

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

Thursday, June 20, 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, Donna Eveslage, Ashley Wildman, Ronna Berghoff and James Young were present. In attendance: City Public Works Manager Jeff Gunderson, City Engineer Jared Voge, Fire Chief Colten Steidl and Clerk Lori Johnson. Also in attendance were Jackie Dokken, Teresa Zwieg, Chad Weller, Bryan Balcome, Mike Angland, Dan Nokovich, Dean Lindstrom (Lion’s President), and Rebecca Petersen (representative from WCI)
- **Meeting Minutes from May 9th were reviewed.** Ashley Wildman made a motion to approve May Minutes with a correction on the opening and closing of Closed Meeting after the Regular Meeting had been adjourned. Clerk said she would immediately fix that. Mayor said we would come back to that later.
- **West Central Initiative, presented by Rebecca Lynn Petersen:** Rebecca handed out some packets from WCI and proceeded to go through them to point out several services they have provided within City of Carlos and additional services and projects they have available that Carlos is welcome to participate in: Report Rural Democracy Program, Rural Belonging, Child Care Crisis. Ms. Petersen pointed out that being a not for profit they do not receive tax dollars so they would appreciate a donation. Dan Nokovich made a suggestion for an event next winter to link small towns – a dog sledding run.
- **Dean Lindstrom, LIONS:** Presented City of Carlos with an additional donation of \$500. Made a request for a new cooler out at ball field that they are able to get from the old D Michael’s Restaurant for \$500. Ronna Berghoff made a motion to approve the purchase of the used cooler for \$500; Donna Eveslage seconded it. Motion carried.
- **Mayor requested Petitions from the Public:**
Dan Nokovich requested that the sidewalk in front of his property be repaired and Life Right would like the sidewalk extended all way to corner in front of their property. Jeff Gunderson pointed out in the past the sidewalk expense has been split between Carlos and Douglas County because that is a county road.

Mayor requested Petitions from the Public:

REPORTS OF OFFICERS, BOARDS AND COMMITTEES:

a.) City Treasurer Report by Lori Johnson

JUNE TREASURER REPORT

May 31 Balance City Checking Account:	\$129,297.17
May 31 Balance Savings Account at First Western:	\$368,714.30
May 31 Balance MPFA Debt Service Fund:	\$57,605.66
May 31 Bal CD#1242780: Matures 9/18/24., 5.06%	\$200,027.40
May 31 Bal CD#1237634: Matures 12/21/24, 5.25%	\$103,403.42
May 31 Balance Bremer Savings Account	\$477,981.07
Total City of Carlos Assets as of May 31:	\$1,337,029.02

Receipts for May totaled: \$45,777.18 Disbursements for May: \$28,229.22

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

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

ELECTION JUDGES PAYROLL				
6/20/24	DARLA BARKER		11718	\$173.15
6/20/24	NICOLE BOTZET		11719	\$90.04
6/20/24	JACKIE DOKKEN		11720	\$357.16
6/20/24	SUSAN MIDBOE		11721	\$410.73
6/20/24	MARCIA OKERLUND		11722	\$13.85
6/20/24	JEFF SCHIFFMAN		11723	\$96.97
6/20/24	BARBARA TRENNE		11724	\$249.34
				\$1,391.24

