructor Certification. Allowing our firefighters to learn, grow and earn certifications builds our department by gaining knowledge and understanding of a vast array of topics.

MFD is fortunate to have 7 state certified instructors on the roster who assist with trainings. Two of our certified instructors also teach for outside instruction agencies. Much of the training is put on by Customized Fire & Rescue Education, and most training is paid for by funding dollars allotted to the Montrose Fire Department through the MN Board of Firefighter Education.

In 2021, the MFD had 3 firefighters complete their initial NFPA 1001 (Firefighter 1, Firefighter 2 & HazMat Operations) Certifications. These courses take about 200 total hour to complete and takes a lot of time, dedication and studying for those attending class. It is the requirement of the Montrose Fire Department that all firefighters be certified to the Firefighter 2 certification level.

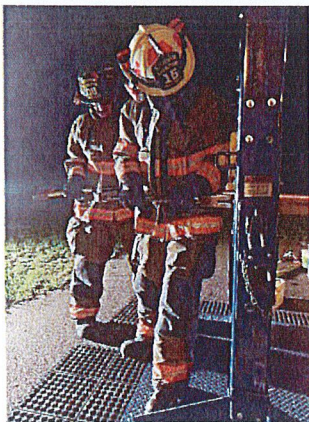
Officers (Chiefs & Captains) attended the 2021 MN State Fire Chiefs Conference in October 2021.

INTERESTING TRAININGS IN 2021

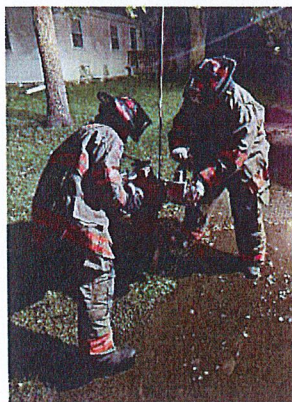
- | | | |
|-------------------------|--------------------------|----------------------|
| ▪ Medical Trainings | ▪ Truck Driving | ▪ SCBA Fit Testing |
| ▪ Grain Bin Extrication | ▪ New Tender Orientation | ▪ LP Fire Prop |
| ▪ Pump training | ▪ Active Threat Response | ▪ Traffic Management |

In 2021, the firefighters of the Montrose Fire Department took part in a total of **1747.95 man hours** of training during scheduled training events normally held on Tuesday nights.

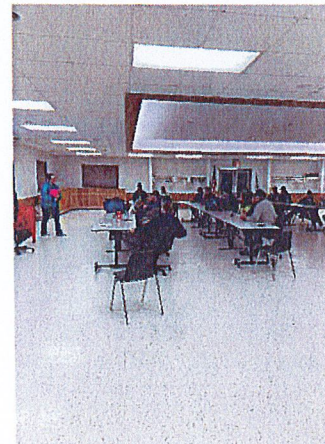
Total man hours listed above does not generally include hours at conferences, or outside trainings. It only includes our regularly scheduled trainings (first 3 Tuesdays of each month)



Forceable Entry Training – Sep 2021



Hydrant Hook up training – Sep 2021



Emergency Medical Responder Refresher – Feb 2021



FIRE PREVENTION & COMMUNITY EVENTS

Fire Prevention and assisting the community in non-emergency events is an important part of the overall mission of any fire department. We reach out to members and groups of our communities to assist in making sure they are safe and prepared for various forms of emergencies and provide support for various functions.

2021 has been like no other as we begin to find new and interesting ways to reach out to the community and be supportive to fire prevention efforts. We have been utilizing facebook as a means to reach out to the public to spread important fire prevention messages as well as how they can help the Montrose Fire Department. Due to COVID 19 still being a concern, many of our normal events had to be postponed or canceled. We were unable to hold our annual Firefighters Relief dinner, but did a virtual event for a gun raffle as well as some yearly awards for 2020.

