

MINUTES of: City of Carlos Regular Council Meeting City Hall/ Office, Carlos, Minnesota Thursday, May 11, 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 James Young were present. Donna Eveslage was absent. Also in attendance Fire Chief Colten Steidl, City Clerk/Treasurer Lori Johnson, Public Works Manager Jeff Gunderson, and Engineer Jared Voge.

3. **Meeting Minutes from April** were reviewed. Motion to Approve April 13th 2023 Minutes was made by Ronna Berghoff; seconded by James Young. Motion passed.

4. Mayor requested Petitions from the Public:

Tom Toenges: Reported that the Lions were in agreement with the June 10th date for City Clean up and would be available to help.

Tom Toenges: Reported that there is always water that accumulates behind Event Center and needs to have some excavating done to re-route this and take care of it.

Tom Toenges: Reported that Lions had been doing a lot of work cleaning up City Park and painting Shelter area. He said on May 21 there will be a benefit given for paralyzed HS student; that is the reason for the request to have Victoria Avenue blocked off between the Event Ctr and the Park. *Council agreed this would be fine.*

Tom Toenges also reported that the Lions had stripped and re-waxed the floors in the Event Ctr. Lions requested that the City take care of the bill for the wax which has been charged at Central Lakes Restaurant supply. *Council agreed to pay this bill.*

Linda Fread: Asked if Council would have a problem with her segregating one of her units and selling it. *Council discussed this; they said it would need to have a separate water shut-off. Jeff Gunderson was asked how difficult that would be and how much it would cost. He replied that it would be a major project and be at least \$500 per unit to put in separate shut-offs.* Linda said if it involved all that, she would not be doing it.

Linda Fread also reported the residents at 225 5th St. E have two large travel trailers on their property that she believes people are living in. *Council replied that there is not an ordinance against having the travel trailers on the yard. If people are living continuously in them: that is against ordinances.* Also Linda reported that on that property there is a large dumpster where they put their garbage that has not been emptied in at least 6 months, creating a vermin problem. *Council said that it was OK to have the dumpster; but NOT OK to not have it emptied on a regular basis. Council told Clerk to write them a letter.*

Bryan Balcome: Resident of Carlos; also one of the owners of Widseth, Inc. an engineering/architectural/surveying company in Alexandria, MN. Brian reminded Council that a previous Council had already paid for a full set of architectural and engineered plans for the fire hall at a cost of \$90,000. He said his team was willing to update those plans to current code for a price of between 10 and 15 thousand dollars.

5. **DONNIE FROEMMING:** Presented a proposal for a cul-de-sac grouping of homes on his Real Deal development; this would entail him putting in a private road. Donnie requested that an official notice be posted for the Preliminary Plat to be voted on next meeting. Ronna Berghoff made a motion to accept this request for the Preliminary Plat to be heard next meeting; Ashley Wildman seconded it. Motion carried.

Donnie Froemming: Presented an option for the City Fire Hall that would involve him personally building a Morton type building on his land and then leasing it to the City.

6. REPORTS OF OFFICERS, BOARDS AND COMMITTEES:

a.) City Treasurer Report given by Lori Johnson

April 30 Balance City Checking Account:	\$289,492.01
April 30 Balance Savings Account:	\$ 13,168.05
April 30 Balance MPFA Debt Service Fund:	\$ 80,159.73
April 30 Balance CD#1237632: Special 6 mo., 4%	\$99,397.95
April 30 Balance CD#1237634: Special 10 mo., 4.25%	\$99,879.59
April 30 Balance Bremer Savings Account:	<u>\$366,276.16</u>
Total City of Carlos Assets April 30, 2023:	\$948,373.48
Carlos Fire Dept CD #1237127: 12 mo., 3.75%	\$ 67,397.66

RECEIPTS for Month of April: \$30,132.12

DISBURSEMENTS or Month of April: \$57,091.27

CLAIMS #2332 - #2352 for month of April total: \$12,873.20

Late Fees on April water bills sent on May 8th totaled: \$42.16

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

b.) Public Works Report: Jeff Gunderson reported

- The results of MDH testing are that Carlos has NO PFAS compounds detected. No further action needed. This is good!
- Culverts at ponds completely collapsed. It had already outlived its expected life. Another set was ordered from Hilltop. Lakes Area Excavating installed it. Everything successfully back up and running.
- With Crown Underground installing the fiber, there has been a very large amount of locating required.

c.) Carlos Clerk Report, Lori Johnson:

