

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

Thursday, July 11, 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

- **Pledge of Allegiance @ 7:00 pm**

- **Roll Call** was taken: Mayor Todd Burgess, Ronna Berghoff, Donna Eveslage, and James Young were present. Ashley Wildman attended via ZOOM. Also in attendance via ZOOM was Justin Kurtz. In attendance: City Engineer Jared Voge, Fire Chief Colten Steidl & Fireman Jacob Steidl, Clerk Lori Johnson and Part Time Public Works Wanye Johnson. Also in attendance were Teresa Zwieg, Bryan Balcome, and Jason Klimek.
- **Meeting Minutes from June 20th were reviewed.** James Young made a motion to approve June Minutes, Donna Eveslage seconded them. Motion Carried. Mayor Todd clarified that in August we will need to see the updated May 5/9/24 minutes along with Separate Minutes for closed meeting held immediately after. Then those can be officially approved.
- **Mayor requested Petitions from the Public:**
Jason Klimek, resident of Carlos at 104 5th Street West, requested a variance to set back rule so that he could install a carport in his driveway. Council requested Jason fill out the Variance Application and they would look at it next month.
- **Mayor recognized Justin Kurtz**, attending via ZOOM: Justin is a licensed Operator for both Water and Waste Water currently working full time for the City of Albany. He has offered to help us out with our situation of not having anyone licensed to take care of Carlos after Jeff Gunderson has retired. He met with Ashley Wildman and Ronna Berghoff, our Personnel Committee, and they have come to an agreement to have Justin cover us until we can get our own Licensed Operator. He would only be taking care of the duties requiring a license. Justin contacted MDH and MPCA letting them know he would be handling the Licensed Operator requirements and took care of getting forms needed.

REPORTS OF OFFICERS, BOARDS AND COMMITTEES:

a.) City Treasurer Report by Lori Johnson

CLAIMS 2635 -2649 JULY 2024

Date	Vendor	Claim#	Check#	Amount
7/11/24	Douglas Cty Sheriff	2635	11753	\$901.20
7/11/24	Alex Rubbish	2636	11754	\$123.32
7/11/24	D&D Mfg	2637	11755	\$235.00
7/11/24	Brothers Market	2638	11756	\$202.26
7/11/24	Gopher State One Call	2639	11757	\$5.40
7/11/24	Thornton, Dolan, Bowen	2640	11758	\$118.50
7/11/24	Jim&Judy's	2641	11759	\$262.70
7/11/24	INSPECTRON	2642	11760	\$3,209.07
7/11/24	HAWKINS	2643	11761	\$873.72
7/11/24	SENSUS USA, INC	2644	11762	\$3,700.00
7/11/24	MN Pump Works	2645	11763	\$549.00
7/11/24	MIKE DANIELS	2646	11764	\$500.00
7/11/24	AW RESEARCH	2647	11765	\$766.00
7/11/24	XS Consulting	2648	11766	\$500.00
7/11/24	MN PFA	2649	11767	\$79,730.00
				\$91,676.17

PAYROLL CHECKS

7/11/24	JEFF GUNGERSON	11768	\$3,597.53
7/11/24	WAYNE JOHNSON	11769	\$408.19

Receipts for JUNE totaled: \$175,176.06 (includes tax settlement of \$113,166.84 and transfer from savings of \$50,000)

Disbursements for JUNE: \$146,494.87 (includes Transfer to CFD Acct. \$70,000 plus \$13,640.91 Carlos pymt & \$8,081.14 first half of Belle River)

Claims #2607 - #2634 for month of June total: \$38,253.83

Donna Eveslage made a motion to approve June Treasurer Report and Claims; Ronna Berghoff seconded it. Motion passed.

JULY TREASURER REPORT

June 30 Balance City Checking Account:	\$205,926.30
June 30 Balance Savings Account at First Western:	\$319,906.98
June 30 Balance MPFA Debt Service Fund:	\$62,820.55
June 30 Bal CD#1242780: Matures 9/18/24., 5.06%	\$200,027.40
June 30 Bal CD#1237634: Matures 12/21/24, 5.25%	\$103,403.42
June 30 Balance Bremer Savings Account	\$479,257.87
Total City of Carlos Assets as of June 30:	\$1,371,342.52

b.) Engineer Report, Jared Voge:

Update on Water Service Line Project: Everyone should have received their forms in the mail. People can fill them out and drop at City Office or use the QR code to do online. We will need photos along with the forms. We will be going door to door to check on those who have not turned in their forms. This all needs to be completed by August 15th to be eligible for State Grant.

c.) Carlos Clerk Report:

