

MINUTES of: City of Carlos Regular Council Meeting City Hall/ Office, Carlos, MN**Thursday, January 1, 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, City Clerk/Treasurer Lori Johnson, Public Works Manager Jeff Gunderson, Part-Time Public Works Wayne Johnson, Bryan Balcome and Tera Zwiag.

3. Meeting Minutes from December were reviewed. Ronna Berghoff made a motion to approve December Minutes; James Young 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**

December 31 Balance City Checking Account:	\$164,101.15
December 31 Balance Savings Account:	\$406,149.91
December 31 Balance MPFA Debt Service Fund:	\$ 40,436.40
December 31 Balance CD#1237632: Special 6 mo., 5.1%	\$101,369.57
December 31 Balance CD#1237634: Special 12 mo., 5.25%	\$103,403.42
December 31 Balance Bremer Savings Account:	<u>\$471,564.17</u>
Total City of Carlos Assets December 31, 2023:	\$1,287,024.62
Carlos Fire Dept CD #1237127: 12 mo., 3.75%	\$ 67,397.66

CLAIMS 2504 -2524 JANUARY 2024

<u>Date</u>	<u>Vendor</u>	<u>Claim#</u>	<u>Check#</u>	<u>Amount</u>
1/11/24	Douglas Cty Sheriff	2504	11589	\$875.00
1/11/24	Alex Rubbish	2505	11590	\$118.44
1/11/24	D&D Mfg	2506	11591	\$235.00
1/11/24	Brothers Market	2507	11592	\$99.05
1/11/24	Jim & Judy's	2508	11593	\$137.81
1/11/24	AUTO Value Parts	2509	11594	\$2.04
1/11/24	Thornton, Dolan, Bowen	2510	11595	\$290.00
1/11/24	Doug Cty Treas	2511	11596	\$50.84
1/11/24	Community Education	2512	11597	\$750.00
1/11/24	DSG	2513	11598	\$70.32
1/11/24	Inspectron	2514	11599	\$75.00
1/11/24	Lake Region Firefighters	2515	11600	\$40.00
1/11/24	MN Public Facilities	2516	11601	\$8,730.00
1/11/24	IUOE	2517	11602	\$399.00
1/11/24	Buy-Mor Parts& Service	2518	11603	\$3,523.22
1/11/24	Great Plains Fire	2519	11604	\$4,072.90
1/11/24	North Ambulance	2520	11605	\$400.00
1/11/24	Andy Schmitz	2521	11606	\$78.60
1/11/24	Kalin Hacker	2522	11607	\$109.35
1/11/24	Evan Hacker	2523	11608	\$50.37
1/11/24	MN DVS	2524	11609	\$60.75
1/11/24	Wayne Johnson	PAYROLL	11610	<u>\$20.77</u>
				\$20,188.46

RECEIPTS for December totaled:**\$147,292.79**

(this includes \$74, 966 from State LGA
& Public Safety Grant)

DISBURSEMENTS for December

Totaled:

\$44,654.25**CLAIMS #2504-#2574 for January**

total:

\$20,167.69

Late Fees on December Water Bills sent

January 6th:

\$462.89

Ashey Wildman made a motion to approve
the Treasurer Report and Claims;

Donna Eveslage seconded it.

Motion Carried.

b.) Engineer Report, Jared Voge: Nothing to Report at this time; Available for any questions.

c.) Public Works Report: by Jeff Gunderson

- Touch up of MPCA data; including they now have a separate address where they want the report for phosphorus sent along with a couple of new amendments that I have been working on.
- Water Tests a Well House: everything perfect Iron 0, Magnesium 0, everything stable. Calibrations are very good: out of a million gallons per month of water used, Lift Station differs by only 400 gallons.
- Basin we put our Waste Water in, the top of it has started to deteriorate. I called Scott and Luke from Eagle Construction (the contractors who built the well house) to come over and look at it so we can figure out how to fix it. They suggested having Alex Extrusion build a cover for it.
- Sewer Cleaners did not show up again this year. None of the towns in the area that they usually service have not heard anything from them either. My plan is to check out at the upcoming Rural Water Conference to see what company would be the best alternative.

d.) Carlos Clerk Report, Lori Johnson:

