

MINUTES of: City of Carlos Regular Council Meeting City

Hall, Carlos, Minnesota

Thursday, December 9, 2021 7:00 PM

Meeting was available to be attended in person or over Zoom

1. Mayor Todd Burgess called City of Carlos Regular Council meeting to order at 7:00pm
2. Pledge of Allegiance @ 7:00 pm
3. Roll Call was taken: Mayor Todd Burgess, Council Members Ronna Berghoff, Teresa Zwieg, Chris Miller, and Donna Eveslage were present. Also in attendance City Clerk/Treasurer Lori Johnson, Public Works Jeff Gunderson, Fire Chief Tim Sukke and City Engineer Jared Voge.

Meeting Minutes from November 10, 2021, were reviewed. Chris Miller made a motion to approve November Minutes. Ronna Berghoff seconded the motion. November 10, 2021 Minutes were approved 4-0.

4. Mayor asked for Petitions from the Public

Tom Toenjes, as President of Lions

Tom reported that the remodel on the Event Center has begun; basically so far just work on the foundation has been done. Tom has been trying to get an electrician to come out and look at their electrical problems. He said he spoke to another one today, in person, that said he would be in before the end of week. Tom requested a little gravel to be put by back door to avoid a tripping hazard. Tom was able to fix the lock and put in some weather stripping. One thing to think about for future budget purposes is that the flooring at the Event Center will need to be replaced.

Linda Fread stated she wanted to thank us for speaking to the new resident at 225 5th St. E; the situation of the excessive amount of traffic every day has been corrected. Linda asked why every road in town was paved except the last stretch of 5th St. E? Tom Toenjes commented that the paved road up to Muyres Avenue was done by assessments being charged to homeowners along Muyres. Linda stated she had another question: when the water system was put in to reach back to the Dakers home and mobile home park, her parents paid an assessment of approximately \$48,000 over a 20 year period for that sewer line. Linda's question is whether residents in the new development will be able to hook into that for free, or if they will have to reimburse some of that fee to Dakers/Linda Fread for using that sewer line. It was explained that the amount Dakers paid was for the cost of running the sewer line back to the Dakers' property.

Tom Toenjes, as private citizen: raised the issue that he believes the City does not need to contract with Douglas County Sheriff for the additional 20 hours of coverage; Tom believes they would patrol in Carlos and be available for any emergencies whether or not we pay them the extra \$788.80 per month or not. Council thanked him for his input but stated they believed it is better to have the additional contract hours.

5. City Treasurer Report given by Lori Johnson

November 30 Balance City Checking Account:	\$386,210.44
November 30 Balance Savings Account:	\$ 13,111.23
November 30 Balance MPFA Debt Service Fund:	\$ 34,409.69
November 30 Balance CD#6942:	\$100,000.00
November 30 Balance CD#6204	\$100,000.00
November 30 Balance Bremer Savings Account:	<u>\$164,255.61</u>
Total City of Carlos Assets November 30, 2021:	<u>\$797,986.97</u>
Carlos Fire Department CD #6385	\$ 67,094.38

Receipts for November totaled: \$42,691.90

Disbursements for Month of November: \$21,394.73

Claims #1966 - #1983 for month of December total \$31,680.32

Late Fees on November water bills sent on December 7 totaled: \$186.22

Teresa Zwieg had a question on the amount of our MPFA Fund on our reconciliation. Clerk said she would look into it.

Donna Eveslage made motion to approve the Treasurer's Report and Claims, Teresa Zwieg seconded the motion.

Motion passed 4-0.

