

MINUTES of: City of Carlos Regular Council Meeting

City Hall, Carlos, Minnesota

Thursday, July 9, 2020 7:00 PM

1. Mayor Michael Bous called City of Carlos Regular Council meeting to order at 7:00 PM

2. Pledge of Allegiance @ 7:00 pm

Roll Call was taken: Mayor Michael Bous; Council Members Ronna Berghoff, Teresa Zweig, Todd Burgess and Maria Doucette were present. Public Works Official Jeff Gunderson, City Engineer Jared Voge, Fire Chief Tim Sukke and City Clerk/Treasurer Lori Johnson were present.

3. Meeting Minutes from June 11, 2020 were reviewed. Todd Burgess made a motion to approve the minutes, Ronna Berghoff seconded it. June 11, 2020 Minutes were approved.

4. Mayor asked for Petitions from the Public. Wayne Johnson came forward with a question on the Sheriff log from last month. His question pertained to a traffic stop on State Highway 29, which is outside of Carlos City limits. Council responded this sort of thing had come up before and when they questioned the report, the Officer told them that usually would pertain to an incident that began in Carlos but was completed outside city limits.

5. City Treasurer Report given by Lori Johnson

- a. Receipts included a Donation from Carlos Lions for \$7000 and a check for the sale of the City's old pick-up truck/snow plow for \$2600. We also received payments for Jeff's Street Sweeping from city of Miltona (\$1000) and Douglas County (\$1687.50). From Minnesota Management and Budget we finally received our reimbursement for expenses from the March 3 PNP (\$1433.76), checks were now written to pay judges for that event. The Fire Department /First Responders received the first half of year payment from Belle River Township for Fire Protection (\$5517.50). Gardonville paid the make-up payment from 2019 of the extra \$200/month they owed us for tower rent (\$2400). Total Receipts were \$50,077.86.
- b. Disbursements include all Claim Checks approved last month along with payroll and payroll tax payments. Total disbursements for month of June were \$20,427.37.
- c. Claims: from #1608-1636 total \$8,471.91
- d. Our current checking balance is \$141,195.76, our claims total \$8,471.91: we do not need any additional transfers. We did receive the 1st half of property tax payment of \$111,553.22 on July 1.
- e. Payment to MN PFA of \$79,125 due Thursday August 20. Our MPFA Fund will be adequately funded to take care of this in August. They are requiring the money be wired, due to Covid-19.
- f. We were refunded the payment that was made for the MCFOA conference in March (\$375.00) that was cancelled due to Covid-19 on our City Credit Card. Therefore this month the balance due was only \$26.95 Todd Burgess made a motion to approve the Treasurers' report, Teresa Zweig seconded it; motion carried 4-0.

6. Engineer Report, Jared Voge: He and Lori have been searching for the Pavement Management Plan that was put together a couple of years, not found yet. Streets in pretty good condition. Council Member Teresa asked about a particular problem in a street. Jared replied that it was actually a County road she was referring to, that he would make a call to County. Jeff Gunderson said he had already called the County pertaining to that problem, and they should be here to fix it any day now. Jared said he has put together some numbers for closed meeting afterward. Other than that, nothing to report. Available for questions.

Mayor Bous noted a couple of new people had entered into meeting; Mayor asked if they had any Petitions to Present to the Public: Steven Meyer said he was here to make a formal request that before the 4th of July, the City send out a letter pertaining to acceptable and not acceptable uses of Fireworks. Council agreed that was a reasonable request and could be done next year. This year there has been excessive use, possibly causing damage to property and continuing too late into the night. Comment was made that when Ralph Bradley asked for advice on this matter, he said "It is a State statute, don't hesitate to call the Douglas County Sheriff"

7. Public Works Report, Jeff Gunderson:

- a. Read Meters
- b. Mow
- c. Sprayed
- d. Gravel Done
- e. Training Class in Baxter on Locating

- f. Fixed Mower Several Times
- g. Chlorine Clean-up: Another tiny leak, very dangerous. Council person Maria Doucette stated that we should find out what would be the appropriate protection for working with the chlorine and order it, so that Jeff is properly protected when having to work with this chemical.

8. Clerks Report, Lori Johnson

- a. Water bills done July 7. All Meters were read.
- b. Pertaining to the residents who had been accumulating garbage: The second address said she had not been to get her mail for awhile, so she said she had not received my letter. The Deputy talked to her about the issue and told her it must be cleaned up. He said he would give her a couple days and then if not taken care of, he would be back to write a ticket. It appears these residents have taken care of disposing of their garbage. I did write and send a follow up letter, certified mail, that they would receive no further warning- if their garbage accumulates again they will be issued a Citation. Council Member Maria Doucette made the comment: that although their situation was better, there is still a problem with dead animals lying around the yard. Maria said she would personally go talk to these residents since she is a close neighbor; if that does not accomplish the clean up to our satisfaction, we will call the Sheriff and get a Citation processed.
- c. I received a call from a representative of Aagard, who owns the building across the street from the office here. He said they were allowing the group "Life Right" to use their building; and they are wondering if we had any objection to them parking a semi-trailer on their property (on the grass) for a couple of months. Council said "NO". This is not allowed.
- d. I am requesting vacation days of August 4-6 for our time share vacation. Jeff said he would get the mail that week. I do not think I need anyone else to take over my duties for that short of time. I will be able to send out water bills on August 8th. Council approved this request as long as it was well noted on the sign outside the office and the voicemail was changed.

