**Minutes of the Regular Meeting-7:30pm Tuesday**

**October 8, 2019**

**Mendota VFW 1323 Sibley Memorial Hwy, Mendota Minnesota**

1. Call to order: Deputy Mayor Golias called the meeting to order at 7:30 p.m.

2. Pledge of Allegiance

3. Present: Council members Joan Perron, Steve Golias, Clark Donnelly. City Attorney, Tom Loonan, City Clerk, Kathy Krotter. Engineer, Lucas Jones. Captain Wegener. Building official, Mike Andrejka. Absent Mayor Brian Mielke and Council member Melody Rasmussen.

4. Agenda: Nothing needs to be added. Motion to approve agenda by Council Member Donnelly and seconded by Council member Perron. Motion passed 3-0

5. Approval of September 10, 2019 City Council Meeting Minutes: Motion to approve minutes with the correction of Officer Randall’s name by Council Member Donnelly and seconded by Council Member Perron. Motion passed 3-0

6. Treasurer’s Report: Had to table the Treasurer’s report until the computer came back up. Moved to building official’s report.

7. Building Official-Mike Andrejka: Mike issued 1 permit and closed 1. Three homes are lived in and number 5 is on the way. Someone called Mike about constructing a shed. There is no building code for building a shed unless it is over 200 sq. feet.

8. R J Daughters update: Lucas stated that he has not done an official site visit since the middle of September. Mr. Miller is tearing down and rebuilding the retaining wall. Retaining wall is over 4 feet tall and that needs an engineer and an inspection. Mike will stop by and do the inspection. Lucas also talked about the weeds and they are still there. Lucas has not heard about the retaining water and if they are going or go underground. They have a survey for the new development and the retaining water. They have still not cut the grass or weeds in the new development. Mr. Loonan has been in touch with Dave Dreelan. Mr. Dreelan said he has gotten complaints of people parking in the hammerhead lane and he has gone out there to take a look at it.

The city has designated the road as a no parking zone. Mr. Dreelan stated that he was going to write the residents a letter and have a meeting with them. Mr. Loonon has not heard anything and it has been about two weeks. We could put the signs out for the no parking zone. Mr. Loonan asked about the snow plowing and they are looking for someone. Lucas brought up the tree plan and wondered if anything had been done. The residents got a letter on August 30th, but no meeting or discussion has been set up. Mr. Loonan will send out a letter to Mr. Miller about the tree plan, the plowing and the weeds.

9. Swanson Haskamp Consulting LLC: Mr. Loonan introduced SHC and stated that Jennifer got together with the planning committee and had their first formal meeting. What the city needs is to clean up the ordinances relating to planning and development. We need to put in fee schedules that need to be set with the council. These fees would go to the developers for them to pay for planning and development of their projects. Jennifer Haskamp spoke to the council about fees and how the consulting works. Number 1 would be getting the fees and escrow schedule established for developers so that they know what to expect when filling out their applications for the city. So when they fill out the application they would pay a fee and an escrow amount before they start their projects. Number 2 would be getting the planning commission up and running and making sure the ordinance are up to code per the city and state. There is lots of guidance from the League of Minnesota about what a planning commission is supposed to do and how it functions. Number 3 is their ongoing plan and zoning commission services. Once an application is filled out, SHC would make sure it went to the proper division for approval. Lastly would be only working at the cities direction. Council discussed the proposal. Mr. Loonan suggested that we at least set up the fees for future developers. To do number 1 and 2 would cost the city about $2000.00. If fees or escrows are not listed in the ordinance and on the application fees, developers can say they do not want to pay for these. We would need a resolution to get this started. First would be entering into the agreement, then authorizing the work to be done for numbers 1 and 2, especially the fee schedule. Also our zoning map needs to be cleaned up. Right now it is black and white and says commercial or residential zones. Mr. Loonan has a resolution ready. It would be resolution 19-13. Mr. Loonan read the resolution. Motion to move Resolution 19-13 by Council member Donnelly and seconded by Council member Perron. Voted 3-0. Moved to authorize SHC to engage in Phase 1 and Phase 2 by Council Member Donnelly and seconded by Council Member Perron. Voted 3-0 in favor.

10: Treasures Report: City Clerk Krotter read off the bills to be paid. Total is $15,333.43. Motion to approve to pay the bills by Council member Donnelly and seconded by Council member Perron. Approved 3-0

11: Public Comments: 8:24 pm. Public comment closed at same time 8:24 pm.

12. Council Comments 8:25 pm Council Member Perron nothing. Council Member Donnelly, asked about trees and that was it. Council Member Golias, nothing. Thanked everyone, for the volunteers and the people who help Mendota continue to stay alive. Council member Rasmussen and Mayor Mielke Absent. Council comment closed at 8:27 pm

13. Staff Comments: 8:27 pm Captain Wegener no report. The project for 494 would be closed weekends still. Lukas talked about the traffic calming done by MN Dot, with the painting of the stripes on Highway 13. Lukas stated that MN Dot sent over plans for a bump out on the other side of the street from Luckys. So people will cross the street at the same place. As of August 1, the legislature did pass a new law about a written estimate on consultant fees that cities will have to have. It would involve a permit license with a non-binding estimate for consulting fees. This would not affect the 60 day rule but would include the consulting fee. Mr. Loonan stated that he had a liability form for Bob Reynolds and that the mayor needed to sign it. An individual reached out to Tom from Berg Plumbing about the land next to Berg Plumbing that is owned by Bard Investments. Mr. Loonan has been in contact with Tracy about his property up on the hill. The property needs to be cleaned up. The city is not liable. The conversations with Tracy are on going. The woman with the driveway up on Hwy 13 at 1218 wants her driveway to be 6 feet wide and that does not seem to be a problem. Mr. Loonan said that he has been working on the Jay Duckson dispute and with RJ Daughters. We have filed for additional records request. We got another set of documents for Mr. Duckson’s attorney. The lawsuit has been filed. City Clerk: talked about lowering the Levy due to the fact that we get a tax relief from the county. The Clerk received a phone call and the gentleman said we could lower our Levy by 14,830.00. She also told the council that Southwest Newspaper and Lillie News have closed their doors. Who will we use for legal publications? She also state that she went to the beyond the yellow ribbon meeting for the Mayor. It was very interesting and lots of work on the committees part. Ed Iago talked about getting donations and said people ask “What can you do for me?” They did receive two donations this month, one from a mattress factory on Marie Avenue and one from Oxendale Markets on Bernard Street. The city clerk said that the next day she called her friend Louise Oxendale and thanked her for the donation. She stated that Louise and she have been friends for over 35 years. (The clerk said she was so proud of someone she knew donating money) Ed Iago also told a story about a woman who was cited by the city for having her grass too long. Come to find out she has Agent Orange and is on oxygen and cannot cut her grass. Ed got someone to cut her grass and to shovel her snow this winter. Someone is also taking her grocery shopping. One way this program works. They even have people in schools to keep an eye on children whose parents are deployed. The city clerk got ahold of the tree company and they gave her some estimates. If he cuts down all the trees it will be around 5 thousand dollars. If he waits till winter we would get a discount. It would take about 2200 dollars off. Staff comment closed at 8:51pm

14. Adjourn: 8:51 pm Motion to adjourn the meeting by Council Member Donnelly. Seconded by Council member Perron.