

# MINUTES

## City of Carlos Regular Council Meeting

### City Hall, Carlos, Minnesota

Thursday, June 11, 2020 7:00 PM

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

2. Pledge of Allegiance @ 7:00 pm
3. Roll Call was taken: Mayor Michael Bous; Council Members Ronna Berghoff, Teresa Zweig, and Todd Burgess were present. Council Member Maria Doucette and Public Works Official Jeff Gunderson were not in attendance. County Engineer Jared Voge, Fire Chief Tim Sukke and City Clerk/Treasurer Lori Johnson were present.
4. Meeting Minutes from May 14, 2020 were reviewed. Ronna Berghoff made a motion to approve the minutes, Todd Burgess seconded it. May 14, 2020 Minutes were approved.
5. Mayor asked for Petitions from the Public. No one came forward with a petition.
6. City Treasurer Report given by Lori Johnson
  - a. Receipts included a \$4,802.33 an "Advance for January-February 2020 Delinquent Tax Settlement" payment from Douglas County. We are expecting our larger settlement towards the end of June. Transferred \$18,000 from the Waste Water Fund to the Water Fund, as previously done by John to rectify the balances to an acceptable level by MPFA. This is normally done in the end of the calendar year; I was not sure exactly which account numbers to use and the formula to determine the amount, so it was not done until May. Total Receipts were \$49,419.33.
  - b. Disbursements include all Claim Checks approved last month; the 3 debits that were outstanding 5/31/20 have now cleared. The same transfer, mentioned above, the \$18,000 from Waste Water Fund to Water Fund is included also in the Disbursements Register. Total disbursements for month of May were \$62,290.60.
  - c. Claims: from #1595-1607 total \$26,216.04
  - d. Our current checking balance is \$22,913.09, our claims total \$5,728.07: we do not need any additional transfers. We will be getting the 1<sup>st</sup> half of property tax payment in June.
  - e. We received a \$7000 donation from the Lions.
  - f. The pickup & plow sold to Darren Keller's Dad for \$2600.
  - g. 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.
  - h. I received notice that we will be completely refunded the payment that was made for the MCFOA conference in March (\$375.00) that was cancelled due to Covid-19. We have not yet actually received the funds.
  - i. We received a direct deposit from the Secretary of State for reimbursement for expenses of the PNP. This deposit will be used to pay the judges who worked that event. Also there was a charge for food from Herby's that was put on the company credit card that will be reimbursed to the City.

Todd Burgess noted that when we receive a donation, we need a resolution to accept it. Lori stated she would have one ready before meeting adjourned. It was also decided that a portion of this donation go into the Firemen's Fund to help pay for the new washer/extractor. Teresa made a motion to approve the Treasures' report, Ronna seconded it; Motion carried 4-0.
- 8 Engineer Report, Jared Voge: Nothing to report. Available for questions.
9. Public Works Report, Jeff Gunderson: Not Available.
10. Clerks Report, Lori Johnson
  - a. Water bills done June 6. All Meters were read.
  - b. Our Water Manager has received a Commendation for Exceptional Compliance of protecting the waters of MN.
  - c. I prepared and sent letters to residents who have been accumulating garbage, copy included in packet. Called Sheriff's Office to find out next step. Deputy Bob Peper came by the office; I gave him the addresses and copies of letters I sent along with copies of our Ordinance regarding garbage and penalty for not complying. He went to each of the 2 addresses: the first one had complied- all garbage was gone and they now have the Alex Rubbish totes. The second address said she had not been to get her mail for awhile, so she said she had not received my letter. He 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.
  - d. I have been working on dog licensing and obtaining rabies vaccination vet records. There was a resident in with a complaint about someone else's dog which the owner was walking on a leash but still allowed the dog to come into their yard, where their own dog was tied up. There was harm done to the dog which was tied up requiring vet services.
  - e. I received an Email from our City Attorney regarding the Muyres Estate property. I have enclosed a copy for your consideration.
  - f. John reminded me that the budget process should soon begin. He said he could assist me with that if Council approved.
  - g. I Emailed Alan Zeithamer asking for a progress update on the school property we want for the new Fire Hall.

