

# MINUTES of: City of Carlos Regular Council Meeting City Hall/ Office, Carlos, Minnesota Thursday, June 8, 2023 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, Ashley Wildman, and Donna Eveslage were present. James Young was absent. Also in attendance Fire Chief Colten Steidl, City Clerk/Treasurer Lori Johnson, Public Works Manager Jeff Gunderson, Donnie Froemming, and Engineer Jared Voge attended via Zoom.
3. **Meeting Minutes from May** were reviewed. Motion to Approve May 11<sup>th</sup> 2023 Minutes and the Special Meeting May 24 Minutes was made by Ronna Berghoff; seconded by Donna Eveslage. Motion passed.
4. **Mayor requested Petitions from the Public:** there were None.
5. **DONNIE FROEMMING Preliminary Plat Public Hearing:** Proper Public Notice was submitted and posted to Echo Press. Donnie reviewed his proposal for a cul-de-sac grouping of homes on his Real Deal development; this would entail him putting in a private road. Donnie commented on how there are many of these cul-de-sac layouts in the area. The main issue would be the smaller size yards, so would require variances. Jared Voge requested a copy of plans and the official plat application. Donnie Froemming agreed to get all those documents to Jared. After Jared has time to review the plans, the decision whether to approve the Platt will be considered at a future meeting.

## 6. REPORTS OF OFFICERS, BOARDS AND COMMITTEES:

### a.) City Treasurer Report given by Lori Johnson

May 31 Balance City Checking Account:	\$295,852.19
May 31 Balance Savings Account:	\$ 13,173.64
May 31 Balance MPFA Debt Service Fund:	\$ 85,195.62
May 31 Balance CD#1237632: Special 6 mo., 4%	\$99,397.95
May 31 Balance CD#1237634: Special 10 mo., 4.25%	\$99,879.59
May 31 Balance Bremer Savings Account:	<u>\$366,587.24</u>
<b>Total City of Carlos Assets May 31, 2023:</b>	<b>\$948,373.48</b>
Carlos Fire Dept CD #1237127: 12 mo., 3.75%	\$ 67,397.66

**RECEIPTS** for Month of May: \$41,090.67

**DISBURSEMENTS** or Month of May: \$30,334.08

**CLAIMS** #2353 - #2379 for month of June total: \$20,500.34

Late Fees on May water bills sent on June 6<sup>th</sup> totaled: \$240.10

Donna Eveslage made a motion to approve the Treasurer's Report and Claims, Ashley Wildman seconded it; motion passed.

### b.) Engineer Report, Jared Voge:

- Reported on the Capital Budget Request Report for 2024, which was done by the New FireHall Committee and sent to Jared for editing.
- Ronna Berghoff made Motion for Resolution 2023-6-8 (to approve the Capital Budget Request Report for 2024); Donna Eveslage seconded it. Motion passed.
- Jared Voge commented on Pavement Management Plan, how it should be updated, and it would be useful in applying for some of the transportation funding currently available. Mayor Burgess agreed and requested we go over this plan at next meeting.

### c.) Public Works Report: Jeff Gunderson reported

- Reported that the bug program for the sewer ponds has been working. City of Carlos needs to keep up on this so we don't end up having to dredge the ponds like the City of Osakis had to do (this costs them a million and a half every other year).
- There is a new process using sonar technology which is done by taking a boat on the ponds and the equipment maps out the depth of solids on bottom of pond. Miltona had this done last year. In addition to the map that is created this company takes samples and analyzes them to determine if we are using the most optimal quantity and type of bugs. The cost to have this done was about \$600 last year. Ronna Berghoff made a motion to approve having this process done; Ashley Wildman seconded it. Motion passed.

**d.) Carlos Clerk Report, Lori Johnson:**

- Meters read 6/1/23. Water bills were done and sent June 6th. Late Fees this month were \$240.10.
- I watched the free Webinars by the MN Small Cities Organization and the League of MN Cities pertaining to summaries of accomplishments (and items that didn't get accomplished) of the 2023 MN Legislature. I have sent a copy of the Power Point presentation from LMC to all Council members.
  - There will be a one time distribution for public safety to all MN cities based on 2022 population, ours will be \$21,792. This can be spent on a broad variety of uses: anything for fire department or to make the city safer. We could combine these funds with our ARPA funds to purchase an emergency medical vehicle. There will also be a special one time distribution for Small City Assistance which is in addition to the increase all MN Cities will receive. Before these additional allocations, we were set to receive \$105,159. Now we will receive \$58,757 more for a total of \$163,916.
  - There were a lot of funds going to transportation grants and matching funds; I plan to try to learn how Carlos can access those monies.
  - You have probably heard that Cannabis possession and home growth will become decriminalized August 1, 2023. That will take a while to get all the regulations set up on that. What I do know so far is that licenses to sell it are given by the state; Cities will do a registration process.
  - They approved a Paid Family and Medical leave Insurance program was passed to become effective January 1, 2026. This will work similarly to the Unemployment Insurance Program.
  - A new requirement for employers to provide employees of one hour paid sick and safe time for every 30 hours worked. This becomes effective January 1, 2024.
  - Juneteenth becomes an official Minnesota holiday, as well as already being a Federal holiday. That becomes effective this month on June 19.
- I am registered to attend the League of Minnesota Cities annual Conference in Duluth June 21-24. I am signed up for classes to assist me in the process of obtaining some of the many grant dollars available.
- We have had complaints about vehicles speeding as they are heading east out of town on County Road 13. There were also several complaints about the build up of junk on the Brommel property; there was a large legal battle years ago to get it cleaned up – now they starting again. Council told Clerk to start by sending a letter to them. Council discussed the idea of sending all residents a letter regarding Nuisances. Ashley Wildman and Donna Eveslage said they would work together on this project.

