**MINUTES of: City of Carlos**

**Meeting was available to be attended in person or over Zoom.**

**City Hall/ Office, 109 1st St W Carlos, MN 56319 Thursday, July 10th, 2025 @ 7:00 PM**

 **Mayor Ronna Berghoff called the City of Carlos Regular Council meeting to order at 7:00pm.**

* **Pledge of Allegiance 7:00 pm**
* **Roll Call -** the following were present Mayor Ronna Berghoff, Council Persons Ashley Wildman, Damon Bullock, and John Trenne were present. In attendance: Rebecca Peterson with West Central Initiative, Clarke Comer with Farmers Insurance, City Clerk Donna Eveslage, Fire Chief Colton Steidl and Deputy Chief Jacob Steidl, Jared with Bolton & Menk, Public Works Kalin Hacker, Deputy Clerk Jackie Dokken, Teresa Zwieg and Todd Burgess. No attendance via Zoom.
* **Meeting Minutes from June 12th, 2025, were reviewed.** Damon Bullock made a motion to approve June minutes; Ashley Wildman seconded them. Motion Carried.
* **Mayor requested Petitions from the Public:**
	+ Rebecca from West Central Initiative provided an organizational update, thanked us for the previous donation, provided information about a grant that would be available in the Fall of 2025, Mayor Ronna asked about their ability to help with updating our downtown she advised us to watch for funding opportunities.
	+ Clarke Comer from Farmers Insurance was here to provide an update on city insurance renewal for 2025-2026
	+ Dean Lindstrom – Not present

**REPORTS OF OFFICERS, BOARDS AND COMMITTEES:**

1. **City Treasurer Report**

**JULY TREASURER REPORT**

JUN 30 Balance City Checking Account: $297,579.66

JUN 30 Balance Saving Account at First Western: $444,144.71

JUN 30 Balance MPFA Debt Service Fund: $ 60,129.10

JUN 30 Bal CD#1242780 Matures 9/18/2025 (4.10%): $209,870.80

JUN 30 Bal Bremer Saving Account: $493,650.23

**Total City of Carlos Assets as of JUNE 30th: $1,644.771.37**

JUN 30 CFD Saving Account: $140,479.46

**Receipts for JUNE totaled: $184,468.21 Disbursements for JUNE totaled: $56,613.06**

**CLAIMS 2903-2927 JULY 2025**

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| **Date** | **Vendor** | **Claim#** | **Check#** | **Amount** |
| 7/10/2025 | Ace Hardware | 2903 | 12096 | $312.89 |
| 7/10/2025 | Alex Rubbish | 2904 | 12097 | $340.14 |
| 7/10/2025 | Alexandria Technical & Community College | 2905 | 12098 | $2,091.00 |
| 7/10/2025 | Auto Value | 2906 | 12099 | $136.54 |
| 7/10/2025 | AW Research Laboratories, Inc. | 2907 | 12100 | 504.00 |
| 7/10/2025 | Brother’s Market Stores | 2908 | 12101 | $386.10 |
| 7/10/2025 | Carlos Township | 2909 | 12102 | $28.00 |
| 7/10/2025 | Douglas County Recorder’s Office | 2910 | 12103 | $46.00 |
| 7/10/2025 | Donna Eveslage | 2911 | 12104 | $130.70 |
| 7/10/2025 | Douglas Cty Demolition | 2912 | 12105 | $55.28 |
| 7/10/2025 | D&D Distributing and Mfg | 2913 | 12106 | $240.00 |
| 7/10/2025 | Display Sales | 2914 | 12107 | $3,028.00 |
| 7/10/2025 | Douglas Cty Sheriff’s Office | 2915 | 12108 | $901.20 |
| 7/10/2025 | Gopher State One-Call | 2916 | 12109 | $2.70 |
| 7/10/2025 | Hawkins | 2917 | 12110 | $536.57 |
| 7/10/2025 | Hydronic Distributions Center | 2918 | 12111 | $723.00 |
| 7/10/2025 | Menard’s  | 2919 | 12112 | $50.43 |
| 7/10/2025 | MN Fire Serv Certification Board | 2920 | 12113 | $262.00 |
| 7/10/2025 | Moench Body Shop | 2921 | 12114 | $77.40 |
| 7/10/2025 | MN Public Facilities Authority  | 2922 | 12115 | $80,375.00 |
| 7/10/2025 | Thorton, Dolan, Bowne, Klecker | 2923 | 12116 | $426.00 |
| 7/10/2025 | Tim Sukke Excavating Inc | 2924 | 12117 | $2,499.05 |
| 7/10/2025 | USA Bluebook | 2925 | 12118 | $171.32 |
| 7/10/2025 | Inspection, Inc | 2926 | 12119 | $75.00 |
| 7/10/2025 | MN Dept of Labor & Industry | 2927 | 12120 | $177.00 |
|  | **TOTAL**  |  |  | **$93,575.32** |