In 2021 we were less active in community events, partly to protect firefighters and also because many events were canceled due to the COVID 19 pandemic. Some things we did take part in included

- Remembering 9/11 – in front of O'Brothers (Sep 2021)
- Montrose Night to Unite (Oct 2021)
- Fire Prevention week activities with Montrose Elementary School (Oct 2021)
- VFW Memorial dedication (Nov 2021)
- Many Birthday Drive by's within our entire coverage area (All year)
- Many parades for neighboring community events and celebrations



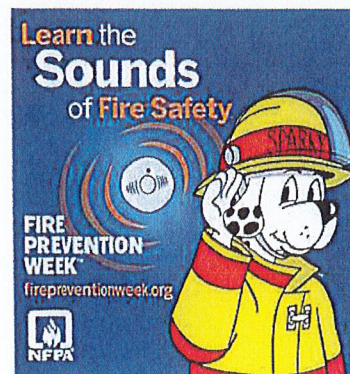
September 11th Remembrance



Fire Prevention Week – October 2021



VFW Memorial Dedication (Nov 2021)





EMERGENCY MANAGEMENT

The Montrose Fire Department provides Emergency Management oversight to the City of Montrose and Townships which we provide service to. Our main point of contact during a large-scale event is the Wright County Sheriff's Office, who has 2 full time employees dedicated solely to Emergency Management. Emergency Management is able to assist in providing various resources throughout a large scale event.

The Fire Chief is the Emergency Management Director and is responsible for making sure the city is prepared for various emergencies which may arise. The Fire Department Officers and firefighters also play a key role in ensuring we are prepared for various large-scale events.

As the COVID 19 issues continue to work through to an endemic stage, the Montrose Fire Department has remained diligent in monitoring changes and updates in regards to the pandemic. Many calls, meetings and updates have been reviewed to help provide the best response to questions, concerns and issues that arose throughout the year both within the Fire Department as well as the City of Montrose. COVID 19 will continue to be monitored for many months ahead, however it seems as though we are truly starting to get changed over from a pandemic to a endemic and hopefully those trends continue.

The Montrose Fire Department and City of Montrose continue to prepare and plan for additional large scale events that may effect the City of Montrose and it citizens. Examples of these events include; flooding, tornados, railway emergencies, large scale event planning, and anything else that could cause a serious impact to the City and its infrastructure.

SPECIAL MENTION / INFORMATION

- In January 2021 we received delivery of our newly built tender from Midwest Fire Apparatus. This allowed us to retire our 1997 Tender which was ultimately sold at auction. The 1997 Tender served us well, however the new tender brings many safety and operation improvements. The 1997 Tender was the last truck in our fleet that had a manual transmission.

- In October 2021 we received notification that we were awarded a 50:50 matching grant through the DNR. We utilized these funds (\$5000 total \$2500 FD & \$2500 MN DNR) to purchase new backpack blowers and also several lengths of large diameter hose. The backpack blowers are an indispensable tool when fighting brush or wild land fires

- We broke a couple of records in 2021:

- Most calls in a year – 334 (previous record 281 in 2020)

- Most calls in a month – 38 August 2021 (previous record was 36 calls August 2020)
 - 47 October 2021

- Most calls in a 24 hour period – 9 calls - October 20/21 2021 (previous record 8 calls)



BUDGET

- Cost for services to citizens of the City of Montrose and our protected areas in neighboring townships remains at \$150 per parcel paid during property taxes. This amount allows us to continue to properly operate as well as save for future large purchases by putting a significant amount into a capitol expenditure account. We currently do not bill for services unless warranted by the type of call or location for the call.

Firefighters continue to receive a \$10 stipend per training and \$10 per call for service. Firefighters receive the \$10 per call regardless of the total length of the call, so firefighters could be on scene for a half hour and get \$10 or they could be on a call for 8 hours and receive the \$10 stipend. Firefighters are paid yearly in January for the prior full year of service.