CLAIMS 2607 -2634 JUNE 2024				
Date	Vendor	Claim#	Check#	Amount
6/20/24	JACKIE DOKKEN	2607	11725	\$45.56
6/20/24	SUSAN MIDBOE	2608	11726	\$45.56
6/20/24	JEFF SCHIFFMAN	2609	11727	\$13.40
6/20/24	BARBARA TRENNE	2610	11728	\$13.40
6/20/24	Douglas Cty Sheriff	2611	11729	\$901.20
6/20/24	Alex Rubbish	2612	11730	\$274.01
6/20/24	D&D Mfg	2613	11731	\$235.00
6/20/24	Brothers Market	2614	11732	\$401.66
6/20/24	Gopher State One Call	2615	11733	\$8.10
6/20/24	Thornton, Dolan, Bowen	2616	11734	\$1,783.50
6/20/24	Bolten & Menk	2617	11735	\$108.00
6/20/24	ESRI	2618	11736	\$1,247.00
6/20/24	MN DEPT HEALTH	2619	11737	\$554.00
6/20/24	MENARD'S	2620	11738	\$220.95
6/20/24	Alex Irrigation & Landscaping	2621	11739	\$232.95
6/20/24	Ellingson Plumbing, Heating	2622	11740	\$140.00
6/20/24	Tim Sukke Excavating	2623	11741	\$150.00
6/20/24	J&R Wastewater	2624	11742	\$12,535.79
6/20/24	Alexandria Electric	2625	11743	\$7,814.67
6/20/24	Rose City Sign	2626	11744	\$3,009.50
6/20/24	Doug Cty Auditor/Treasurer	2627	11745	\$44.00
6/20/24	Lori Johnson	2628	11746	\$13.40
6/20/24	XS Consulting group	2629	11747	\$1,096.69
6/20/24	Zwieg's Service	2630	11748	\$705.00
6/20/24	MN Assoc. of Sm Cities	2631	11749	\$371.00
6/20/24	MCFOA	2632	11750	\$50.00
6/20/24	Advanced Fire Training	2633	11751	\$750.00
6/20/24	Ultimate Safety Concepts	2634	11752	\$5,489.49
				\$38,253.83

b.) Engineer Report, Jared Voge:

Still working with the ESRI for the Lead Service Line Inventory/GIS Project; they will likely be sending out a mailing to all residents to request a picture from inside their home of the connection on their side. It would be good to put out a city alert to look for this mailer.

c.) Public Works Report, Jeff Gunderson:

- Jeff reported that in putting in water meters throughout town that he personally witnessed (but does not have documentation) that all water lines in Carlos are either ½” or ¾” copper or ¾” or 1” poly; with the exception of one residence which has 5/8” lead service.
- Sewer Cleaners have finally come; they have been delayed the last couple of years due to health problems and equipment failures. Now I am having them do at least double to catch up. They have been pulling out extremely large roots and grease and hair balls, so it is very good they are finally able to service us now.
- Minnesota Pumps has been here to clean and service pumps; new calibrations are done.
- Pond Discharge is going well, about ¾ done. Samples taken, done. Hopefully Monday I will be starting the transfer. I’ve been showing Wayne some things, having him follow me so will know how to shut it off and take measurements; as well as showing him where things are (fittings for school when they get ready to put their new water line in)
- Burn Pile: needs someone like Lakes Area Exc.to go in there and pick up piles and shake off some of dirt and mud so it can burn, and to push up piles. Colten Steidl said fire department is taking care of that.

- Sunday, Lee Muyres will be mowing and making hay on the big lot where new fire hall will be and then also do out by the ponds.
- Sprayed ball park, main street sprayed.
- Served City of Carlos for 25 years.

d.) Carlos Clerk Report:

- Meters read 5/31/24. Jeff had Wayne do the Readings because he was busy with something else. Water bills were done and sent June 6th. Late Fees this month were down to \$280.18.
- We received the bill from Rose City Sign repair of one of the stadium lights. There will be another coming. Also, the Scoreboard has had a huge voltage surge, probably lightning hit again. Rose City ordered the parts to fix it. They were also going to check with the company we just bought this one from and see if we can file it under warranty. If not, when we have the total cost to repair it, and if it is more than our deductible we will be filing another insurance claim.
- The printer has been groaning and acting up. The person that has for years come to work on it has retired. He gave me a name of someone we could call to replace him. This person was from Fargo. I called and when after he got the model #, he told me that they would not repair it because it is too old. So I figured if we have to replace it I would get quotes from companies in Alexandria.
- We finally got the reimbursement check from the Political Parties to cover the Presidential National Primary. I paid Judges for their work on the PNP and their training thus far. There is more training required. I attended a required training for Clerks, pertaining to the upcoming election. Candidates in cities where a primary is **not held** may file from July 30, 2024 until August 13, 2024 at 5 pm. The main primary will be Tuesday August 13th. The Election will be November 5th

d.) Fire Department Report: Fire Chief Colten Steidl

CARLOS FIRE DEPT. CALL LOG MARCH 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	2	1	6	0	0	9
FIRE RESCUE	0	0	2	0	0	2

