

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, June 12, 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**
- **Oath of Office** – Jon Trenne
- **Roll Call** the following were present Mayor Ronna Berghoff, Council Persons Ashley Wildman, Damon Bullock, John Trenne and James Young were present. In attendance: City Clerk Donna Eveslage, Fire Chief Colton Steidl and Deputy Chief Jacob Steidl, Public Works Kalin Hacker, Deputy Clerk Jackie Dokken, Teresa Zwig and Todd Burgess. No attendance via Zoom.
- **Meeting Minutes from May 8th, 2025, were reviewed.** Ashley Wildman made a motion to approve May minutes; Damon Bullock seconded them. Motion Carried.
- **Mayor requested Petitions from the Public:**
 - Jackie Dokken, concerned about the camper parked on the street of Carlos Ave advised her that the city clerk will reaching to the resident if not removed in a few days.

REPORTS OF OFFICERS, BOARDS AND COMMITTEES:

a.) City Treasurer Report

JUNE TREASURER REPORT

May 31 Balance City Checking Account:	\$179,616.18
May 31 Balance Savings Account at First Western:	\$442,913.05
May 31 Balance MPFA Debt Service Fund:	\$51,988.09
May 31 Bal CD#1242780 Matures 9/18/2025 4.10%	\$209,870.80
May 31 Balance Bremer Savings Account	<u>\$492,528.89</u>
Total City of Carlos Assets as of May 31st:	<u>\$1,375,315.42</u>
May 31 Balance CFD Savings Account:	<u>\$140,089.90</u>

Receipts for May totaled: \$40,140.68. Disbursements for May: \$29,037.66.

TOTAL CLAIMS for the Month of June: \$ 29,037.66

CLAIMS 2872-2901

6/10/25	Ace Hardware	2872	12064	\$236.91
6/10/25	Alex Rubbish	2873	12065	\$125.79
6/10/25	Alex Irrigation & Landscaping	2874	12066	\$857.92
6/10/25	Community Education	2875	12067	\$550.00
6/10/25	Allstate Peterbilt	2876	12068	\$1,783.84
6/10/25	Auto Value	2877	12069	\$89.97
6/10/25	AW Research Laboratories, Inc	2878	12070	\$178.00
6/10/25	Donna Eveslage	2879	12071	\$57.77
6/10/25	Douglas Cty Demolition & Landfill	2880	12072	\$87.75
6/10/25	Douglas Cty Sheriff's Office	2881	12073	\$901.20
6/10/25	Ellingson's	2882	12074	\$171.25
6/10/25	Gopher State One-Call	2883	12075	\$35.10
6/10/25	Bolton & Menk	2884	12076	VOID
6/10/25	Jim & Judy's 1 Stop	2885	12077	\$52.52
6/10/25	Johnson Jet-Line, Inc	2886	12078	\$500.00
6/10/25	Insty-Prints	2887	12079	\$606.59
6/10/25	Kalin Hacker	2888	12080	\$238.00
6/10/25	Lakes Area Excavating, Inc	2889	12081	\$2,200.00
6/10/25	Menards	2890	12082	\$556.72

6/10/25	Brother's Market Stores	2891	12083	\$322.05
6/10/25	Precision IT Solutions	2892	12084	\$1,745.75
6/10/25	Pro Ag Farmers Coop	2893	12085	\$150.00
6/10/25	MN Department of Health Thornton, Dolan, Bowen, Klecker & Burkhammer	2894	12086	\$554.00
6/10/25	I.U.O.E Local #70	2895	12087	\$334.00
6/10/25	USA Bluebook	2896	12088	\$414.00
6/10/25	Zwiegl's Service	2897	12089	\$161.79
6/10/25	D & D Distributing and Mfg, Inc	2898	12090	\$740.00
6/12/25	Minnesota Pump Works	2899	12091	\$240.00
6/12/25	Minnesota Pump Works	2900	12092	\$793.00
6/12/25	MN Association of Small Cities	2901	12093	\$366.00
6/12/25	Carlos Area Fire JPA	2902	12094	\$13,987.74
			TOTAL	\$29,037.66

There was a question about Thornton, Dolan, Bowen, Klecker & Burkhammer invoice for \$334, Donna will follow up with them to determine if the \$32.00 charge was City of Carlos charge (6/16/25 it was determined that the \$32.00 was for Carlos Township this will be credited on the next invoice). The check for Bolton & Menk for \$13,987.74 had to be VOIDED, issue a new check to Carlos Area Fire JPA for \$13,987.74.