9. Fire Department Report, by Fire Chief Tim Sukke. The new Washer/Extractor is now hooked up. This leads to another problem- that we should have a water softener in place to protect this expensive piece of equipment. Council approved the purchase of a softener to be paid for out of Fire Department Funds, under the condition they maintain it by keeping it full of salt. Council Member Maria asked about the adequacy of the water heater, to make sure it did not cause damage to the new Washer/Extractor Unit. Water Heater appears to be in good enough condition needs to have old water flushed out. "We've Got You Back" organization is going to give Fire Department \$1700 to help pay for extractor. Council Member Ronna made a motion that a portion of Lions donation be applied to paying for Extractor. Teresa Zweig seconded it; Motion carried 4-0. Alexandria is looking for some firetrucks to participate in a parade; Council approved. Fire Department Secretary Olivia Niblett stated that the percentage paid on the Fire Relief Fund is going to be dropped from 3% to 1%. Phone and Century link Internet service has been shut off. Gardonville wireless is now the internet provider through part of our contract regarding tower rent for their antennae. Tim spoke with Alan Zeithamer and was told that new superintendent seems willing to work with us on the land for the new Fire Hall. Clerk Lori stated that she had received an email stating that Rick Sanstead (new superintendent) would like to set up a breakfast meeting with Fire Chief and a couple Council Members to discuss this. We are to get 3 dates our group is available and he would choose which works best for him. Council decided that they would like the meeting to be at Herby's at 7AM. July 27, August 4 and August 10 were decided to be the dates to submit as possibilities. Fire Dept. is still planning to not have a calendar this year; letters only will be sent out to request donations.

10. Ball Park Committee Report: Clarke Comer, president of Baseball Association addressed the Mayor and Council: (1.) Thank you for quick response for the letter (2.) Because Covid-19 requirements it will be required to make an adaption to dugout fence. Clarke produced 2 quotes. Council Member Ronna requested that Clerk Lori explain about the Covid Funds that are available from State. Lori explained that Governor issued \$841 million to be available to all cities, towns, townships in state based on \$75.34 per capita. Carlos' share would therefore be \$37,595 based on our population of 499. These funds are to be used for Covid-19 Preparedness and to assist in recovery of losses already incurred. This fence adaptation project would qualify for use of these funds because the only reason they are doing it is to comply with the new Covid Regulations. Linda Dahl requested information to determine what would be an acceptable use of these funds. Ronna Berghoff made a motion to approve the fence project for the baseball field with the understanding that this expense will come out of our Covid Funding – with the stipulation that is for some reason this project is not eligible for those funds, the cost will be split 50/50 between Baseball Association and the City. Maria Doucette seconded the motion; motion passed 4-0. Council also affirmed that the Baseball Association does have approval to host Regionals.

11. Sheriff Department Log: Report available for anyone to look at on back table.

UNFINISHED BUSINESS

- A. Radio Read Meters: Council said that it is not in current budget, but we could discuss it for next year. It was agreed that this was something that we were not sure if this would qualify as an appropriate use of Covid Fund dollars. It was decided not to make a decision.
- B. Discuss background checks; Clerk Lori said she had come across a company which was offering free background checks, but it expires the end of July 2020 so is basically of no use to us. Otherwise I have a couple of examples of forms for potential volunteers or employees to sign acknowledging they understand we will be doing background checks.
- C. **REPORT FROM JOHN ROLF:**
 - CFD/Water Tower Lease** - We have received the \$2,400 in back pay for the 8 antennae on the water tower for 2019. This matter s/b closed. The telephone line and internet at the firehall from Century Link is now turned off and we are saving \$110/month. I spoke with Olivia Niblett and she says the Wisper Wireless internet works great, no issues. It has been provided by Gardonville without charge.
 - CFD contracts** - According to Rebecca Anderson the Carlos township board wants to meet with Alex FD first before they meet with City Council of Carlos. I asked if I could be present for their meeting with Alex FD. They have not met with them yet. Waiting to hear. Nothing more to do on this until they want to meet.
 - CFD** - Adam Pitcher contacted me to get the name of the Volunteer Firefighters benefit Association who provides life insurance for firefighters killed in action. I provided to him.
 - Ordinances** - Klecker is ready to move forward. We will need to pass a resolution that he is preparing. Not sure if he will get it done or not today. If he does, I will be at the meeting; if he doesn't, this will be my report. Klecker did not have it completed and John did not attend the meeting
- D. New Fire Hall-already discussed.

NEW BUSINESS

- A. Fire Works Ordinance: Council stated not necessary because already is a State law. Our City Ordinance for nuisance is sufficient.
- B. Insurance Renewal Clerk: Lori stated she needs information from Fire Chief Tim Sukke pertaining to vehicle list to complete insurance application.
- C. STATE FUNDS FOR COVID-19 – previously discussed.
- D. COVID-19 PREPAREDNESS PLAN: Ronna Berghoff made a motion to approve plan. Maria Doucette seconded it. Motion carried 4-0.
- E. Need more election judges, Raise for election judges: We have lost two of our election judges, and this year will need even more help with election due to Covid precautions. Election judges are only paid \$12.50 per hour. They should be paid more for the responsibility they carry. Council said they already approved a raise for judges; look in December 2018 minutes.

MISCELLANEOUS/ UPCOMING EVENTS Jeff Gunderson stated: Kortni Botzet Walk Fundraiser is a go for this Saturday; they will need to use City picnic tables. Jeff has it coordinated for them to use the tables and get them returned for baseball use. No Street Dance.

ADJOURNMENT: Maria Doucette presented motion to adjourn, Todd Burgess seconded it; Motion carried 4-0. July 9, 2020 Council Meeting was adjourned at 8:35pm.



Lori D. Johnson, City of Carlos Clerk/Treasurer