

CITY OF CARLOS

REGULAR COUNCIL MEETING MINUTES

February 12, 2026

7:00 PM

City Hall – 109 1st St W, Carlos, MN 56319

Meeting available in person and via Zoom

1. Call to Order

Mayor Ronna Berghoff called the Regular Council Meeting to order at 7:00 p.m.

2. Pledge of Allegiance

The Pledge of Allegiance was recited at 7:00 p.m.

3. Roll Call

Present: Mayor Ronna Berghoff, Council Members Ashley Wildman, Damon Bullock, Jon Trenne, and James Young (arrived late)

- Also Present: City Clerk Donna Eveslage, Fire Chief Colton Steidl, Public Works – Kalin Hacker Teresa Zwieg, Jackie Dokken, Brian Moening
- Attending via Zoom: Justin Kurtz, Jared Voge (Bolton & Menk), Katie Bullock, David Hammer

4. Approval of Minutes

The January 8, 2026, Regular Council Meeting minutes were reviewed.

Ashley Wildman made a motion to approve the minutes. Jon Trenne seconded the motion. Motion carried.

5. Petitions from the Public

The Mayor requested petitions from the public.

A concerned citizen addressed the Council regarding chickens within the neighborhood and the noise concerns associated with them. The citizen stated that no chickens have been seen or heard since December 2025.

The Mayor advised residents that there is an ordinance prohibiting farm animals within city limits. It was noted that activity in and out of a barn or shed during morning and evening hours may indicate the presence of chickens. The Mayor stated that the matter is on the City's radar and will continue to be monitored.

6. Reports of Officers, Boards, and Committees

a. City Treasurer Report

FEBRUARY TREASURER REPORT

JAN 31 Balance City Checking Account:	\$347,586.18
JAN 31 Balance Saving Account at First Western:	\$454,125.37
JAN 31 Balance MPFA Debt Service Fund:	\$ 28,405.85
JAN 31 Bal CD#1242780 (Matures 3/18/26 3.96%):	\$214,208.52
JAN 31 Bal Old National Saving Account:	\$198,341.00
JAN 31 Bal Old National CD (Matures 2/15/26 4.05%):	<u>\$300,000.00</u>
Total City of Carlos Assets as of January 31st:	\$1,542,666.92
JAN 31 CFD Saving Account:	\$156,321.45
JAN 31 Outstanding Checks	<u>(\$5,807.52)</u>
TOTAL BALANCE	\$1,693,180.85

Receipts for JANUARY totaled: \$34,212.80

Disbursements for JANUARY totaled: \$50,855.92

FEBRUARY 2026 CLAIMS 3084-3108 and check #12279-12323

Date	Vendor	Claim#	Check#	Amount
2/12/2026	Matthew Berghoff	CFD	12279	\$156.99
2/12/2026	Anthony Carlson	CFD	12280	\$831.15
2/12/2026	Jonathan Doucette	CFD	12281	\$230.87
2/12/2026	Maria Doucette	CFD	12282	\$295.52
2/12/2026	Bobbi Hacker	CFD	12283	\$323.22
2/12/2026	Evan Hacker	CFD	12284	\$424.81
2/12/2026	Kalin Hacker	CFD	12285	\$415.57
2/12/2026	Danial Hewitt	CFD	12286	\$138.52
2/12/2026	Steven Niblett	CFD	12287	\$905.03
2/12/2026	Adam Pitcher	CFD	12288	\$240.11
2/12/2026	Andrew Schmitz	CFD	12289	\$600.27
2/12/2026	Dylan Sheridan	CFD	12290	\$313.99
2/12/2026	Colten Steidl	CFD	12291	\$1542.24
2/12/2026	Derek Steidl	CFD	12292	\$295.52
2/12/2026	Jacob Steidl	CFD	12293	\$969.67
2/12/2026	Savanna Steidl	CFD	12294	\$544.86
2/12/2026	Eric Thesing	CFD	12295	\$526.39
2/12/2026	Matthew Thoennes	CFD	12296	\$249.34
2/12/2026	Ethan Way	CFD	12297	\$387.87
2/12/2026	Wayne Johnson	PTPW	12298	\$94.16
	Total			\$9486.10
2/12/2026	Ace Hardware	3084	12299	\$102.92
2/12/2026	Alex Rubbish	3085	12300	\$125.79
2/12/2026	Bolten & Menk	3086	12301	\$417.00
2/12/2026	Broken Axel Customs	3087	12302	\$255.00
2/12/2026	Brother's Market Stores	3088	12303	\$394.05
2/12/2026	Core & Main	3089	12304	\$1744.75
2/12/2026	D&D Distributing and Mfg	3090	12305	\$240.00
2/12/2026	Donna Eveslage	3091	12306	\$227.42
2/12/2026	Donna Eveslage	3092	12307	\$575.00
2/12/2026	Douglas Cty Sheriff's Office	3093	12308	\$928.20
2/12/2026	Ellingson's Plumbing & Heating	3094	12309	\$801.72
2/12/2026	ESRI	3095	12310	\$816.00
2/12/2026	Golden West Industrial Supply	3096	12311	\$258.81
2/12/2026	Gopher State One-Call	3097	12312	\$50.00
2/12/2026	Hawkins	3098	12313	\$478.46
2/12/2026	Jim & Judy 1 Stop	3099	12314	\$40.00
2/12/2026	Lakes Area Excavating	3100	12315	780.00
2/12/2026	Menards	3101	12316	\$164.47
2/12/2026	MN Public Facilities Authority	3102	12317	\$8015.00
2/12/2026	NAPA	3103	12318	\$100.80
2/12/2026	North Central International LLC	3104	12319	\$443.78
2/12/2026	RMB	3105	12320	\$80.00
2/12/2026	USA Blue Book	3106	12221	\$155.90
2/12/2026	Volunteer Firefighter's Benefit Asso	3107	12322	\$230.00
2/12/2026	West Central Initiative	3108	12323	\$500.00
	TOTAL			\$17,895.07