Damon Bullock made a motion to approve June Treasurer Report and Claims; James Young Seconded it. Motion passed.

b.) Engineer Report, Jared Voge:

- Community concern about the sidewalk at 301 Main Street

C. Public Works Report: Kalin Hacker Reported

- Johnson Jet-Line cleaned lift station and MN Pump Works inspected the lift Station
- Johnson Jet-Line will be creating maps of water lines running through town in the next few years.
- Asked for 3 quotes on concrete – Kevin Peipo is the only one to respond for \$2200.00
- Ottertail Power will be coring power starting 6/13/2025 if weather permits
- The pond discharge is going well, only thing found at the bottom of the ponds were snapping turtles.
- Reported there has been a lot of traffic going to the brush pile and a number of those do not live in town. Kalin is going to continue working with the sheriff to keep a log of trespassers and sheriff is issuing a warning.
- Requesting to purchase an Oxygen Meter & PH Meter as the old one is not giving accurate reading. MN Rural Water suggested getting the cheaper version due to us not using them more than a dozen times throughout the year. Kalin will purchase cheaper versions.
- Chlorine pump was replaced working as of now.
- Alex Rubbish seasonal garbage service for the ballfield restarted.

d.) Carlos Clerk Report:

- Meters read May 30th, bills were out June 4th
- Discussion on Shut Off/Disconnect Notice – Process will be to try to touch base with the homeowner regarding 60 days past due if no there is no plan, will send out Disconnect Notice on the 61st day past due.
- Agreed NOT to use Intuity Online Billing Software, this is because several residents already use a different source of making payment for water/sewer bills. There is an additional cost of \$30.00/month to the city if we don't receive \$5000 or more in payments.
- Approved a new 10 Key desk calculator for the office
- Jackie Dokken will be helping during August 1-10; Donna will be on vacation.
- Donna will investigate Paid Family Medical Leave

e.) Fire Department Report: Fire Chief Colten Steidl

CARLOS FIRE DEPT. CALL LOG June 2025						
	<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	6	1	10	0	0	19

FIRE RESCUE	0	0	1	0	0	1
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- Called out 2 times for weather spotting (Fire Call)
- Got the New Ambulance rig a few weeks ago and staying very busy (have been running the wheels off). States that it's a much bigger rig and more room to store tools.

f.) Ball Park Committee Report:

- Received estimate for new stadium lights, replacement per pole is \$21,252 or all 8 poles it would be \$131,900. Holding off on this project at this time we will get a few more quotes and verify if there is a Carlos Baseball team, if not maybe we need to look at making changes.
- Spectrum advised us that staff working with stadium scoreboard is out of state and recommended we call someone else to work on it. Kalin is going to reach out to Ingido Signs

g.) Sheriff Department Log: Looks good. There was one 15-minute call that we are good with leaving on the report but will continue to monitor for future.

UNFINISHED BUSINESS

A. NEW FIRE HALL UPDATE:

- It is at a STANDSTILL due to a special meeting with Carlos Township ~ back to the drawing board.
- There is a water supply going to the building or where the new building would be.
- Goals are to be as transparent as possible by creating an FAQ about Firehall, write a Letter or Create a PowerPoint

B. UPDATE “NUISANCE PROPERTIES” nothing reported or discussed

NEW BUSINESS

- A. Resolution 2025-6-12A a \$6,000 Donation to the Carlos Fire Department** JonTrenne made a motion, James Young seconded it. Motion carried
- B. Resolution 2025-6-12B a \$27,000 Donation to the City of Carlos** James Young made a motion, Jon Trenne seconded it. Motion carried
- C. Resolution 2025-6-12C a \$1,000 Donation to the Carlos Fire Department** Ashley Wildman made a motion, Damon Bullock seconded it. Motion carried.
- D. Form Committees for Community Events** (these will be outside of the council meeting to put this together).
- E. Discussion on Muyers lot over the tracks (1.53 acres @ \$40,000 ~ Cty Rd 13 NE (Parcel#690003800))** which was for sale. Ashley Wildman made a motion to purchase parcel 690003800 for up to \$40,000 + closing costs, Damon Bullock seconded it. Motion carried. The mayor will call on 6/13/2025 to put in a offer on the parcel.
- F. SharePoint** Quinn will be asked to come to the 7/10/2025 meeting at 6pm to education on SharePoint.
- G. Painting the Office** will need a paper quote from Chris Severson and will open it up for other quotes.
- H. Budget Meeting scheduled:** July 22nd @ 6:30 PM, will schedule follow ups after this meeting.

MISCELLANEOUS:

Dog on 8th Street

REMINDERS of UPCOMING EVENTS: None

ADJOURNMENT: Ashley Wildman made a motion to Adjourn; James Young seconded it. Motion carried. The meeting was adjourned at 9:50pm.



City Clerk, City of Carlos