**11. Fire Department Report**, by Fire Chief Tim Sukke Nice to finally get back to having meetings and training. Tim also spoke with Alan Zeithamer and was told Alan believes we should have something figured out within the next 60 days. Birthday Parades have been discontinued. They are planning to get new Washer/Extractor hooked up, now that they are having meetings & trainings. Fire Dept. is still planning on having calendar if enough businesses decide to buy ad space. New candidate to be a Fireman. Council asked him where this person lives. He is 10-12 minutes outside of City. Council agreed it was too far, especially considering we have plenty of Firemen already available. It was decided to hang Ed's gear in a Memorial Case, and display in new fire hall.

**12. Ball Park Committee Report:** Ronna reported that there will be no Carlos Cubs this summer due to covid-19 regulations; she did not know yet about White Cats or Cougars.

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

### UNFINISHED BUSINESS

A. Report from Dean Ielertson on Radio Read Meters.

B. Background checks: John Rolf commented that once the New Ordinances are approved, background checks are required for all Employees and Volunteers. Todd Burgess made a motion that background Checks be Required, Teresa Zweig seconded it; Motion passed 3-0.

C. John Rolf Reported: he has 4 Items: (1.) Discrepancies between townships and city on fire calls be resolved; was suggested that 4<sup>th</sup> Thursday of June at Carlos Township meeting, at least 3 Carlos City Council attend to discuss and attain a solution. Meeting needs to be publically announced. (2.) Contract between Wisper Wireless and City is completed, we should expect one more check for increase pertaining to 2019 of \$2400. (3.) Budget planning usually begins about July for next year; John offered to be available to show Lori process on CTAS. (4.) Ordinances are about halfway ready. Covid situation has slowed everything down with everyone working from home, etc. The company we are working with is from Ohio. If John is able to get it finished within next 2 weeks, we will need to announce a public hearing for next meeting.

D. New Fire Hall: At stand still until we hear from DIST206.

E. Report from Council Members who attended Belle River Meeting: Todd Burgess and Teresa Zweig. They are on board with it; suggesting we should get a committee of 2 Belle River township, 2 Carlos Township and 2 Carlos City Council members to be on planning committee.

### NEW BUSINESS

A. **Insurance Renewal.** Needed a signature from Mayor on waiver form, need to verify list of property, list of vehicles need to verify with Fire Department. We will have more information, including a price, next month's meeting.

B. **Rod & Gun Club Raffle License:** They have not set a date yet; just want City's permission and Signature on Form LG220.

C. **Filing for City Offices July 28 and August 11, 2020.** 2 Council seats (Maria Doucette and Todd Burgess) and Mayor are up for election in November 2020.

**MISCELLANEOUS/ UPCOMING EVENTS:** Peter Voit, Carlos citizen raised question about water bill. He is wondering if the cost of water bill would go down once the new water facility is paid for. The Bond paying for this will not be done until August of 2045. Discussion about Street Dance: still do not know for sure, a band has been tentatively booked, depends on orders from Governor. Teresa brought up issue about kids skateboarding on some of residents private property, without permission. Todd questioned the Kortni Botzet flyer being sent out with the letters pertaining to dog licensing, that it was not City business, and did not need to be sent out from City, that we usually might have that in a newsletter. Lori Johnson told him that since we have not had a newsletter go out for a very long time, and it did not cost the City any additional postage, that it was just a courtesy to let residents know because it was an event approved at the last meeting. Also while I was processing these dog letters, I received a call from Julie Anderson County Emergency Management Director, asking for help in getting notice out about Census. I told her I could slip it in with current mailing. Todd asked about the Resolution to approve donation from Lions: Ronna made motion to approve Resolution 6-11-2020, Todd Seconded it; Motion passed 3-0.

**ADJOURNMENT:** Todd Burgess presented motion to adjourn, Ronna Berghoff seconded it; Motion carried 3-0. June 14, 2020 Council Meeting was adjourned at 8:20pm.



Lori D. Johnson, City of Carlos Clerk/Treasurer