LOOKING TO THE FUTURE

- In 2021 we applied for a FEMA grant through the Assistance to Firefighters Grant program to replace our aging SCBA breathing apparatus. This grant was denied and a new grant has already been drafted and submitted for the 2022 grant cycle. If this grant is not approved we will again attempt it again, however without grant funding the Montrose Fire Department will need to replace its aging SCBAs within the next couple of years at a cost of around \$130,000. This money is in our budget currently, but we are always looking for new ways to fund larger projects such as this.

- In the next several years we anticipate having some costs associated with station maintenance and upkeep including a new apron in the front of our station, roof repairs/replacement, painting, etc.

- Within the next 5 years we will also begin looking at purchasing a new Engine to replace our 2001 Freightliner engine. At current costs today the cost of a new engine can be anywhere from \$500,000 to \$750,000 depending on the specifications.

PENSION

- The Montrose Fire Department provides a pension for firefighters and the total pension is held through the MN Statewide Volunteer Firefighters Pension administered by The Public Employees Retirement Association (PERA). Firefighter's pension level is set by the City of Montrose and the current level for 2021 is \$4500 per year of service. Firefighters become vested at 5 years and can receive 40% of what they are owed once they turn the age of 50. The vesting level goes up by 4% for each year of service until a firefighter hits 20 years at which time they are 100% vested. The City of Montrose elected to increase the pension to \$5000 (from \$4500) which will become effective 01/01/2022. As of 02/08/2021 our pension account held with PERA totaled \$1,522,946.85. We are required to be 100% funded in this account at all times and the increase to \$5000 will allow us to remain fully funded with no increase to the amount of money that is sent to PERA on an annual basis. \$30,000 from the Fire Department budget is sent to PERA yearly to contribute to the pension fund and the City of Montrose contributes an additional \$12,000 yearly. We also receive investment income and our Fire State Aid dollars are submitted directly to PERA to support our pension as required by State Law.



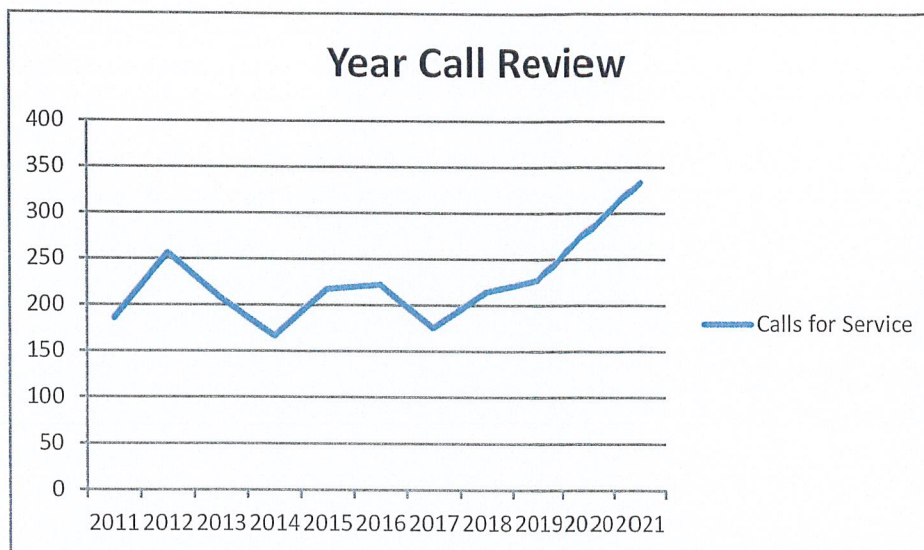
CALL ANALYSIS

[Call Analysis includes all calls for service both in and outside the city of Montrose]

2021 Total Calls for Service: 334

Year Comparison of
Calls:

2021: 334
2020: 281
2019: 228
2018: 215
2017: 176
2016: 233
2015: 218
2014: 167
2013: 208
2012: 257
2011: 186

