

**MINUTES of: City of Carlos Regular Council  
Meeting City Hall/ Office, Carlos, Minnesota  
Thursday, September 14, 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 attended via Zoom. Also in attendance: Deputy Clerk Jackie Dokken, Fireman TJ Carlson, City Clerk/Treasurer Lori Johnson, Donnie Froemming. Engineer Jared Voge attended via Zoom.
- 3. Meeting Minutes from August** were reviewed. Motion to Approve August 10<sup>th</sup> 2023 Minutes was made by Ashley Wildman; seconded by Donna Eveslage. Motion passed.
- 4. Mayor requested Petitions from the Public:**

**Lionel Wanek:** Responding to the "Nuisance" letter he received. He went through an explanation of each vehicle on his property. One vehicle in the picture belongs to the neighbor. He said he is doing the best he can because he has had health problems and the cost of building a garage is prohibitive for him. He said he has cleaned up the brush on the yard. Council reminded him the ordinance states a maximum of 4 vehicles per property. Lionel said he will continue to work on getting rid of some of the vehicles; Council said that was good, someone from the Committee would be by in a couple of weeks to check on his progress.

**Donnie Froemming:** One of his projects will be completed in 2023; the second one is scheduled for 2024. The unexpected complications arising from the cost of road work in his new addition has caused some delay. For him to bear the total cost of the roads, it would force him to raise the price of each home \$35,000- \$45,000 per lot, which would put them over the current average market price. He stated he was able to buy 2 lots in Miltona for \$14,000 each; they already have roads, curb & gutter, and city sewer. It will be more economically advantageous to develop those lots first in 2024; but he will attempt to work on his second project in Carlos in 2024 as well. He said he wanted to consult with Jared Voge and City Finance person on the TIF rules and how that might possibly be applied. Donnie said he would email Jared directly.

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

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

August 31 Balance City Checking Account:	\$259,487.84
August 31 Balance Savings Account:	\$253,630.05
August 31 Balance MPFA Debt Service Fund:	\$ 20,182.57
August 31 Balance CD#1237632: Special 6 mo., 5.1%	\$101,369.57
August 31 Balance CD#1237634: Special 10 mo., 4.25%	\$99,879.59
August 31 Balance Bremer Savings Account:	<u>\$367,512.02</u>
<b>Total City of Carlos Assets August 31, 2023:</b>	<b>\$1,102,061.64</b>
Carlos Fire Dept CD #1237127: 12 mo., 3.75%	\$ 67,397.66

**RECEIPTS** for Month of August: \$28,997.41

**DISBURSEMENTS** or Month of August \$47,365.03

**CLAIMS** #2425 - #2446 for month of September: \$37,853.32

Late Fees on August water bills sent on September 9<sup>th</sup> totaled: \$414.72

**CLAIMS 2425 -2446 SEPTEMBER 2023**

<u>Date</u>	<u>Vendor</u>	<u>Claim#</u>	<u>Check#</u>	<u>Amount</u>
9/14/23	Payroll Ck to Jackie Dokken		11500	\$463.14
9/14/23	Payroll Ck to W. Johnson		11501	<u>\$152.38</u>
				<b>\$615.52</b>
9/14/23	Douglas Cty Sheriff	2425	11502	\$875.00
9/14/23	Alex Rubbish	2426	11503	\$262.47
9/14/23	Bolton & Menk	2427	11504	\$208.00
9/14/23	Tim Sukke Excavating	2428	11505	\$4,066.50
9/14/23	Carlos Cougars Baseball	2429	11506	\$140.00
9/14/23	Immense Impact	2430	11507	\$605.00
9/14/23	LMC	2431	11508	\$783.00
9/14/23	MDH	2432	11509	\$554.00
9/14/23	RMB	2433	11510	\$20.00
9/14/23	Brothers Market	2434	11511	\$151.82
9/14/23	D&D	2435	11512	\$230.00
9/14/23	GSOC	2436	11513	\$45.90
9/14/23	DSG	2437	11514	\$1,035.43
9/14/23	Douglas Cty Sheriff	2438	11515	\$276.15
9/14/23	Jim & Judy's 1 Stop	2439	11516	\$361.66
9/14/23	Med Compass	2440	11517	\$1,540.00
9/14/23	LMCIT	2441	11518	\$25,351.00
9/14/23	Ellingson	2442	11519	\$247.25
9/14/23	Core & Main	2443	11520	\$78.22
9/14/23	Swenson Lervick	2444	11521	\$273.00
9/14/23	Auto Value Parts	2445	11522	\$143.92
9/14/23	Thornton, Dolan, Bowen	2424	11523	<u>\$605.00</u>
				<b>\$37,853.32</b>

There was a clerical correction noted that needed to be corrected: the last check number had not been updated. With that correction: Donna Eveslage made a motion to approve the Treasurer's Report and Claims, Ashley Wildman seconded it; motion passed.

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

Nothing specific to report at this time, available for questions. Clerk asked Jared about the Engagement Request form from the MN Dept. of Health; Jared stated that the State will be covering those costs so it is not something the Council has to concern itself with.

**c.) Public Works Report:**

Jeff Gunderson was not in attendance; however he had reported that everything has been pretty quiet. Donna Eveslage had a question to give to Jeff: Is it OK to order signs for out by Dakers Acres – Slow, Children Playing and a 20-mph speed sign. Council agreed that was good idea and added that we should update all signs throughout town that are old and faded. Ronna Berghoff asked to make sure Jeff is aware that Alex Tech are and will be using Ball Field for the rest of this season.