Damon Bullock made a motion to approve the Treasurer's Report as presented and to authorize payment of checks #12279-12323. Jon Trenne seconded the motion. Motion carried.

b. Fire Department Report: Fire Chief Colten Steidl

CARLOS FIRE DEPT. CALL LOG JANURARY 2026							
	<u>City of Carlos</u>	<u>Belle River</u>	<u>Carlos Township</u>	<u>Alex Township</u>	<u>Mutual Aid</u>	<u>TOTALS</u>	<u>Weather</u>
MEDICAL	4	0	3	2	0	9	
FIRE RESCUE	0	0	1	0	1	2	

- The department is working on a countywide Communications Grant for new radios. The grant is being coordinated by Alexandria serving as the host agency. If approved, radios will be distributed to participating departments. Each department anticipates requesting approximately 25–30 radios, resulting in significant cost savings through the joint effort.
- The Fire Relief Association voted to increase the retirement benefit to \$6,000 per year of service and is requesting the Council consider matching or coming close to that amount.
 - Firefighters become partially vested after 10 years of service. For years 11 through 19, vesting increases incrementally based on a percentage of the \$6,000 amount. At 20 years of service, firefighters are fully vested and eligible for the full \$6,000 per year of service.
 - The Carlos Fire Department (CFD) Relief Association currently manages approximately \$1.5 million in its relief account. Upon retirement, a firefighter may receive a lump sum benefit estimated to be in the \$100,000 range (depending on years of service). Funds may be withdrawn once the firefighter reaches at least 50 years of age.
 - It was noted that if the department were dissolved today, the Relief Association has sufficient funds to pay all current firefighters and would still return approximately \$240,000 to the City.
 - The department currently has 23 firefighters on the roster.

Ashley Wildman made a motion to increase the City's *relief contribution* to \$4,000 per year of service.
 Second: Damon Bullock Vote: Motion carried.

c. March Annual Township Meetings & Contracts

- The Calculation Worksheet for 2027 is projected to increase to \$110,000, compared to \$108,000.
- Alexandria Township will remain at \$6,500, as they are exempt from paying for the fire protection contract and are billed only for medical services.
- City Clerk Donna Eveslage will obtain updated property tax valuations to accurately complete the 2027 Fire Protection Calculation Worksheet.

d. Engineer's Report: Jared Voge

- Plans and specifications for the 2026 Seal Coating Improvements are currently underway. These documents are expected to be presented to the Council in March or April for consideration and authorization to advertise for bids. It was noted that seal coating contractors prefer scheduling work later in the spring to ensure roads are clear of snow and ice and can be properly inspected prior to construction.
- A letter has been sent to Lakes Area Excavating notifying them that they were awarded the Alley Improvement Project. A project schedule was requested; however, due to the time of year, it is difficult to obtain a firm timeline. The contractor will provide a more accurate estimated start date as spring approaches.

e. Public Work Report: Kalin Hacker

- Justin Kurtz reported that Kalin completed the first quarter Back-T and Fluoride Sampling. He expressed appreciation for how quickly Kalin has learned the wastewater monitoring reports and commended his initiative and willingness to learn.
- Ellingson's Plumbing & Heating returned to address another issue with the heater at the well house.
- Snowflake holiday decorations were damaged. Kalin will attempt repairs and explore options for

hanging them higher next year.

- Kalin will contact Otter Tail regarding the cost of installing taller poles.
- City Clerk Donna Eveslage will research options for selling old or used Christmas lights, as the city has approximately five to six pallets of decorations in storage.
- Rural Water conducted pond inspections. The secondary ponds average approximately 5 inches of sludge, and the primary pond averages approximately 10 inches, which is considered a healthy level.
- Kalin will attend the Rural Water Conference in St. Cloud from March 3–5, 2026.
- Kalin requested approval to sell the old Mule and lawn tractor with plow. The Council approved disposal of the equipment.
 - The Council discussed the Brown Shed and agreed to review and organize its contents in the spring.
- Replacement of snowplow blades is needed:
 - Big truck: \$8,528
 - Pickup: \$796
 - The Council approved the purchase of carbide blades.
- The meter for the new generator at the water plant needs to be updated to ensure efficient operation. Estimated cost is approximately \$2,175. The possibility of including this expense in Phase II of the grant was discussed.
- Kalin inquired about the Diamond Maps application, which would cost \$20 per month. The app would assist in locating curb stops, water lines, and other infrastructure assets.