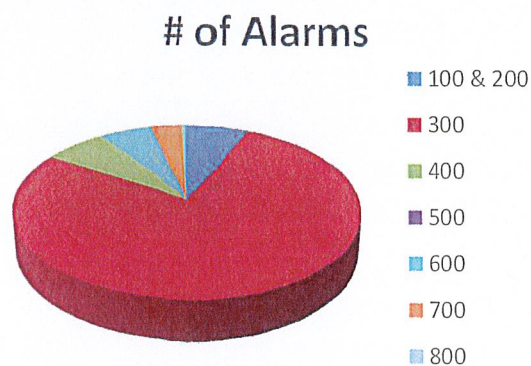


TYPE OF CALL ANALYSIS

Type of Calls

- Series 100 – Fires (Includes buildings, vehicles, etc.)
- Series 200 – Overpressure Rupture, Explosion, Overheat (No Fire)
- Series 300 – Rescue (Includes EMS Calls, motor vehicle accidents, etc.)
- Series 400 – Hazardous Condition (Odor/Electrical/Chemical, etc.)
- Series 500 – Service Call (Animal in distress, odor, person in distress, etc.)
- Series 600 – Good Intent Call (Canceled en-route, controlled burning, etc.)
- Series 700 – False Alarm/False Call (False Alarm, scares, etc.)
- Series 800 – Severe Weather/Natural Disasters

SERIES	# OF ALARMS	% OF TOTAL
100 & 200	22	6.6%
300	258	77.2%
400	22	6.6%
500	0	0%
600	18	5.4%
700	12	3.6%
800	2	0.6%





Average response time (Page to on scene)

Medicals & Others – 6:15 Minutes:seconds (6:00 Minutes in 2010)

Fire – 6:20 Minutes:seconds (7:45 Minutes in 2020)

2021 Property/Content Loss:

2021 - \$882,183

2020 - \$170,500

2019 - \$153,500

2018 - \$275,200

2021 Injuries

1 Injury to civilian (minor-burns)

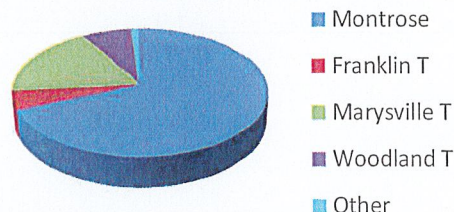
1 Injury to Firefighter (minor - Exhaustion)

2021 Breakdown of District Responses

(Each area we serve is assigned a district (Montrose City, Franklin Township, etc.)

District	# of Alarms	% of total
City of Montrose	229	68.56%
Franklin Township	16	4.79%
Marysville Township	60	17.96%
Woodland Township	24	7.19%
Other (Mutual Aid)	5	1.50%
TOTAL:	334	

of Alarms per district



2021 Breakdown Time/Day of Week

Day of Week						
SUN	MON	TUE	WED	THUR	FRI	SAT
48	40	46	54	48	48	50

Time of Day					
12A-4A	4A-8A	8A-12P	12P-4P	4P-8P	8P-12A
42	32	54	53	81	72

2021 Average Turnout per incident

10.22 (334 Total Calls | 3415 Responses)

2020 = 10.35 (281 total calls | 2909 Responses)

