

PLEDGE OF ALLEGIANCE @ 6:30 pm

PUBLIC HEARING for TRUTH IN TAXATION was held at 6:30pm, immediately preceding the December Council Meeting. There was only one resident, Ashley Rabehl, with a question regarding her property tax bill. Council did not have an exact answer and advised her to contact Vicki Doehling, Douglas County Auditor-Treasurer the next day. She did contact Ms. Doehling and her question was resolved. Ronna Berghoff made the motion # 2023-14 A to set the Carlos 2024 Property Tax Levy at a 2% increase over 2023. This amount is \$192,372. Donna Eveslage seconded the motion. Motion carried.

**MINUTES of: City of Carlos Regular Council
Meeting City Hall/ Office, Carlos, Minnesota
Thursday, December 14, 2023 7:00 PM**

Meeting was available to be attended in person or over Zoom.

Mayor Todd Burgess called City of Carlos Regular Council meeting to order at 7:00pm

- 1. Roll Call** was taken: Mayor Todd Burgess; Council Members Ronna Berghoff, Donna Eveslage and James Young were present. Ashley Wildman was absent. Also in attendance: Fire Chief Colten Steidl, City Clerk/Treasurer Lori Johnson, Public Works Manager Jeff Gunderson, Part-Time Public Works Wayne Johnson, Jackie Dokken and Brian Balcome.
- 2. Meeting Minutes from November** were reviewed. Ronna Berghoff made a motion to approve November Minutes, with a correction on #4 Petition from Public. Donna Eveslage seconded it. Motion passed. Ronna Berghoff made a motion to approve the Special Budget Meeting Minutes from November 27; James Young seconded the motion. Motion carried.
- 3. Mayor requested Petitions from the Public:** Brian Balcome asked how to find out when Council meetings were scheduled. Clerk responded that it is always posted on the City webpage, cityofcarlos.com and is posted on City bulletin board, post office, bank, firehall bulletin board, and Herby's. The meetings are traditionally the second Thursday evening of every month. The dates for the entire year are posted on Carlos' webpage. If, for some reason, the meeting is not able to be held on second Thursday as originally scheduled, there will be a city-wide announcement over phone, text and emails to all residents.

4. REPORTS OF OFFICERS, BOARDS AND COMMITTEES:

a.) City Treasurer Report given by Lori Johnson

November 30 Balance City Checking Account:	\$162,856.78
November 30 Balance Savings Account:	\$304,824.62
November 30 Balance MPFA Debt Service Fund:	\$ 35,284.90
November 30 Balance CD#1237632: Special 6 mo., 5.1%	\$101,369.57
November 30 Balance CD#1237634: Special 10 mo., 4.25%	\$99,879.59
November 30 Balance Bremer Savings Account:	<u>\$470,266.11</u>
Total City of Carlos Assets November 30, 2023:	\$1,139,196.67
Carlos Fire Dept CD #1237127: 12 mo., 3.75%	\$ 67,397.66

CLAIMS 2467 -2482 NOVEMBER 2023

<u>Date</u>	<u>Vendor</u>	<u>Claim#</u>	<u>Check#</u>	<u>Amount</u>
12/14/23	Douglas Cty Sheriff	2483	11562	\$875.00
12/14/23	Alex Rubbish	2484	11563	\$269.13
12/14/23	MN DEPT HEALTH	2485	11564	\$554.00
12/14/23	GSOC	2486	11565	\$17.55
12/14/23	D&D Mfg	2487	11566	\$470.00
12/14/23	Bolton & Menk	2488	11567	\$457.00
12/14/23	Tom Sukke	2489	11568	\$125.00
12/14/23	Brothers Market	2490	11569	\$225.17