f. Clerk's Report: Donna Eveslage

- MPFA Loan Transfer Adjustment
 - It was recommended to increase the monthly transfer amount for the MPFA loan to \$10,550 for the months of March through August 2026 and then return to \$8,000 beginning in September 2026.
 - a. Motion: Ashley Wildman made a motion to increase the monthly transfer amount in accordance with Resolution 2026-6. Second: James Young. Vote: Motion carried.
- Pope/Douglas Solid Waste Management – Environmental Center
 - The Environmental Center requested alternative dates in May. Upon follow-up, May 30 was the only available date. City Clerk Donna Eveslage emailed Ashley Wildman regarding the confirmed date. The tentative event time is 8:30 a.m. to 11:00 a.m.
- Fire Department Payroll Documentation
 - The Clerk will work with Fire Chief Colton Steidl to develop a spreadsheet for timesheet tracking. All firefighters are requested to submit ACH authorization forms for payroll processing.
- Office Cabinet Purchase
 - Approval was requested to purchase a new office cabinet at a cost of \$459.99.
 - a. Motion: Damon Bullock made a motion to approve the cabinet purchase. Second: Jon Trenne. Vote: Motion carried.

g. Sheriff's Log – Looks good.

h. Ball Park Committee Report – nothing to report

7. Unfinished Business

- a. New Fire Hall Update** – had an abbreviated meeting on 2.9.2026
- b. Nuisance Properties/Citizen Complaints** – none reported

8. New Business

- a. Resolution Number 2026.5** – Requiring City Council Review of Monthly Credit Card Statement Prior to EFT
Motion: Ashley Wildman made a motion to approve Resolution No. 2026-5. Second: James Young. Vote: Motion carried.
- b. Resolution Number 2026.6** – Change to Monthly Transfer Amount
Motion: Ashley Wildman made a motion to approve Resolution No. 2026-6 increasing the monthly transfer

- amount. Second: James Young. Vote: Motion carried.
- c. **Resolution Number 2026.7** – Approving the Fiscal Year 2026 Summary Budget Statement for Publication
Motion: Ashley Wildman made a motion to approve Resolution No. 2026-7. Second: James Young. Vote: Motion carried.
 - d. **2027 Fire Protection Calculations Discussion & Assign** Discussion was held regarding the 2027 Fire Protection Calculation Worksheet (see Section 6.c.).
 - e. **Old National CD** – The Old National CD matures on February 15, 2026, with a 10-day grace period. The new balance will be \$305,093.01. The proposed renewal rate is 3.75% yield for five (5) months, with a new maturity date of July 15, 2026. Motion: Ashley Wildman made a motion to renew the CD with Old National at 3.75%. Second: Damon Bullock. Vote: Motion carried.
 - a. **Douglas County Historical Society** – Donation Request
The Douglas County Historical Society requested a \$500 donation. Motion: Damon Bullock made a motion to donate \$500 to the Douglas County Historical Society. Second: Ashley Wildman. Vote: Motion carried. Abstention: Jon Trenne abstained.
 - b. **Water Tower & Lead Service Line Projects – MPFA Project Priority List (PPL) Application**
 - Discussion was held regarding potential submission to the Minnesota Public Facilities Authority (MPFA) Project Priority List (PPL) and State Revolving Fund (SRF) Intended Use Plans, due March 13, 2026.
 - It was noted that in 2019 the Council discussed improvements to the existing water tower due to cracking and deteriorating foundations. Quotes were obtained at that time; however, the Council elected not to move forward. The water tower is estimated to be approximately 75 years old.
 - The Lead Service Line (LSL) Project has identified two galvanized service lines within the community. MPFA grant funding is available for eligible lead service line replacement projects and may cover up to 100% of costs.
 - Submission to the PPL does not obligate the city to proceed with the projects but positions the city for potential low-interest loans or grant funding. Projects are ranked and scored by MPFA and the Minnesota Department of Health after application submission.
 - Motion: Jon Trenne made a motion to authorize Bolton & Menk staff to submit the PPL application for the Water Tower Replacement project. Second: Ashley Wildman. Vote: Motion carried.
 - Motion: Jon Trenne made a motion to authorize Bolton & Menk staff to submit the PPL application for the Lead Service Line replacement project. Second: Damon Bullock. Vote: Motion carried.

9. Miscellaneous

- a. Council Resignation
 - Ashley Wildman resigned from the City Council effective February 12, 2026, due to no longer residing within the city limits.
- b. Council Vacancy
 - The Council discussed the need to appoint an individual to fill the vacant council position.

10. Reminder of Upcoming Events

- a. Council members were reminded to leave their computers powered on and plugged in for scheduled updates with Precision IT on February 13, 2026.

11. Adjournment

Motion: Mayor Ronna Berghoff made a motion to adjourn the meeting. Second: Ashley Wildman. Vote: Motion carried.

The meeting adjourned at 9:02 p.m.

Notes completed by:

Donna Eveslage
February 20, 2026