

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, October 9th, 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: Jackie Dokken, City Clerk Donna Eveslage, Fire Chief Colton Steidl, Jared Voge and Sarah Swedburg with Bolton & Menk, Public Works Kalin Hacker, Jake Stiedl and Colten Stiedl from CFD. Attendance via Zoom was Katie Bullock. James Young was not present.
- **Public Hearing** – Cannabis Zoning Ordinance was open for discussion, No public comment. Ashley Wildman made a motion to close Public Hearing Meeting, Jon Trenne seconded. Motion Carried.
- **Meeting Minutes from September 11th, 2025, were reviewed.** Ashley Wildman made a motion to approve the minutes; Damon Bullock seconded. Motion Carried.
- **Meeting Minutes for September 11th, 2025, Budget Meeting** – Damon Bullock made a motion to approve the Budget Meeting Minutes with an updated to change the working to “7.1% increase over 2025”. Jon Trenne seconded the motion. Motion carried.
- **Mayor requested Petitions from the Public:** No petitions from the public.

REPORTS OF OFFICERS, BOARDS AND COMMITTEES:

a.) City Treasurer Report

OCTOBER TREASURER REPORT

SEPT 30 Balance City Checking Account:	\$174,059.44
SEPT 30 Balance Saving Account at First Western:	\$448,074.44
SEPT 30 Balance MPFA Debt Service Fund:	\$ 84,696.22
SEPT 30 Bal CD#1242780 (Matures 3/18/26 3.96%:	\$214,208.52
SEPT 30 Bal Bremer CD (Matures 2/15/26 4.05%)	\$300,000.00
SEPT 30 Bal Bremer Saving Account:	\$196,729.94

Total City of Carlos Assets as of September 30th: **\$1,417,768.56**

SEPT 30 CFD Saving Account:	\$151,269.21
SEPT 30 Outstanding Checks	(\$806.94)

Receipts for SEPTEMBER totaled: \$350,834.04 Disbursements for SEPTEMBER totaled: \$339,111.12

CLAIMS 2981-3007 OCTOBER 2025

Date	Vendor	Claim#	Check#	Amount
10/09/2025	Wayne Johnson	Payroll	12175	-
10/09/2025	ACE Hardware	2981	12176	\$103.55
10/09/2025	Alex Rubbish	2982	12177	\$280.89
10/09/2025	Alexandria Area YMCA	2983	12178	\$750.00
10/09/2025	AW Research Laboratories, Inc	2984	12179	\$178.00
10/09/2025	Bolten & Menk	2985	12180	\$770.0
10/09/2025	Brother's Market Stores	2986	12181	\$450.37
10/09/2025	Creative Technologies, Inc	2987	12182	\$1140.00
10/09/2025	D&D Distributing and Mfg	2988	19183	\$240.00
10/09/2025	Douglas Cty Sheriff's Office	2989	12184	\$901.20
10/09/2025	Ellingson Plumbing, Heating, AC	2990	12185	\$171.25
10/09/2025	Gopher State One-Call	2991	12186	\$5.40
10/09/2025	Hawkins	2992	12187	\$452.15
10/09/2025	Hilltop Lumber	2993	12188	\$179.98
10/09/2025	Jim & Judy's 1 Stop	2994	12189	\$170.69

10/09/2025	I.U.O.E Local \$70	2995	12190	\$207.00
10/09/2025	Evan Hacker	2996	12191	\$46.73
10/09/2025	Kalin Hacker	2997	12192	\$298.20
10/09/2025	Med Compass	2998	12193	\$1510.00
10/09/2025	Menards	2999	12194	\$136.07
10/09/2025	Myher Fabrication	3000	12195	\$50.00
10/09/2025	Sensus USA, Inc	3001	12196	\$3,700.00
10/09/2025	Thorton, Dolan, Bowen, Klecker	3002	12197	\$526.00
10/09/2025	Victor Lundeen Company	3003	12198	\$467.42
10/09/2025	Wayne Johnson	3004	12199	\$1.40
10/09/2025	DC Public Works – Central Finance	3005	12200	\$428.48
10/09/2025	MCFOA Region 1	3006	12201	\$25.00
10/09/2025	Inspectron Inc	3007	12202	\$225.00
	TOTAL			\$13,414.78

Ashley Wildman made a motion to approve the Treasurers Report with a correction to CD rates to change the dated from 2025 to 2026, claim numbers 2981-3007; Jon Trenne seconded. Motion carried.

b.) Fire Department Report: Fire Chief Colten Steidl

CARLOS FIRE DEPT. CALL LOG September 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>	<u>Weather</u>
MEDICAL	1	1	4	3	0	9	
FIRE RESCUE	0	1	0	0	0	1	