**e.) Fire Department Report: Fire Chief Colten Steidl**

CARLOS FIRE DEPT. CALL LOG MAY 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>
<b>MEDICAL</b>	1	2	4	2	0	9
<b>FIRE / RESCUE</b>	1	1	1	1	0	4

Fire Chief Steidl asked how the search for Grants for gear for new firemen was coming. Clerk said that the new Public Safety Grant could be used for this. Steidl said they do have access to a grant fund which would provide up to \$3,000 each for two Firefighters; however that is not close to enough for a full set of turnout gear.

There is an ongoing search for a “new” used First Responder rig. If the new Public Safety fund of \$21,000 could added to the \$46,000 ARP fund it would assist tremendously in finding a good choice.

**f.) Ball Park Committee Report:** Cubs League will be starting this coming Sunday to hand out T-Shirts and then will be every Monday and Wednesday.

**g.) Sheriff Department Log:** Looks good.

## UNFINISHED BUSINESS

- A. NEW FIRE HALL:** A letter was emailed to City Attorney Tom Klecker for advice on how to set up the Joint Powers agreement. Have not yet heard back.
- B. Plan for City Clean-Up Day:** already discussed; decision made to take the June 10<sup>th</sup> date and have Lions help. Helpers should arrive *by* 9AM.
- C. Solar Speed Signs:** Donna Eveslage reported no new update. The defective parts were sent back to be repaired or replaced, which could take 6-8 weeks; when they come back, County said they will immediately install them. Clerk reported that City has not been billed for them yet.

## NEW BUSINESS

- A. Discussion and Decision about Building Inspector:** Due to our Building Inspector's resignation we have been searching for a replacement Building Inspector. So far there has been one company that has come up for consideration: Inspectron, Inc. They have a proposed contract if Carlos would like to hire them. It would require raising our Building Permit code; their fee is 75% of the fee collected. Council discussed and agreed that this would be best on this short notice; with the intent of searching for something cheaper during the year. Ronna Berghoff made the motion to sign the contract with Inspectron, Inc; Donna Eveslage seconded it. Motion carried. Ronna Berghoff made the Motion to approve the Amendment to the Building Permit Fee Ordinance; Ashley Wildman seconded it. Motion carried.
- B. Donation from LIONS for City and for Fire Department:** Motion to approve Resolution No. 6.8.2023A for LIONS donation to City of Carlos for an amount of \$17,000 and Resolution No. 6.8.2023B for LIONS donation to Fire Department for the amount of \$5,000 was made by Ronna Berghoff and seconded by Ashley Wildman. Motion carried.
- C. Read, Discuss, Possible Approval for ICS (IntraFi Cash Service) from First Western Bank:** This was something Jill Leeseberg from First Western Bank requested Council and Mayor look over this program. It is optional. It is a company that works with banks to guarantee accounts that go over the FDIC limit guarantee of \$250,000. Jill said this is totally optional for us because First Western Bank already pledges their own assets to guarantee anything we have over the \$250,000. Council decided it was not necessary to participate in this optional program.

**MISCELLANEOUS:** Mayor Todd Burgess stated we should schedule a budget meeting. It was decided to schedule it for June 28 at 7PM.

Donna Eveslage asked where we with new streetlight. Jeff Gunderson reported that he has gone over to the area with the OtterTail power representative. Currently there is not power at that corner. There will be soon as Donnie Froemming's first project of his development is being put in. Jeff said the new light and pole have been ordered.

**REMINDERS of UPCOMING EVENTS:** None

**ADJOURNMENT:** Ronna Berghoff made a motion to adjourn the meeting; Ashley Wildman seconded it. Motion passed. Meeting Adjourned at 8:43pm.



Lori D. Johnson, City of Carlos Clerk/Treasurer