

City of Carlos
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CARLOS CLERK REPORT DECEMBER 2024

- 1) Meters read 12/2/24. Water bills were done and sent Friday December 6th. Late Fees this month were \$383.38.
- 2) I have been working with El Dorado Utility Software to convert all of our data to their system. We will be completely converted to their system before the end of December.
- 3) On Thursday November 21 I lost access to the internet. Per communications with Council Members and Mayor, it appeared we would be going forward with Precision IT. I called Quinn and he had the internet back up and running within minutes after he got here. We will need to complete and sign the contract. Quinn has requested that Council & Mayor leave their laptops after this meeting so he can make sure they all have the proper protection.
- 4) I received another dog complaint; this was for an address on 8th Street West. Of course, I can and will send a letter. I just wanted to ask Council's advice on Following up further.
- 5) I received an email back from Steve Johansen regarding Douglas County Public Works being our back-up snowplow provider. Unfortunately, they do not have labor capacity to take on anymore. He did suggest calling R&R or Richard Vogt (RSB Excavating).
- 6) I have sent Herby's a form to sign to set them up for AutoPay on both their Liquor Licenses and their water payments. I have sent these forms twice with no response.
- 7) I received a signed document from Jeff Forrestal that he lives at 305 Main Avenue (signed by Paul Kruchten). I am still seeking Council's direction on the people already living on the first floor on Main Avenue, 212 Main and 203 Main.

- 8) I have sent out 3 RFPs for City Attorney. To Swensen, Lervirck in Alexandria, James Peters in Glenwood, and Joseph Kruegers in Long Prairie.
- 9) WCI has put out a various new Grant Opportunities for Community Resilience up to \$500,000 per project with due date ranging from December 19 to February 28.
- 10) I have received the Audit Engagement Letter that needs to be signed from Clasen & Schiessl CPAs. I have spoken to them and we will be on their schedule the week of February 17th; with work on the Audit commencing as soon as they receive the signed Engagement Letter.
- 11) The date scheduled for the Local Weed and Inspector's Training is March 19th, with request for forms filled out by March 1st.
- 12) I have received an update from Bolton-Menk with timelines and more details available.