- **Attendance Policy** – Edits were made to Attendance Policy asking volunteer fireman to respond to at least 50% call for fire and 20% of the medical calls. Ashley Wildman made a motion to make these changes, Damon Bullock second. Motion carried.
 - Requesting City Clerk to make 30 copies and drop off at the Fire Hall
- **Turkey Bingo** – November 23rd, 2025
- **Raffle Tickets** – 400 tickets will be SOLD for \$50/ticket.

c.) Engineer's Report: Jared Voge

- **Update to Alley Project between Herby's and Carlos Event Center**
 - Topography & Gopher once call show this to be a very busy alley with fiber, gas and lumen. May need to go with other plan Option A – French Drain, will provide an update at the next meeting.
- **Update on Lead Service Line** – 28 residents left to comply.
 - City Clerk mailed out 10 letters, and 21 residents received a note on their October water bills.
 - State funding has come to an end; it will be the city's responsibility to work with residents.

d.) Public Work Report: Kalin Hacker

- MPFA coming next week to inspect
- Justin is coming to create Phosphorus Plan.
- Request to put up new flags and poles, will look at Amazon, Uncommom USA, Inc Willmar for flags.
- Larry Stiedl tree service will work on removing the 3 dead trees along the baseball field gravel parking lot. Cost of \$750 to take down and stump grind. Motion was made by Jon Trenne to move forward with this project. Ashley Wildman seconded. Motion carried.
- Carr's Tree Service is doing some cleanup for Ottetail Power under the power lines.
- Donna is working with MN Rural Water for a \$15,000 grant for the generator. (Multiple grants are available, but the next opportunity to apply would be in the spring, if Phase 1 is completed).
 - Vinco will create estimates in Phase 1 and Phase 2.

- Ashley Wildman made a motion to approve with Phase 1 of prepping for the generator. Each Phase will need its own motion. Jon Trenne seconded the motion. Motion carried.
- Kalin has obtained his Class D Water Certification, passing test at 87%.
- Power outage on 9/18/2025 was a nightmare...with the help of Wayne Johnson and Ottertail Power they got the water shed up and running around 4AM.

e.) Clerk's Report: Donna Eveslage

- Meters were read on 10/01/2025, bills sent out on 10/06/2025.
- Discussed that Elected Officials should be paid monthly instead of annually. Provided council with State Statute 181.101
- Discussed that Volunteer Fire should be monthly unless there is a mutual agreement – it was determined that they have a mutual agreement for annually payment.
- Donna applied for an ADA grant to update the front door and concrete for the sidewalk.
- Fall Forum & Region 1 (Bemidji) meeting authorized to go and do them.
- Learned how to update payroll checks to show PTO & Comp time.

f.) Sheriff's Log – looked good, no concerns.

g.) Ball Park Committee Report:

- Ballpark sprinklers getting blown out
- New door handles needed & new keys made
- New grass is coming in nicely

UNFINISHED BUSINESS

- A. New Fire Hall Update** next JPA meeting is October 13, 2025. Nothing big happening.
- B. Nuisance Properties** – None to report

NEW BUSINESS

- A. Zoning Ordinance Amendment** – motion to amend Zoning Ordinance 2025-10-09 to include Cannabis was made by Jon Trenne, Damon Bullock seconded. Motion carried.
- B. Cannabis Event Ordinance** – motion to approve the Cannabis Event Language Ordinance 2025-10-09-02 was made by Ashley Wildman, Jon Trenne seconded. Motion carried.
- C. Resolution 2025-10-09 Fee Schedule Ordinance** motion was made by Damon Bullock to amend the fee schedule by adding a line item for Interim Use for \$200, Jon Trenne seconded. Motion carried.
- D. Annual Liquor License for Herby's and Carlos Lion Event Center** – Damon Bullock motion to approve annual liquor license for Herby's and Carlose Lion Event Center. Jon Trenne seconded the motion. Motion carried.
- E. Schedule Final Budget Meeting** – December 2, 2025 @ 6:30
- F. Salary Changes for Council** – Agreed to keep it the same for 2026.
 - a. Regular Meeting Council - \$100 and Mayor - \$200
 - b. Special Meeting \$80
 - c. Committee Meeting - \$40
 - d. JPA Meeting - \$100
- G. Health Insurance & Stipends** – Yes, want to do this, but would like more information before deciding a set amount the City will pay.

MISCELLANEOUS

REMINDER of UPCOMING EVENTS

- A. Council** – please leave your computers on and plugged in for updates with Precision IT on 10/10/2025.

ADJOURNMENT – Ashley Wildman made a motion to adjourn the meeting; Damon Bullock seconded. Motion carried.
Time at 9:21 PM

NOTES COMPLETED BY: Donna Everlage - City Clerk