12/14/23	M-R Sign Co	2491	11570	\$124.40
12/14/23	Jim & Judy's	2492	11571	\$155.04
12/14/23	ACE	2493	11572	\$28.97
12/14/23	MENARDS	2494	11573	\$47.16
12/14/23	Alex Power Equip	2495	11574	\$266.40
12/14/23	ANDY'S Auto Repair	2496	11575	\$309.87
12/14/23	Alex Tech College	2497	11576	\$4,500.00
12/14/23	Wayne Johnson	2498	11577	\$12.08
12/14/23	Thornton, Dolan, Bowen	2499	11578	\$912.50
12/14/23	Alex Air Apparatus	2500	11579	\$752.98
12/14/23	Wayne Johnson	PAYROLL	11580	\$228.56
12/14/23	RMB	2501	11581	\$180.77
12/14/23	Lori Johnson	2502	11582	\$22.27
12/14/23	XS Consulting	2503	11583	<u>\$500.00</u>
				\$11,033.85

CD#1237634 Maturing Dec. 21,2023

Receipts for November totaled: **\$134,953.58**

Disbursements for November: **\$32,902.28**

Claims #2483 - #2502 for month of December total: **\$10,305.29**

Late Fees on November water bills sent December 6th were **\$307.79**

Ronna Berghoff made the motion to roll the CD that is maturing (#1237634) to a new CD term of 12 months at the interest rate of 5.25%. Donna Eveslage seconded the motion. Motion carried.

Donna Eveslage made a motion to transfer \$100,000 from our Checking Account to our Savings Account. Ronna Berghoff seconded it. Motion passed.

Donna Eveslage made a motion to approve Claim#2483-2503, check #s 11562-11583; motion seconded by James Young. Motion carried.

b.) Engineer Report, Jared Voge: Not in Attendance, on vacation.

c.) Public Works Report: b y Jeff Gunderson

- Christmas Lights up and functioning
- Light on Water Tower is out; notified Rick from Gardonville, waiting on them to change the lightbulb
- Ball Park: the bathrooms and Concession stands locks have been broken off, toilets were used without water being on and had to be manually cleaned out, bathrooms were left unlocked, garbage in dugouts. Carlos Ball Club had rented it out to Alex Tech to use. No one had contacted Jeff or anyone as to when they were playing. Signs were off and laying on the grass, usually they are put away for the season.
- Water Meters: special 2-wire radio sensors were installed in Townhouses, Lightening strikes wiped out 3 meters, one of which is Herby's which is a larger commercial meter with a replacement cost of about \$1200 (not sure if our insurance would cover these or not) *Council said Clerk should call insurance agent and find out.*
- Plow is mounted on truck. Big Plow truck has been DOT'd and ready to go.
- Signs are here; and one is installed the other one also needs a new pole so we will have to wait until Spring to install that.

d.) Carlos Clerk Report, Lori Johnson:

- Meters read 12/1/23. Water bills were done and sent December 6th. Late Fees this month were \$307.79. Of the 8 letters sent to residents with the warning that their past due balance will be Certified to their Property Tax, four took care of their accounts; four were Certified to the County. The Final copy of Exhibit 1 is available to Council.
- Spectrum is now able to install phone service and port in the same telephone number. However, the line was not pre-dug for the City Office. Now they will have to wait until Spring to put in Fiber and phone in this building. The Event Center does have their line ready and they are going ahead with that install. The Carlos Lions had previously informed me that they want Fiber and phone service when they could have it with the same phone number.

- The 10-month CD #1237634 will be maturing December 21. A decision must be made as to what to do with this. The options available at this time are to invest in a 6-month CD at a rate of 5.16%; a 12 month CD at 5.25%; or just cash it out and put it into our general Savings Account which has an interest rate of 4.25%

e.) Fire Department Report: Fire Chief Colten Steidl

CARLOS FIRE DEPT. CALL LOG OCTOBER 2023						
	<u>City of Carlos</u>	<u>Belle River</u>	<u>Carlos Township</u>	<u>Alex Township</u>	<u>Mutual Aid</u>	<u>TOTALS</u>
MEDICAL	1	1	8	0	0	10
FIRE RESCUE	0	0	2	0	0	2