2021 Call Hours – 2281.1 Hours (+309.6 from 2020)

2020 Call Hours – 1971.5 Man Hours

2021 Mutual Aid

Given 11 times

Delano FD – 1 Incident

Buffalo FD – 1 Incident

Watertown FD – 4 Incidents

Waverly FD – 2 Incident

Received on 8 Incidents

Waverly FD – 8 Incident

Interesting/Significant Calls for Service

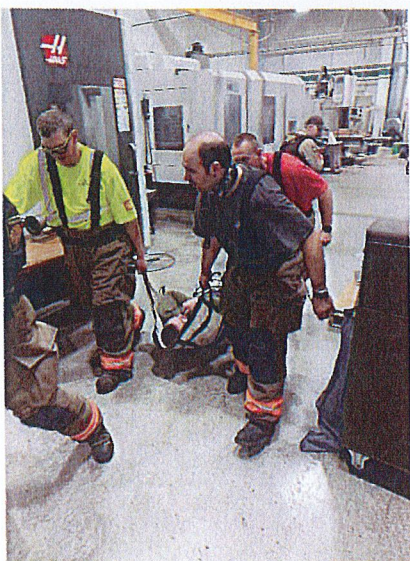
- 02/27/21 – Structure Fire – 218 Quail Dr – Montrose (\$371,157 loss)
- 03/01/21 – Structure Fire – 107 Charity Ln – Montrose (\$242,608 loss)
- 05/22/21 – Structure Fire – 400 Center Ave S Unit 72 – Montrose (\$40,000 loss)
- 06/02/21 – Structure Fire – 5651 Aetna Ave SE – Franklin Township (\$125,000 loss)
- 12/26/21 – Structure Fire – 2378 US Highway 12 SW Unit 34 – Marysville Township (\$69,000 loss)
- Throughout 2021 – 6 Grass/Wildland Fires
- Throughout 2021 – 2 severe weather standbys
- Throughout 2021 – 12 Motor Vehicle Accident responses
- Throughout 2021 – 246 Medical responses



2021 Firefighter of the Year, Diane Holman (L) being presented the award by Fire Chief Kevin Triplett (R)



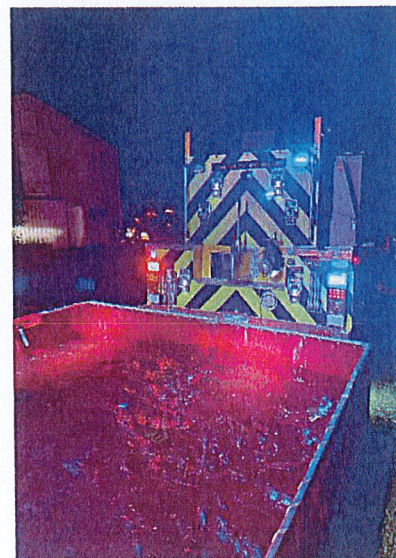
2021 Top Responders awards presented by Fire Chief Kevin Triplett (Left)
L to R award recipients: K. Stoll, W. Bauernschmitt, D. Holman, J. Von Thoma & D. Holman
NOT PICTURED: M. Marketon



Active Threat Response Training
04/13/2021 @ Craft Pattern & Mold

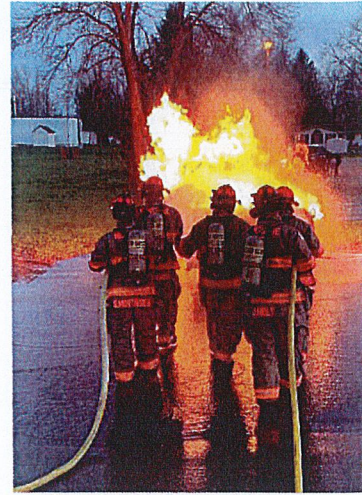


Firefighters (L to R) J. Theis, D. Holman & Z. Walters completed all necessary training and were awarded their firefighter Badges





Hose testing — July 2021



Propane Emergencies Training
April 2021

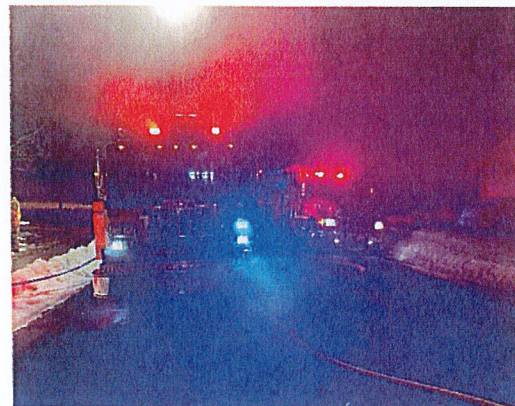


Mutual Aid Incident to Watertown (July 2021)

