

MINUTES of: City of Carlos Regular Council Meeting City Hall/ Office, Carlos, MN

Thursday, February 8, 2024 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. Pledge of Allegiance @ 7:00 pm

2. **Roll Call** was taken: Mayor Todd Burgess; Council Members Ronna Berghoff, Donna Eveslage, Ashley Wildman and James Young were present. Also in attendance: City Engineer Jared Voge, Fire Chief Colten Steidl and Fireman Jacob Steidl, City Clerk/Treasurer Lori Johnson, Part-Time Public Works Wayne Johnson, Bryan Balcome and Tera Zwiig.

3. **Meeting Minutes from January 11th were reviewed.** Ronna Berghoff noted that in the January minutes, the reference to the new ordinance should include its proper title. Ashley Wildman made a motion to approve January Minutes as corrected; Ronna Berghoff seconded it. Motion passed.

4. **Mayor requested Petitions from the Public:** There were none.

5. REPORTS OF OFFICERS, BOARDS AND COMMITTEES:

a.) City Treasurer Report given by Lori Johnson

January 31 Balance City Checking Account:	\$55,296.40
January 31 Balance Savings Account:	\$508,047.39
January 31 Balance MPFA Debt Service Fund:	\$ 36,860.37
January 31 Balance CD#1237632: Special 6 mo., 5.1%	\$101,369.57
January 31 Balance CD#1237634: Special 12 mo., 5.25%	\$103,403.42
January 31 Balance Bremer Savings Account:	<u>\$472,865.81</u>

Total City of Carlos Assets January 31, 2023: **\$1,277,842.96**

CD#1237127 Matured Jan. 23, 2024 Cashed Out **\$0.00**

Receipts for January totaled: \$109,779.01 this number includes the cash out of CFD CD (\$67,397.66)

Disbursements for January: \$42,272.43

Claims #2525 - #2539 for month of February total: \$5,312.18

Late Fees on January water bills sent February 6th were \$779.18

Ashley Wildman made a motion to approve January Treasurers Report and Claims;

Ronna Berghoff seconded it. Motion passed.

CLAIMS 2525 -2539 FEBRUARY 2024

<u>Date</u>	<u>Vendor</u>	<u>Claim#</u>	<u>Check#</u>	<u>Amount</u>
2/8/24	Douglas Cty Sheriff	2525	11611	\$901.20
2/8/24	Alex Rubbish	2526	11612	\$123.32
2/8/24	D&D Mfg	2527	11613	\$235.00
2/8/24	Brothers Market	2528	11614	\$71.77
2/8/24	Jim & Judy's	2529	11615	\$210.49
2/8/24	Thornton, Dolan, Bowen	2530	11616	\$649.50
2/8/24	QUILL	2531	11617	\$157.86
2/8/24	Core & Main	2532	11618	\$288.99
2/8/24	GWORKS	2533	11619	\$233.00
2/8/24	XS CONSULTING	2534	11620	\$500.00
2/8/24	HAWKINS	2535	11621	\$549.62
2/8/24	GSOC	2536	11622	\$54.05
2/8/24	ADV FIRE TRAINING	2537	11623	\$575.00
2/8/24	LMNCIT	2538	11624	\$649.00
2/8/24	Linda Fread	2539	11625	<u>\$113.38</u>
FEBRUARY CLAIMS TOTAL				\$5,312.18

2/8/24	M. BERGHOFF	PAYROLL	11626	\$203.17
2/8/24	TJ CARLSON	PAYROLL	11627	\$858.85
2/8/24	J DOUCETTE	PAYROLL	11628	\$212.40
2/8/24	E HACKER	PAYROLL	11629	\$350.93
2/8/24	K HACKER	PAYROLL	11630	\$1,191.31
2/8/24	S NIBLETT	PAYROLL	11631	\$923.50
2/8/24	A PITCHER	PAYROLL	11632	\$295.52
2/8/24	A SCHMITZ	PAYROLL	11633	\$563.33
2/8/24	C STEIDL	PAYROLL	11634	\$1,459.13
2/8/24	D STEIDL	PAYROLL	11635	\$258.58
2/8/24	J STEIDL	PAYROLL	11636	\$729.56
2/8/24	S STEIDL	PAYROLL	11637	\$221.64
2/8/24	E THESING	PAYROLL	11638	\$517.16
2/8/24	M THOENNES	PAYROLL	11639	<u>\$166.23</u>
FIRE DEPT ANNUAL PAYCHECKS				\$7,951.31
2/8/24	Jackie Dokken	PAYROLL	11640	\$94.20
2/8/24	Wayne Johnson	PAYROLL	11641	<u>\$41.56</u>
PART TIME PAYCHECKS				\$135.76

b.) Engineer Report, Jared Voge: Received an update on Lead Service Line Inventory Project which will be paid for by a grant from the MDH. That project will be commencing soon. That's all to report, available for any questions.