- Colten wanted to make sure that heat is on in Brown Shed and will remain on throughout winter; grass rigs are being stored in there and cannot be winterized yet because with unusual weather, they might be needed. *Jeff confirmed heat is on and he would check it periodically.*
- Wondering if we should contact LAX and have them push brush pile together; then, after snow we can burn it down again. *Council agreed that should be done, either by Lakes Area Excavating or Tim Sukke.*
- Unit 5 failed pump test last summer; needs to be taken to Fergus Falls for repair, which will be next Monday. Later the Ladder Truck will also have to go in for repair on controls.
- Fire Department voted to add Dylan Sheridan. Parker Sukke has resigned. One other person is applying who is active on Elbow Lake fire department, but recently moved to within 2 miles of Carlos (still works in Elbow Lake) so has volunteered to also serve with Caros fire department. That is a positive because he already has all the training.
- Lighting issues at Fire Hall: in meeting room one of ballasts is shot. *Jeff Gunderson said he would go in there and check it out and fix it.*
- Clerk, following up on email she received, asked if Fire Chief Colten knew what EPCRA is. He said he thought it has something to do with Hazmat certifications.

f.) Ball Park Committee Report: Ronna Berghoff stated it is important to have the line of communication clear with Isaac Peterson and Neil Jenzen to make sure that they assume responsibility to make sure the ball fields are never left in this kind of mess again. Ronna said it would be good for Jeff to make that call since he is the person they need to coordinate with; Ronna said she would back him up. Jeff Gunderson raised the question about getting another light pole done. *Council agreed that weather permitting, we should have a couple more poles done. Clerk said she would contact Rose City Sign.*

g.) Sheriff Department Log: Looks good.

UNFINISHED BUSINESS

A. UPDATE “NUISANCE PROPERTIES” Committee Member Donna Eveslage reported: Letters are being sent out 16 Carlos Ave and to 10 Douglas Ave and property by Dakers Acres. There is a question as to whether he is renting out and how would we determine that. Donna said she would be checking into this. If there is someone living in that large camper, homeowner will get a letter. Also it was mentioned that on 8th Street there are people living in campers, 205 and 204. Todd also mentioned a problem with 305 5th Street is a problem. *Council stated that those that have received letters and acted upon them have done a really good job!*

B. NEW FIRE HALL

Fire Hall Committee Members Ronna Berghoff and Todd Burgess:

- Nothing new to report, still waiting on Townships to approve Joint Powers Agreement

NEW BUSINESS

- A. TOBACCO ORDINANCE:** Clerk explained that Douglas County Public Health had requested a copy of Carlos' Tobacco Ordinance. After searching through our Ordinances, realized we do not have a "Tobacco Ordinance". Clerk said she has always issued Herby's a Tobacco License using same templet that previous Clerk did. *Council said Clerk should prepare a Tobacco Ordinance to be voted on next meeting.*
- B. Approve 2024 Liquor Licenses, Herby's and Lions:** James Young made a motion to approve these Licenses for 2024; Donna Eveslage seconded it. Motion Carried.
- C. Resolution to receive donation to Fire Department # 2023.14B :** Donna Eveslage made motion to approve; Ronna Berghoff seconded it. Motion passed.
- D. Set meeting dates for 2024:**
- | | | | | | |
|----------|----|--------|----|-----------|----|
| January | 11 | May | 9 | September | 12 |
| February | 8 | June | 13 | October | 10 |
| March | 14 | July | 11 | November | 14 |
| April | 11 | August | 8 | December | 12 |

MISCELLANEOUS:

- Ronna Berghoff brought up that Seeking a New Building Inspector should be on Agenda for January. Jared Voge had sent some possible names to consider.
- Donna Eveslage brought up the issue of Garbage Hauler Fee. Clerk said that it had been impossible to contact a live person from Waste Management. It was suggested to send Certified letter. Also it was suggested to contact their Sauk Centre office.
- Jeff Gunderson brought up that there is someone that is interested in being an emergency back up snow plow driver. A Carlos resident that lives on Main Avenue. *Council said sounds good- make it happen.*
- Clerk reported that she had received an email from Douglas County regarding the fee for waste management; it previously was \$99 and will be going up to \$130 in 2024.

REMINDERS of UPCOMING EVENTS: None

ADJOURNMENT: Donna Eveslage made a motion to adjourn the meeting; James Young seconded it. Motion passed. Meeting Adjourned at 8:43pm



Lori D. Johnson, City of Carlos Clerk/Treasurer