- Meters read 5/1/23. Water bills were done and sent May 9th. It took a little longer to get them ready because of the dog license fee that is billed in May. I had to go through all my folders on I have on everyone and distinguish which ones need updates on their Rabies Vaccination records. Then, the ones that were mailed out, I could attach a little sticker saying I needed Rabies Vaccination updates. The ones that receive their bills via email, I emailed each one that needed the update. There was a total of \$925 billed out in annual dog license fees. Those funds are available for implementing and enforcing our dog ordinances to make Carlos a little bit safer. People have been pretty good about responding to the mass messaging, sticky notes and emails regarding dog licenses. All the residents who were sent shut-off letters have taken care of their past due balances, except one – they already had their water shut off last year, but do not make payments. That account was the only one to receive a late fee, \$42.16.
- I went to a Region III MCFOA meeting on April 19 in Garfield. Apex Engineers gave a presentation on Capital Improvement Projects. I thought it would be good to go because the Council has requested some budget planning for Capital Improvements. I sent all Council members the PDFs of the presentation. It was very interesting and informative. One of the highlights I learned was that if a city has too much reserve funds on hand they probably will have a more difficult time securing grants. They discussed having long range and short range plans. This is quite a process and would require a committee; this is much more than I can just come up with on my own.
- There is an issue with this school fundraiser event. Abigail Johnson called me and asked if they needed a permit to hold it. She had said "a school fundraiser" and I envisioned bouncy houses and face painting. Then I saw their flyer. They plan to have bands, food, alcohol; it is a pretty big deal! Abigail told me the alcohol is on a self-contained trailer and they have a

license. I contacted the state AGE to find out exactly what is required. They wanted to know who the alcohol vendor is, so I asked Abigail for the name and license information. It took her several days to get back to me; finally today she sent the information to me. I forwarded that info to the AGE. Turns out their catering-alcohol license expires 5/16/23 – the event is 5/20/23. Their insurance is for 2022. Then, I was talking to the person from AGE, and when he found out this entire event is planned to occur on school property. That is technically against the law for anyone to be in possession of alcohol on school property. He was going to investigate it further; find out if they have attempted to renew their license and insurance. He said there might be some loophole for the school, as a not-for-profit, to pull some type of permit. *Council said they were quite sure the school was doing everything correctly and all laws and regulations will be followed.*

- West Central Initiative contacted me regarding the apple trees were ready to pick up and get planted. At the time, Jeff was trying to keep up with all the locates created by Crown Underground. So Jeff had Wayne take care of the trees. Also we will Wayne to help Jeff when he installs the alarm system in the lift station. It is required by OSHA that minimum of 2 people be available when someone goes down into confined spaces like that. Also we will be scheduling a day when Chad and Dean can come from Fargo and help Jeff and Wayne with the last handful of meters that persist in having problems.
- I received another bill from CLA for the balance of their invoice. I remembered that you wanted me to check out other firms to see what kind of options we have. I had sent a request for information to Abdo, LLP almost a month ago and have not heard anything back yet. I posted a request on the LMC memberlink for who other MN Cities use for audit firms and if there were any that they would highly recommend. I have received several responses. One in fact also had a similar experience with CLA. *Council said to just pay it for now. Council also said to get information on other audit firms, including how much they would charge.*

d.) Fire Department Report: Fire Chief Colten Steidl

CARLOS FIRE DEPT. CALL LOG APRIL 2023						
The Alex Fire Department and the	<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	2	9	3	0	15
FIRE / RESCUE	0	1	0	0	1	2

Request to look into Grants for gear for new firemen.

The siren was fixed on Wednesday.

Fire Department has two Invoices on Fire Calls for Clerk to bill out; she should have all information now.

- e.) Ball Park Committee Report:** The new Cougars manager is Isaac Peterson. His contact information is: Pete27491@gmail.com and phone: 320-760-3669. Clerk is to contact him to get information as to when the ball field will be used. So far it has been used several times without anyone letting the City know.

- f.) Sheriff Department Log:** Looks good.

UNFINISHED BUSINESS

- A. NEW FIRE HALL:** Discussed letter from attorney Tom Klecker. Discussed the different options available to build the fire hall. No decision made at this time.
- B. Plan for City Clean-Up Day:** already discussed; decision made to take the June 10th date and have Lions help.
- C. Solar Speed Signs:** Donna Eveslage had sent an email to all Council members (because she was not able to attend meeting) to report that the speed signs had been installed, but two of the three were not working. The solar panels were defective and new ones have been ordered. Clerk reported that City has not been billed for them yet.

NEW BUSINESS

- A. Closing Off Street May 21 by Event Center** Already discussed.

MISCELLANEOUS:

REMINDERS of UPCOMING EVENTS: None

ADJOURNMENT: James Young made a motion to adjourn the meeting; Ashley Wildman seconded it. Motion passed. Meeting Adjourned at 9:20pm.



Lori D. Johnson, City of Carlos Clerk/Treasurer