- Meters read 7/3/24. Wayne did the Readings. Water bills were done and sent Saturday July 6th. Late Fees this month were \$314.71.
- We have not received the second bill from Rose City Sign for the repair of the second stadium light. I did hear from them that the Scoreboard repair or replacement will be covered under warranty.
- Well, the old printer finally gave its last. LUCKILY, I was able to connect with John Tate, the sales rep for Innovative Office Solutions. We have been a customer of theirs well into John's time. He brought over his printer and hooked it up for me this morning. My Hero!!! Then he has a couple of quotes for ordering a new one. He said the one for \$859 would be "beefy-er" and would last us longer. Actually the listed MSRP on it is \$1,949.99. He said he would get us a good price on toner. Todd Burgess made a motion to approve the purchase of the \$859 printer; Donna Eveslage seconded it. Motion carried.
- We have the State Primary coming up August 13th. The filing dates for Carlos City positions are: July 30 through 5pm on August 13th. I have candidate filing packets available. I am offering to post a paragraph or page from any who will be running as a way to introduce yourself and tell why you would like to participate in City government. Kinda of a "Meet the Candidates" thing.

d.) Fire Department Report: Fire Chief Colten Steidl

CARLOS FIRE DEPT. CALL LOG JUNE 2024						
	<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	0	2	5	1	0	8
FIRE RESCUE	0	0	2	0	0	2

- The CFD have changed their mind on the First Responder vehicle they were considering from Rice because after closer looking it needs repairs and the sellers did not make themselves available for necessary communication. CFD is going to continue their search.
- Three new people that CFD has voted on to accept as new members:
 - (1.) Ethan Way: was a firefighter with Royalton and has all of his training.
 - (2.) Katie Hanson: was on Forada First Responders; has her EMR certifications. She is only seeking to be a First Responder, not Firefighter. This is OK because we have more medical calls than fire calls.
 - (3.) Hunter Svec: will be need to be trained.
- Carlos Days July 13th and Street Dance. Things should be pretty much as usual. Yes, Sheriff's Posse will be participating. Raffle tickets for sale. The area will be fenced off.

e.) Ball Park Committee Report, Ronna Berghoff:

- Teresa Zwieg has been mowing.
- Ronna has informed Ball Club that we approved \$1,000 for them to spend

f.) Sheriff Department Log: Was one report of a patrol on Oak Street which seems to be an error.

UNFINISHED BUSINESS

- A. NEW FIRE HALL UPDATE:** Todd Burgess reported that the Committee met on Tuesday. Set officers. Going to look for different attorney. Set Joint Powers Bylaws. Agreed that they will need a starter fund of \$10,000 and will follow the cost sharing formula, which is: Carlos City 15% or \$1,500; Belle River Township 10% or \$1,000; Carlos Township 75% or \$7,500. Subject to meeting laws. There will be recurring meetings every 2nd and 4th Monday of each month. Next step is another meeting with the 2 engineering firms. There will be a per diem rate of \$100 per meeting which will be paid by each respective unit for their own representative to the committee. Donna Eveslage made a motion to approve the \$1500 seed money as well as the \$100 per diem; James Young seconded it. Motion passed.
- B. UPDATE ON PUBLIC WORKS VACANCY:** Personnel Committee Ashley Wildman and Ronna Berghoff reported: They have conducted interviews. Have chosen one they would like to make an offer to. They will update us when they know more. We are tied to the current union contract until 12/31/2024; which means rate of pay and benefits must remain the same – according to the Union. Justin Kurtz will be employed as a city employee, not a subcontractor to simplify liabilities and insurance coverage.
- C. UPDATE “NUISANCE PROPERTIES”**
Committee Member Donna Eveslage reported: she is deciding whether to send out a second letter to one resident. Council recommended that she go ahead and proceed with that process.
- D. DECISIONS ON CONCRETE FOR SIDEWALK:** Donna Eveslage reported that she had looked at it, and it is in need of repair. City Engineer, Jared Voge, said he would go look at it and give us his recommendation.

NEW BUSINESS

- A. SIGN JOINT POWERS AGREEMENT:**
This was taken care of earlier in the meeting under the “Update on New Fire Hall”
- B. NEED APPROVAL OF PER DIEM FOR JPA MEETINGS:**
This was taken care of earlier in the meeting under the “Update on New Fire Hall”

MISCELLANEOUS:

- Mayor Burgess stated we need to schedule a budget meeting.
It was decided to schedule it for August 28 at 6 pm. A second meeting was scheduled September 12th before the Council Meeting at 6pm.
- Wayne Johnson reported that for the Public Works Report he has completed required readings, flushing of filters and pond responsibilities. Met with Justin Kurtz to discuss what he would like him to do to assist him.

REMINDERS of UPCOMING EVENTS:

- Carlos Dayz in July

ADJOURNMENT: Donna Eveslage made a motion Adjourn; James Young seconded it. Motion carried.
Meeting was closed at 8:23 pm



Lori D. Johnson, City of Carlos Clerk/Treasurer