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

- Meters read 8/31/23. Water bills were done and sent September 10th . Thanks again to Jackie Dokken for filling in for me while we made our annual trip out to SD to see kids and grandkids. Late Fees this month were \$414.72. Next week I will be sending shut off letters to the accounts over 60 days past due.
- This year, according to the State of MN our population is estimated at 504. This is significant because any city of 500 or more must have a Public Hearing for Truth in Taxation. We have not had to do this previously because we were always under 500. This involves having a public meeting to present our Tax Levy for the 2024 and answer any questions regarding it. This meeting must be held between November 24 and December 28 at 6pm or later. It may be part of our December Council meeting if we choose. We have to notify Douglas county by September 30th. *Council stated that they would like to have it immediately before our normal Council meeting on December 14<sup>th</sup> at 6:30 pm.*

- We had a meeting on Tuesday where the Charter/Spectrum folks gave a presentation on the new Fiber Lines they have installed. There was quite a turn out. Today is the first day Carlos residents can start signing up for their services.
- The League of MN Cities has sent a new agreement for the Regional Safety Group. These are Safety meetings that are put on about once a month for city employees to attend. The League pays 55% of the cost of these meetings. By participating in this group we get a break on our insurance.
- Michael Dolan is retiring October 13; thus they need new contract signed.
- We have received a Donation from the Carlos Lions Club for \$200. There is a Resolution to pass accepting this donation. The Carlos Lions have requested that we give a \$140 sponsorship to Carlos Cougars Baseball.
- I have not yet had time to watch the LMC webinar on Cannabis; will try to get that done in the next month.
- I have been trying to recruit a new Audit firm; have sent out RFP to several local firms that do Governmental audits. I have received some responses already that have said they are not taking on any new clients. One responded that they have questions.
- The State has given each County funds for Election Expenses. The County either must distribute this to each Polling Place, or we sign off on it and let the County keep our pro rata share (ours is \$32.35) and use it for their election expenses. They do handle all our absentee ballots. If we decide to keep that \$32.35, we will have to submit a report itemizing exactly what we did with that money. Donna Eveslage made a motion to let the County keep our \$32.35; Ashley Wildman seconded it; motion carried.

**e.) Fire Department Report: Fireman TJ Carlson**

CARLOS FIRE DEPT. CALL LOG JUNE 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>	<b>2</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>0</b>	<b>7</b>
<b>FIRE RESCUE</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>0</b>	<b>1</b>	<b>3</b>

**f.) Ball Park Committee Report:** only that Alex Tech team will be using the ballfield for the rest of the season as discussed previously in Public Works Report.

**g.) Sheriff Department Log:** Looks pretty active; nothing alarming.

**UNFINISHED BUSINESS**

**A. Discussion on “Nuisance Properties”** Committee Member Donna Eveslage reported: All first letters were sent out August 18<sup>th</sup>. Sometime after September 18<sup>th</sup> the committee will be checking on these properties to determine who should receive the second letter. After that do a 15-day notice and follow up. Most residents have been willing to work with us; a number of properties have been cleaned up.

**B. NEW FIRE HALL**

Fire Hall Committee Member Ronna Berghoff reported: Meeting with Carlos Township, BelleRiver Township, City of Carlos and Fire Chief Colten Steidl to go over rough draft of joint powers.

- One question arose regarding values of agriculture property vs properties with houses.
- Liability policy needed for new building. Should that be for Joint Powers, or each individual city or township.
- Insurance agent Clarke Comer responded: he had sought advice from the LMCIT attorney (who is our insurance provider) and was informed that as it is the Joint Powers agreement would not be insurable as a stand alone entity. With the appropriate changes, it could be insured. One change would be to designate a board and state who has what powers. Separate checking account is required.
- Clarke said he will be available for other questions that may come up regarding insurance.

**C. PRELIMINARY PROPOSED LEVY DUE OCT.2, 2023** Ronna Berghoff made a motion that the preliminary Tax levy should be 4% higher than last year; Donna Eveslage seconded it; motion carried.

**D. SOLAR SPEED SIGNS:** Mayor Todd stated that Steve Johansen from Douglas County Public Works called and noted there had been some issues with them, and they did have technicians out to fix them. Todd said he believed they are working now. Mayor Todd to know what exactly the Warranty is. Steve said he will dig into that and send Clerk that info. There is a possibility that Douglas County will pay for a portion of these as suggested by one of the commissioners. For now, we should go ahead and send the check for payment.

## **NEW BUSINESS**

**A. RESOLUTION Number 9.14.2023 to RECEIVE Donation from Carlos LIONS:** Ronna Berghoff made motion; Ashley Wildman seconded it; motion carried.

**B. Auditor 2023:** Work in progress: some of the Audit firms have not responded yet, some have responded saying they cannot take on new clients. One responded saying they have questions. The auditor from Parkers Prairie who had said he might possibly be interested has since decided his schedule is too full and cannot take on a new client. Keep working on it.

## **MISCELLANEOUS:**

Message from someone that lives in town inquiring if Carlos does "Trunk & Treat". Brenton Engineering does this for several towns and would also get involved with Carlos if we do this. *Council said they would be open to it; but have more questions on exactly how this works.*

## **REMINDERS of UPCOMING EVENTS:**

**ADJOURNMENT:** Ronna Berghoff made a motion to adjourn the meeting; Donna Eveslage seconded it. Motion passed. Meeting Adjourned at 8:00pm

A handwritten signature in cursive script that reads "Lori D. Johnson". The signature is written in black ink and is underlined.

Lori D. Johnson, City of Carlos Clerk/Treasurer