RETIRED & **SOLD**

Tender 12

- 1997 Ford F700
- 2000 Gallon Tank ▪ 2100 Gallon folding water tank
- 350GPM Darley Pump ▪ hose reel w/ 200' of 1" rubber hose
- 300 feet of rolled hose (50' 4" | 50' 3" | 200' 1 ½")



City of Montrose
 Economic Development Authority Meeting
 311 Buffalo Avenue South
 Montrose, MN 55363
 Tuesday, April 19, 2022
 12:00 P.M.

1. CALL TO ORDER

Pursuant to call and notice the Montrose Economic Development Authority (EDA) met in Regular Session on Tuesday, April 19, 2022 at 12:00 p.m.

Council Member Marszalek called the meeting to order at 12:00 p.m.

2. ROLL CALL

Present: Council Member Tom Marszalek
 EDA Member Sonya Tourville
 EDA Member Robb Kirkpatrick
 Mayor Kirby Moynagh via Zoom

Staff Present: Mr. Michael Sommerfeld, City Clerk/Treasurer

Absent: EDA Member Matt Smith

3. APPROVAL OF AGENDA

EDA Member Tourville motioned to approve the agenda as written. EDA Member Kirkpatrick seconded the motion. Motion carried 3-0.

4. APPROVAL OF MINUTES

A. January 19, 2022 Economic Development Authority Meeting Minutes

EDA Member Tourville motioned to approve the January 19, 2022 Economic Development Authority Meeting Minutes as written. EDA Member Kirkpatrick seconded the motion. Motion carried 3-0.

5. TREASURER'S REPORT

A. Economic Development Authority Fund

Mr. Sommerfeld gave an update on the Economic Development Authority Fund Balances:

Economic Development Authority - \$197,210.05

B. EDA Revolving Loan Fund – \$257,754.78

C. Economic Development Authority Accounts Payable – February 14, 2022

6. OLD BUSINESS

A. Development Updates – Ouverson Addition, Northridge 6th Addition, Creekside Hollow

Mr. Marszalek stated that the Ouverson Addition and Northridge 6th Addition both have final plat approval and the city is waiting on them to submit final documents and sign the developer agreements. City staff continues to work with the developer for Creekside Hollow for a preliminary plat submission.

B. The Preserve TIF Update

Mr. Marszalek stated that the city is still waiting for the developer to submit information to be analyzed for a potential TIF district.

7. **NEW BUSINESS**

A. Lemmerman Industrial Park 3rd Addition

Mr. Marszalek stated that the city is still working with a developer for commercial development of an E/V and Gas Station complex that would be designed to host other businesses in a strip mall configuration. Mr. Marszalek suggested that the EDA may be called on to help cut some costs for the developer to help get them set up in the city – perhaps reduce WAC and SAC costs or help in some other financial capacity. Mr. Marszalek stated that he has been working with the consultant from Wright County and they have some research on E/V stations staff can look into.

B. HyVee Fast & Fresh/Dollar Fresh

Mr. Marszalek stated that one of the City Council Members is currently working with their contacts to get a meeting with HyVee to potentially get one of their smaller convenience lines into the City of Montrose. Mayor Moynagh stated that the last he heard from Council Member Paradeise is that HyVee is currently focusing on the southeast portion of Minnesota and a convenience line in Montrose likely will not happen now, but HyVee will keep Montrose in mind for future expansion. One suggestion to alleviate not having a grocery store was to talk to Dollar General about incorporating more fresh food options into their store like they have done in Delano.