c.) Public Works Report: Jeff Gunderson not in attendance, but did relay to Clerk that nothing to report.

d.) Carlos Clerk Report, Lori Johnson:

- Meters read 2/1/23. Water bills were done and sent February 6th. Late Fees this month were \$779.18 These late fees are getting quite large, so I called to find out when we can start shutting water off. It's not until April 30th.
- It would be best to get our order in for the Holiday Lighting you might want from their Clearance Sale as soon as possible. There is limited stock on the "Red Hot Deals".
- I called Rose City Sign again regarding Stadium lights. I put in the order for 2 Ball Park Lights to be fixed. They said they will watch the weather, and when there is a day that ground is frozen but yet not brutally cold out they will take care of it.
- I have been very busy, as expected for this time of year. I have connected with our new Auditors and have supplied them with requested information. Of course there is much more to come, we've just gotten started. The Auditors plan on completing their audit during the week of February 19th.
- The Rum River Building Inspectors were contacted. They said the appropriate person would be getting back to us next week.
- At the year end there are always many reports that have to be completed and filed. Here are a few I have done:
 - Pay Equity Report
 - 2024 Summary Budget Report
 - Local Government Lobbying Report
 - Year End Noxious Weed Report
 - PERA Exclusion ReportI have also filed the Year End Tax Reports with Social Security, State of MN Income and Sales Tax, MN Unemployment Insurance, and of course W2s and 1099s.

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	3	1	3	5	0	12
FIRE RESCUE	0	0	0	0	0	0

- Clerk reported that Carlos Township has requested all addresses accompany the Fire Protection Calculation Report. Colten said he should be able to get this information.
- It was determined that the proposed estimated budget expense amount to be proportioned amongst Carlos City, Carlos Township, Belle River Township and Alexandria Township would be between \$100,000 and \$110,000.
- Annual Meetings for Carlos Township, Belle River Township and Alexandria Township are all on March 12. Todd Burgess, Donna Eveslage, Colten Steidl and another Fireman will be attending these meetings on the 12th.

f.) Ball Park Committee Report: Nothing to report at this time.

g.) Sheriff Department Log: Looks good.

UNFINISHED BUSINESS

A. NEW FIRE HALL, Fire Hall Committee Members Ronna Berghoff and Todd Burgess:

- Carlos Township is meeting tonight, hopefully approving the Joint Powers Agreement so we can get a Final Draft of that signed.

- Belle River Township has said “Yes, they approve of the Joint Powers Agreement”.
- Next step would be to set up a meeting to get this Joint Powers Document signed by all parties.

- B. UPDATE “NUISANCE PROPERTIES”** Committee Member Donna Eveslage reported: Most everything is looking OK. Only one that might need some attention is a residence on Carlos Avenue. There is a vehicle that is parked that does not have current tabs on. Council agreed they should be sent a letter.
- C. RESOLUTION 2024-3 FEE SCHEDULE** Updates were reviewed. Ashley Wildman made a Motion to pass Resolution 2024-3, Donna Eveslage seconded it. Motion Carried.
- D. NEW BUILDING INSPECTOR:** discussed earlier, The Rum River Company has been contacted and said they will have appropriate person get back to us next week. Clerk offered that the LMC has a way to do a general notice that we are looking for a company to fill that need. Council said to wait and see what the Rum River Company responds first.

NEW BUSINESS

- A. 2025 FIRE PROTECTION CALCULATION; DISCUSS & ASSIGN** This was discussed during the Firemen’s Report.
- B. SPECTRUM INTERNET AND PHONE FOR OFFICE:** Clerk showed comparison of prices between Spectrum and Century Link. Also the speed of Internet would increase about 10 times. Council wanted to wait and find out how the service is for Fire Hall and Event Center before committing to having the Spectrum in the Office. Council wants to also know what the “normal” rate will be after the first year of introductory price.
- C. REVIEW, APPROVE AND SIGN NEW UNION CONTRACT:** Copy of complete contract not yet available. This is tabled until next month.

MISCELLANEOUS:

- Donna Eveslage reported on the Solar Speed Signs: They all currently seem to be working; Douglas County Public Works said they did not have manpower to keep coming out here to check on them. If we continue to have problems, they suggested ordering different ones and returning these. He supplied us with contact information for the company and their warranty department.

REMINDERS of UPCOMING EVENTS: None

ADJOURNMENT: Ashley Wildman made a motion to adjourn the meeting; Donna Eveslage seconded it. Motion passed. Meeting Adjourned at 8:18pm



Lori D. Johnson, City of Carlos Clerk/Treasurer