- Colten reported they have more actively looking for replacement for First Responder vehicle. Found one in Rice, that has most of what they have been looking for, except it has diesel engine. It is a 2018 and they are asking \$100,000. We have between the ARP funds and what's left of MN Safety Grant totaling about \$50,000. We are on agenda to address Carlos Township at their meeting next Thursday to request special extra funding. Wondering if City of Carlos would be interested in contributing extra as well. Where we are looking at this vehicle they have said they would consider some allowance on trade in of old First Responder vehicle (would probably be about \$5,000). LIONS have contributed a \$6,000 donation. There is \$10,000 in budget set aside towards a new responder vehicle. Teresa Zwiag commented about the fund that was earmarked for First Responders that is currently being worked on by Attorney Michael Cass is still in limbo. Ronna Berghoff said it seems attorneys seem to need constant reminders to complete projects for us. Teresa said she would give them another call. James Young made a motion for City of Carlos to contribute up to \$25,000 towards purchase of this vehicle, Ronna Berghoff seconded it. Motion carried.
 - Things seem to be on track for Carlos Days July 13th. The crash vehicle will be out on display. Posters are out.
- e.) Ball Park Committee Report, Ronna Berghoff:**
- Netting above the playground needs to be replaced.
 - Paint post by stand
 - Council approved \$1,000 for Ball Club to use to replace the net and other things they need
- f.) Sheriff Department Log: Looks good.**

UNFINISHED BUSINESS

- A. NEW FIRE HALL UPDATE:** Todd and Ronna reported that after having to call Attorney Klecker 38 times, they finally had the Joint Powers Agreement completed. They had a meeting with Ball Park committee; going through agreement line by line, all agreed it was good. Cost sharing formula is Carlos City 15%, Belle River Township 10%, Carlos Township 75%. This is for building cost and maintenance of new fire hall. Operating expenses will continue as always has been. Voting Power is: 2 members from Carlos Council, 2 members from Carlos Township and 1 member from Belle River. Some of initial voting will have to be unanimous, thereafter decisions will be made on 3/5 majority. There will be a chair and vice-chair appointed. Upcoming meeting on Tuesday with Engineers and Jason Murray.
- B. UPDATE “NUISANCE PROPERTIES”**
Committee Member Donna Eveslage reported: she has sent out a couple of letters. Donna asked Council how particular should she be? Council responded that if the lawns are mowed and at least an attempt to take care of things, that is good enough. Mayor Todd said in response to the example where Donna reported that bushes were growing in front on someone’s front steps that that was his prerogative and none of our business.
- C. NEW BUILDING INSPECTOR:** There does not appear to be any alternative from the company we currently have. For now, just leave it at that but keep on radar in case some one becomes available.

NEW BUSINESS

A. Resolution to receive donation to City of Carlos and CFD from LIONS

Resolution 6-20-2024A Donation from LIONS to City for \$27,000. Donna Eveslage made motion to approve, James Young seconded it. Motion carried.

Resolution 6-20-2024B Donation from LIONS to Fire Department for \$6,000. Donna Eveslage made motion to approve, James Young seconded it. Motion carried.

Resolution 6-20-2024C Donation from LIONS to Carlos Residents that are having trouble paying their water bill for \$1,000. Ronna Berghoff made motion to approve, Donna Eveslage seconded it. Motion carried.

- B. DISCUSSION ON PUBLIC WORKS VACANCY:** Mayor Todd referred to Personnel Committee, which consists of Ashley Wildman and Ronna Berghoff. Ashley asked if she could meet with Jeff to get a summary of duties so she can write up a job description for posting. Jeff said he has D Waste Water and C Water License. It requires certain amount of schooling, passing a test and a few years of work experience to obtain these Licenses. Justin Kurtz, through zoom, participated in meeting. He said he had heard through MRWA that we our Licensed Operator was retiring. He said he is interested in helping us out with just the things that require Licensed Personnel until we have someone hired full time. He said he would have to check with MDH and MPCA to find out the number of hours necessary to satisfy requirements. Justin lives in Albany, 52 miles from Carlos. Justin suggested posting job this vacancy through MRWA and LMC. Ronna and Ashley told Justin they would be in touch.

MISCELLANEOUS:

REMINDERS of UPCOMING EVENTS:

- Carlos Dayz in July

ADJOURNMENT: Ashley Wildman made a motion Adjourn; Ronna Berghoff seconded it. Motion passed. Meeting was closed at 9:08pm



Lori D. Johnson, City of Carlos Clerk/Treasurer