C. Montrose Chamber of Commerce Discussion

Mr. Marszalek stated that the Chamber is not very active currently and new businesses are not being approached to join the group, or even welcomed to town. With Headlands newly opening, Mr. Marszalek asked Ms. Tourville if the restaurant will be joining the Chamber or if anyone has asked the business owner to join. Ms. Tourville stated that the Chamber members do not have enough time to do a lot of extra work for the Chamber and that the part-time person out of Buffalo has been helpful with doing some updating on a website for them, but it really is a matter of finding time to devote to Chamber activities. Mr. Marszalek asked how many businesses filed for a renewal to be a member of the Chamber for 2022 and Ms. Tourville said she would have to get that answer for next meeting.

Ms. Tourville, Mr. Kirkpatrick and Mayor Moynagh had a brief discussion about the frustrations of hiring in the current economic and world environment and shared ideas with how they are recruiting and retaining people.

8. **NEXT MEETING**

A. Tuesday, June 21, 2022 at 12:00 p.m. in the Montrose City Hall Conference Room

9. **ADJOURNMENT**

EDA Member Kirkpatrick motioned to adjourn the Economic Development Authority Meeting at 12:34 p.m. EDA Member Tourville seconded the motion. Motion carried 3-0.

ATTEST:

Council Member Tom Marszalek
President
City of Montrose Economic Development Authority

Jessica Bonniwell
City Administrator
City of Montrose

City of Montrose
 Planning and Zoning Commission Meeting
 Montrose Community Center
 200 Center Avenue South
 Wednesday, May 18, 2022
 7:00 P.M.

1. CALL TO ORDER

Pursuant to call and notice the Montrose Planning and Zoning Commission met in rescheduled Regular Session on Wednesday, May 18, 2022 at 7:00pm.

Planning and Zoning Commission Chair, Mr. Charles Smallwood, called the meeting to order at 7:01pm.

2. ROLL CALL

Present: Commissioner Charles Smallwood
 Commissioner Sylvia Henry
 Commissioner Catherine Neiberger
 Commissioner Roger Fraumann
 City Council Liaison Sam Solarz

Absent: Commissioner Shawn Cuff

Staff Present: Ms. Jessica Bonniwell, City Administrator
 Mr. Bob Kirmis, City Planner

3. PLEDGE OF ALLEGIENCE

The Pledge of Allegiance was taken.

4. APPROVAL OF THE AGENDA

Commissioner Neiberger motioned to approve the May 18, 2022 Planning and Zoning Commission Meeting Agenda as presented. Commissioner Henry seconded the motion. Motion carried 4-0.

5. APPROVAL OF THE MINUTES

Commissioner Henry motioned to approve the February 9, 2022 Planning and Zoning Commission Meeting Minutes as written. Commissioner Neiberger seconded the motion. Motion carried 4-0.

6. OLD BUSINESS

A. No Old Business

7. NEW BUSINESS

A. Fence Ordinance – Chapter 1020 Discussion

Ms. Bonniwell stated that staff had received requests to have Planning and Zoning review the fence ordinance to see if any restrictions could be changed such as height and setback requirements. Ms. Bonniwell stated that Mr. Gritman prepared a memo regarding the current fence ordinance and Mr. Kirmis was in attendance in place of Mr. Gritman to facilitate discussion regarding the fence ordinance. The Planner's memo was as follows:

There are two particular clauses that have been raised by staff, at the request of residents, as being at issue in recent fence permit requests as follows:

- 1) Requirements related to boundary line fences, and the provisions requiring neighbor "sign-off" on a boundary line fence less than two feet from the common property line. This can be burdensome for many, particularly in instances where neighbors are not getting along. Without the neighbor's agreement, the fence-building resident effectively gives up access to two feet of his/her property.

Staff would prefer a blanket change that eliminates this clause, and instead allows fences constructed of "no or low-maintenance" materials (such as coated steel, vinyl, etc.) to be built with a fence permit, and proof of property line location via surveyor's marking. The alternate for fences that require maintenance (such as wood materials) would maintain the two-foot setback to accommodate maintenance.