- Meters read 12/29/23. Water bills were done and sent January 6th. Late Fees this month were \$462.89.
- I received an email asking to post information about fly-in fishing trips in Canada. I emailed a copy of this to all Council for their opinion. *Council said that would be inappropriate for City webpage.*
- I also emailed Council with the information I was sent regarding Clearance Sale information on Holiday lighting. Last year we had discussed this may be something you would want to consider. *Council said they will look it over and we can discuss it next month. Council asked Jeff Gunderson his thoughts on this: he said what we could use the most are new pole decorations; there are 7 of them.*
- I did contact Rose City Sign regarding Stadium lights. Of course, now that we finally got winter weather, it will have to wait until Spring.
- I will be attending a Regional MCFOA meeting on January 26. They are having 3 speakers on important topics. I am not planning on going to the state MCFOA Conference this year.

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	0	5	4	0	11
FIRE RESCUE	0	1	0	0	0	1

- Colten spoke to Lakes Area Excavating and they now have pushed brush pile up and together, so it is ready to burn – dependent on the weather.
- When we took Unit 5 to Fergus Falls to have the pump repaired, they found an oil leak- so we got that fixed too.
- The CD that is coming into maturity: we decided not to roll that into another CD, rather we will cash it out. We have retirements coming up in a few months that we will need to pay out.
- Olivia Niblett has decided to terminate her leave of absence and is going to resign from the Fire Department.
- We have decided to add the fireman from who is active on Elbow Lake fire department, but now lives within 2 miles of Carlos (still works in Elbow Lake) This is a positive because he already has all the training.
- Tim Sukke will be retiring on his anniversary date this year; he will have 27 years of service.
- *Council Member Ronna Berghoff asked Colten if the fire department had considered the possibility of putting up a skating rink. Colten said no, they hadn't considered that.*
- *Question from Wayne Johnson: how do they notify the public when they are going burn the brush pile so they all don't call in. Colten said that they notify Douglas County dispatch before they light the fire. Also we do have the public alert system through our Carlos software.*

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

g.) Sheriff Department Log: Looks good.

UNFINISHED BUSINESS

- A. TOBACCO ORDINANCE:** Ronna Berghoff made a motion to approve the Ordinance that Clerk had prepared; Donna Eveslage seconded it. Motion Carried.
- B. 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”.
- C. UPDATE “NUISANCE PROPERTIES”** Committee Member Donna Eveslage reported: Only one that might need some attention is one residence on Douglas. They have been sent a letter and still have not complied. Ronna said she would send a text message as their last warning before they receive a citation from Douglas County Sheriff. Donna reported that all others have complied.

NEW BUSINESS

- A. Board of Appeal and Equalization Training:** Now that Carlos is over 500 population, we are required to have voting members who have completed the Training for Board of Appeal and Equalization. This is something all Council members will take online.
- B. Resolution to receive donations to Fire Department from WCI and from Brenton:** Donna Eveslage made a motion to pass this Resolution; Ashley Wildman seconded it. Motion Carried.
- C. 2024 Resolution to Appoint Annual Designations: See RESOLUTION 2024-1**
- D. Approve 2024 Fee Ordinance Schedule:** this was tabled until next month when we will have an updated report with new building permit fees included.
- E. Resolution to approve Electronic Funds Transfers:** Ashley Wildman made a motion to approve RESOLUTION 2024-2; Donna Eveslage seconded it. Motion carried. See attached approved Resolution 2024-2.
- F. Resolution to Approve New amount to be auto-transferred monthly from checking to the MPFA Savings Fund:** The monthly amount to transfer from checking to the MPFA savings account will continue to be \$5,000. Ashley Wildman made a motion to approve RESOLUTION 2024-4; Ronna Berghoff seconded it. Motion carried.

MISCELLANEOUS:

- Ronna Berghoff brought up that Seeking a New Building Inspector should be on Agenda for February. Ronna Berghoff sent Clerk the name Jared Voge had suggested as someone to contact.
- Todd Burgess made the suggestion that we all should try to be more prepared to come to meeting; having reviewed available information beforehand.
- REMINDERS of UPCOMING EVENTS: None

ADJOURNMENT: Donna Eveslage made a motion to adjourn the meeting; Ronna Berghoff seconded it. Motion passed. Meeting Adjourned at 8:24pm



Lori D. Johnson, City of Carlos Clerk/Treasurer