6. **Engineer Report**, Jared Voge reported on further negotiations with MPCA regarding newly proposed phosphorus limits and the amount of time it will take to analyze the system and prepare a plan to achieve these new expectations. Jared requested 180 days and they responded they would grant us 90 days from Oct. 5, 2021 or Monday January 3rd 2022. Jared said that timeline is possible. Jeff has provided some numbers that look good for now; however it is important to understand the MPCA also wants us to confirm we will be able to still achieve these limits up to 5 years in the future. At this point there would be grant funding available to assist us in implementing the necessary upgrades to the system; if we tell them we are successfully maintaining at or below the phosphorus limit and can confirm we will be able to do so for the

next 5 years, our window of opportunity to receive grant funding for this project would be closed. Jared is recommending that we do NOT accept this limit at this time. Jared presented a schedule of planning process that he is suggesting he send to MPCA. Ronna Berghoff made a motion to accept Jared's recommendations; Donna Eveslage seconded it. Motion carried 4-0. *Mayor Todd Burgess asked Jared if should be part of our Zoning process. Jared responded he could be of some assistance and would be glad to be a part of the process.*

7. **Public Works Report:** Jeff Gunderson reported that when our pond system was initially put in, they stated the life expectancy was 20 years. It has already lasted longer than that, and still is in good shape. However, Jeff agrees with Jared: that it is best to do this study and develop a long range plan so the City can continue to meet the requirements. Right now our pond system removes 50% or more of phosphorous, which is excellent. The problem is the input: how can we control that? That is all the dish detergent and laundry soap. Jeff has given Jared pages of measurements and readings that can be utilized to prepare the plan. *Ronna Berghoff recommended putting out a newsletter to inform and educate Carlos residents as to this situation and which products are good and which have high phosphorous.*

Jeff also reported that with this current snowfall and lower temperatures, he cannot use the gravel any more to fix holes or put some by the Event Center because it would remain loose on top and just get plowed off while plowing snow. Mayor Todd needed the answers to some questions so he could respond to an email he had received: What year was water tower built? Jeff responded: 1957 How many gallons on water does it hold? Jeff responded: 50,000 gallons.

8. **City of Carlos Clerk Report**

- a. There was only 1 customer who had to have their past due balance Certified to the Special Assessments Property Tax Levy for 2022. The meters were read on December 1st; water bills were done on December 7. There have been several who have received payments from the EAP fund. There are 4 additional residents who are in process of receiving their EAP balances. On the water bills sent out December 7, there was a total of \$186.22 assessed in Late Fees.
 - b. XS Consulting: while looking more closely at the contract involving upgrading the Nable Security Manager Protection, I realized the amount requested is \$200; they will charge for labor after the fact. Therefore I had voided out the check we had ready last month for \$770.00. We have 2 Invoices (November and December) for our monthly MS365 subscription fee @ \$76.50 each. These Invoices are included in Claims Checks.
 - c. I spoke with Linda Fread regarding whether the traffic had subsided any after sending the letter to 225 5th St. E. She said they have been much better as far as traffic, still some littering going on. Linda also asked when it would be possible to have 5th St. E paved.
 - d. I spoke with Lynn Timm to find the proper procedure to annex a property that is right next to our City Boundary. She directed me to a website and pointed out which form it should be. I then emailed a copy of that to Toby Weibie. I did reach out to Bill Oleson, the person Lynn Timm recommended, and he responded he would be glad to help us. His initial consultation would be free and thereafter his rate is \$95/hr.
 - e. I did research regarding where we stand as far as allowing a business to manufacture and sell firearms in a residential area. I have included the responses I received in your packet. The responses are all based upon our zoning ordinances, which we do not have in place at this time. One option I found was the process of Interim Moratorium which can aid cities during their zoning amendment process. *Ronna Berghoff made a motion to adopt the Interim Moratorium while we continue to work on our Zoning; Teresa Zwiig seconded it. Motion passed 4-0. Council requested Clerk find out when Mr. Oelson is available to assist us with getting our Zoning map completed.*
 - f. Donnie Froemming stopped by the office to let us know he has purchased the 'Muyres Estate' section of land. He was asking about any special assessments against that property and I told him it had been previously discussed and the Council had decided those costs were incurred too long ago for there to be assessments at this time. I told him there will be the WAC and SAC fees for each hookup as outlined in our fee schedule.
9. **Fire Department Report:** Fire Chief Tim Sukke reported: Still waiting on new Firetruck. About 5 or 6 of Carlos Fire Department have done training about 4 times with Alex Fire Dept to learn specifics on how to use this new truck once they get it. They feel comfortable with it now, and feel confident they will be able to make the best use out of it. This coming Saturday they are bringing the ladder truck for training with a house burn; the CFD will join for training. Once they finally get it, there are a couple of things that need to be done to it. Tim reported that they will be sending 3 people to 1st Responder Training. At next meeting there will be election of officers. Street Dance is set for July 9th next summer; they have decided to fence it off this time. In response to Invoice from Alex Tech for house burn: they do supply instructors for this training and that is why we are billed. The DNR told Tim that