- 2) Side yard fencing on corner lots. The current regulations require that side yards of corner lots be treated as front yards for fence height, opacity, and setback purposes. This means that a property owner on a corner lot who wishes to enclose their rear yard with a privacy fence could only do so while leaving the 25 feet closest to the side street outside the fenced-in area. Most residents prefer to enclose as much of their backyards as possible. The Planning Commission may wish to discuss this issue and consider whether to relax some of the standards related to these situations.

The Planning Commission had a brief discussion regarding their opinions about the current fence ordinance and how they might like to see it changed. Mr. Kirmis suggested bringing a draft ordinance to the June 8, 2022 Planning and Zoning meeting for commission members to take a look at and use it as an aid to assist them while researching ordinances available from other cities. The commission decided they would like some time for research on this issue and want to wait until the July 13, 2022 meeting to have a public hearing on the matter.

Commissioner Henry motioned to scheduled a Public Hearing to discuss Ordinance 1020: Fencing on July 13, 2022 at 7:00 p.m. at the Montrose Community Center. Commissioner Fraumann seconded the motion. Motion carried 4-0.

B. Updates from City Planner

Mr. Kirmis stated that the Northridge 6th addition final plat has been approved as well as the Ouverson 2nd addition final plat. The City is waiting on both developers to sign the developer agreement and get everything filed with the County before they begin building. Ms. Bonniwell stated that the Subway that Planning Commission had worked on to approve a Conditional Use Permit for a drive-through lane will not be setting up for business in Montrose, citing personal financial reasons for this withdrawal from the city. Ms. Bonniwell stated that staff continues to have ongoing discussions with developers on a few different developments around town, and would be expecting some movement on those this summer.

8. NEXT MEETING

A. Wednesday, June 8, 2022 to be held at the Montrose Community Center – 7:00 p.m.

9. ADJOURNMENT

**Commissioner Henry motioned to adjourn the Planning and Zoning Commission Meeting at 7:41 p.m.
Commissioner Neiberger seconded the motion. Motion carried 4-0.**

Charles Smallwood
Planning and Zoning Chair
City of Montrose

ATTEST:

Jessica Bonniwell
City Administrator
City of Montrose

City of Montrose
Park & Recreation Commission
Minutes
May 5th, 2022

Pursuant to call and notice the Park & Recreation Commission met on May 5th, 2022 at 5:30 p.m. at Montrose City Hall. Those present were Commission Members Duane Isle, Toby Nelson, Kayla McCluskey, Eddie Kolasa, City Council Liaison Nicole Andreoff, Public Works Director, Dan Remer and Deputy Clerk Cristy Gerard. Commission member Michelle Otto was present via phone.

Call to Order:

The meeting was called to order at 5:30 p.m. by Deputy Clerk Cristy Gerard.

Approval of Meeting Agenda

Motion was made by City Liaison Nicole Andreoff to approve the agenda, second by Commission Member Kolasa. Motion carried 4-0.

OLD BUSINESS:

None

NEW BUSINESS:

Introductions

Introductions were made by all in attendance.

Oath of Office

Oath of Office was taken by Duane Isle, Toby Nelson, Kayla McCluskey, and Edward Kolasa and given by City Council Liaison Andreoff.

Review of By-Laws

By-Laws were reviewed and the duties of each officer was explained by City Council Liaison Andreoff.

Nominations for Officers

Commission Member Kolasa made a motion to nominate Duane Isle as Chairperson, second by Commission Member McCluskey. Motion carried 4-0.

Commission Member Kolasa made a motion to nominate Toby Nelson as Vice-Chair, second by Commission Member McCluskey. Motion carried 4-0.

Commission Member Kolasa made a motion to nominate Kayla McCluskey as Secretary, second by Commission Member Nelson. Motion carried 4-0.

Review and Sign Social Media Policy

The Social Media policy was reviewed and signed by each Commission Member.

After reviewing everyone's calendars it was decided that we would meet the third Monday of the month at 5:30 p.m. at City Hall.

Adjourn

Motion to adjourn made by Commission Member Nelson at 6:12 p.m., second by Commission Member Kolasa.