Jon Trenne made a motion to approve the Claims Report; Damon Bullock seconded them. Motion carried.

1. **Fire Department Report: Fire Chief Colten Steidl**

|  |  |
| --- | --- |
| **CARLOS FIRE DEPT. CALL LOG June 2025** |  |
|  | **City of Carlos** | **Belle River** | **Carlos Township** | **Alex Township** | **Mutual Aid** | **TOTALS** | **Weather** |
| **MEDICAL** | **2** | **0** | **7** | **1** | **0** | **10** |  |
| **FIRE RESCUE** | **0** | **0** | **2** | **0** | **0** | **2** | **2** |

**Parade at 2pm on 7/12/2025, Water fights to follow at 3pm, Street Dance from 8:30-12:30**

1. **Engineer’s Report: Jared Voge**
* Lead service lines – we have around 90 residents that have not responded, discussed that we will need to work with residents to get this project completed this fall.
* Water tower – question was asked if we have enough compacity withstand more growth within our community, the answer was YES there is plenty of room.
* Suggestions was made to resurface streets, especially the East Side of town or at least consider seal coating.
1. **Public Work Report: Kalin Hacker**
* Streetlights are up and running. Streets were swept this week in preparation for Carlos Days.
* Well inspected needs to pull pump to inspect as it’s been 9 years since last inspection.
* Andy’s Auto Repair is working on the City Truck as it broke down this past week.
* Discussed the benefits of backup generator for the water pump – Kalin will do some more research and provide an update. DNR offers these to fire department for the cities.
* Scoreboard being looked at the Indigo Signs
* Resident at 107 Muyers Street has a leak on the city side – working with plumber to have this fix
* Johnson’s Jetliner proposed a 5-year sewer cleaning maintenance program starting in 2025. This was approved and will move forward with Johnson Jetliner.
1. **Clerk’s Report: Donna Eveslage**
* Meters were read on June 30th, bills sent out on July 3
* Grant from CenterPoint Energy was approved for AED and training
* Discussed Trespassing Invoice – council agreed this stands as originally billed, Donna will notify the business
* Advised the council of the June 24th meeting it was agreed I should work on creating a Personnel Handbook, discussing briefly the new changes for PFML that is coming into effect 1/1/2026
* The council agreed Donna could go to training in Staples on September 4th-5th.
* Asked council if anyone would be interested in attending LMC Meeting in Garfield on 7/29/2025 @ 8:30-9:30
1. **Sheriff’s Log –** looked good, no concerns.
2. **Ball Park Committee Report –** nothing to update

**UNFINISHED BUSINESS**

1. **New Fire Hall Update:**
	1. Created a building committee
2. **Nuisance Properties:**
	1. Send letter to Post Office – letter was not sent because on 7/14/2025 it appears that the weeds and tall grass was taken care of.
	2. Send letter to 10 Carlos to take of tall grass within their fence

**NEW BUSINESS**

1. **New Lease Agreement** extended to 2031. Ronna and Donna will go to the bank to get this signed with a notary.

Jon Trenne made a motion to approve extending the lease to 2031; Damon Bullock seconded them. Motion carried.

**MISCELLANEOUS**

1. Low hanging branches around town – may contact Larry Stiedl Tree Service

**REMINDER of UPCOMING EVENTS**

1. Street Dance Saturday evening

**ADJOURNMENT** – Ashley Wildman made a motion to Adjourn; Ronna seconded. Motion carried