a couple of pumps in brown shed and the skid on back of the old fire truck parked by the water treatment building were going to be on an auction and whoever buys them will come pick them up directly. DNR also told Tim that they will be continuing to look for new skid to put on old fire truck.

10. Ball Park Committee Report: Nothing to report this month.

11. Sheriff Department Log: Looks good.

UNFINISHED BUSINESS

- A. Discussion and Approval of Protection Upgrade with XS Consulting;** discussed previously in this meeting and was approved.
- B. Cameras:** Council is interested but would like to postpone discussion to a future meeting.
- C. Carlos Signs:** Clerk looked into using ARPA Funds; LMC responded it would probably not qualify. Mayor Todd recommended we move forward with this project and get some bids. Councilperson Teresa suggested we research into what other towns are doing. It was decided Clerk should research LMC blog and find out what other cities are doing and if any of them has a recommendation as to a good company to use for this.
- D. Discussion & Decision on Purchasing Radio Read Adapters with ARPA funds:** At this time it was decided to just stay with what we have already purchased and received. During the discussion on the ARPA Funds; Ronna Berghoff made the motion for the Resolution 2021.12.01 to accept the additional \$850.71 ARPA funds we have already received; Teresa Zwiig seconded that motion. Motion was approved 4-0.
- A. Zoning;** previously discussed
- B. Petition from Lucas Magnuson and Austin Golvinghorft to have gun manufacturing and selling business:** previously discussed with zoning.

NEW BUSINESS

- A. Put Together a Planning Committee for New Fire Hall:** Ronna Berghoff and Todd Burgess will be the 2 Carlos Council representatives. Send Email to townships to have them each pick a representative and an alternate. Fire Chief Tim said he would assemble a Fire Department sub-committee and from that they will choose 2 representatives to meet with the whole committee.
- B. Final Review of 2021 YTD & Proposed 2022 Budget:** After discussion and several revisions it was decided to continue and complete this discussion and **Approve 2022 Tax Levy** in a Special Meeting Wednesday, Dec. 15th at 7pm.
- C. Discussion and Decision on Council and Mayor pay for 2022:** The discussion centered around the pay for Committee and Union negotiations meetings. It was decided to keep the regular Council meetings pay the same: \$100 for Council member and \$200 for Mayor. Then it was decided to include Union Negotiations into the Special meeting category; payment for these will continue to be \$80 each for Council and Mayor. A third category was created for Township/ committee meetings: Council and Mayor would receive \$40 for these meetings.

MISCELLANEOUS: Todd Burgess noted that we need to spend some of the funds allocated for signs to replace some of signs that are getting worn and do not have any more reflective material on them. One in particular is the Stop sign at 2nd Street E.

REMINDERS of UPCOMING EVENTS: Santa Days December 10th 5:30-7:00pm at Herby's Café

ADJOURNMENT: Ronna Berghoff presented motion to adjourn, Chris Miller seconded it; motion carried. December 9, 2021 Council Meeting was adjourned at 10:25 PM.



Lori D. Johnson, City of Carlos Clerk/Treasurer