

MINUTES

City of Carlos Regular Council Meeting

City Hall, Carlos, Minnesota

Thursday, April 9, 2020 7:00 PM

1. **Mayor Michael Bous called City of Carlos Regular Council meeting to order at 7:00 PM**
2. **Pledge of Allegiance @ 7:00 pm**
3. **Roll Call** was taken: Mayor Michael Bous; Council Members Ronna Berghoff, Teresa Zweig, and Todd Burgess and Council Member Maria Doucette were present. Public Works Official Jeff Gunderson, County Engineer Jared Voge, Fire Chief Tim Sukke, Fire Dept. Secretary Olivia Niblett and City Clerk/Treasurer Lori Johnson were in attendance.
4. **Meeting Minutes from March 12, 2019 were reviewed.** Todd Burgess made a motion to Approve the minutes, Maria Doucette seconded it. March 12, 2020 Minutes were approved.
5. Mayor asked for **Petitions from the Public**. None at this time.
7. **City Treasurer Report given by Lori Johnson**
 - a. Receipts were primarily from water bills. Only exceptions to this were the first quarter payment received for liquor license from Herby's and a special assessment fee.
 - b. Disbursements include the annual payment of \$13,898.43 for Firemen's turnout gear, (which was approved in last month's claims); and an ACH payment to BlackRidge Bank for more Deposit books and a check stamper
 - c. Claims: from #1548-1569 total \$8,989.66 One item that I need a signature on is #1560 for the Laptops for Fire Department (this was discussed in previous Council meetings). The final portion of payment to CLA for our audit; otherwise just utilities and supplies.
 - d. Our current checking balance is \$8700 and our claims total \$8,989.66 plus we will need the normal funds for payroll, taxes and the \$7810 transfer into the MPFA fund. We might possibly need to transfer money from the Bremer Savings account to cover. I would suggest \$15,000. Teresa made a motion to make a transfer \$ 15,000, Ronna seconded it Motion carried 4-0.
 - e. We have a CD at Blackridge that will reach maturity on April 16. Maria made a motion to roll it back into another CD for an additional 12 months, Todd seconded the motion. Motion carried 4-0.

Question was raised by Ronna as to phone at Fire Hall. Maria said that was to be part of the new contract negotiation with Gardonville for rent of space on water tower to put up their antennas. Discussion about getting the Contract renewed and signed, to have John Rolf look into it because he has the person who began the process. Maria said she will contact John about that.

Question was raised by Maria as to the outcome of check for battery for police car that was donated. Lori stated the check was voided as instructed; Lori and Jeff personally covered that expense.

Maria made a motion to approve the Treasures' report, Teresa seconded it; Motion carried 4-0.

8 Engineer Report, Jared Voge: Nothing to report. Available for questions.

9. Public Works Report, Jeff Gunderson

- a. Read all meters.
- b. Blade Alleys: Price of gravel will be between \$225 and \$250 per load
- c. Swept Streets: has done everything in Carlos that has a curb, will be also doing the rest. Doing Miltona streets tomorrow. Received go ahead to also do Nelson.
- d. Fire Extinguishers
- e. New Pickup FINALLY here Runs nice.
- f. Estimates for plow. Only one estimate that holds merit. Quote from Alex Auto & Marine for \$7690, installed. Todd made a motion to approve the purchase of plow from Alex Auto & Marine for \$7690; Maria seconded it. Motion passed 4-0.
- g. Clean up Day: Set up for April 25th. Not sure if Pope/Douglas Recycling Center will be able to participate because of shutdown. We could still do scrap metal and tires. Concern was raised regarding advertising the event as it might suggest a gathering of people. It was decided we would have people line up in cars and take care of one resident at a time – they could even stay in their car and just pop the trunk and we would take items out for them.
- h. Went to get quote for Decal on new truck; price would be approximately \$74 for a smaller version of what we have on plow truck. Maria made a motion to get that done, Teresa seconded it; motion carried 4-0.

Discussion began regarding old city truck: odometer has approximately 180,000; it is a 1994; put new (used) engine in it 3-4 years ago. Decision was made to list it for \$3000 and see what response we get.

10. Clerks Report, Lori Johnson

- a. Water bills done April 7. All Meters were read. What does Council advise pertaining to water shut offs during this pandemic? Council agreed to NOT shut off anyone's water and to put a \$100 cap on late fees. If accounts are still delinquent in October, the outstanding balances will be transferred to Property Taxes. It was decided to write up a "Covid Water Policy for period of March 1-December 31". Lori said she would do that and email it to Council members for approval.
- b. In response to John's comments about the water bills: he only told you one side of the conversation. When we were on the phone, he went into how in 2015 the Council had agreed that residents still are required to pay their entire bill, even if they are gone for the winter. This was the first I heard of it. What I saw in the software was a designation called "standby". This is just the flat water + health fee. I assumed this was how you bill properties where no one is there. He said no, no, no. I asked him what standby means then. He said he didn't really know, probably for empty business properties. As far as the property at 103 Main Avenue, I have been billing them the 'Standby Rate'; the new owner just doesn't think he should have to pay it because he had the water shut off as soon as he bought it. I am preparing him a letter stating that he does have to pay, per City Ordinance. Then John said I had to charge him for 2 units because that is the way the property was used before. We have no idea what he is going to do with the property or how he will restore or remodel it.
Discussion pursued on the issue of billing for properties that were temporarily vacant: (1.) there should be NO ONE on "Standby" (2.) Must pay even if water is turned off (3.) the full base rate - \$43 water \$25 sewer plus MN Health fee of \$0.81= \$68.81 (3.) If there are 2 units they need to be charged 2 base rate of \$68.81. (4.) if people come in and complain tell them to come to Council meeting
- c. Mayor Michael Bous came in during first week of shut down and said that he and Council Members agreed it was OK for me to continue to work at the office. I was to lock the door and put an explanation notice up for public, along with contact information.
- d. We have a spot on the Belle River Township Council Annual Meeting Monday, June 1st, 7:00pm at St. Nicholas Church.
- e. Chanse Pederson, 501 Muyres Avenue, called to ask about putting up a fence that would block off "an alley, that is not really an alley". I told him I thought the answer to that was NO, but I was not sure exactly what he was referring to. I said we would check into it. Council said to refer homeowner to Lynn Timm.
- f. I have had some communications with our City Attorney: The completed Union Contract is printed and ready to be signed. I told him the Council wanted to enlist his assistance with the legal verbiage of the 2 changes we need done to complete the Ordinances. In regards to the Muyres Estate property, I told him that the Council was interested in the possibility of the City buying the property. He said he referred the question on to their lawyer, but has not yet heard back.
- g. A person contacted me regarding extreme interest in purchasing a lot that is currently in the Muyres' Estate. Council responded just to tell person that it belongs to Muyres' Estate.
- h. I received the Order Acknowledgement for the Fire Department Washer/ Extractor. I wanted to confirm what the amount is that is agreed upon for the City to pay (through Carlos Fire Department Fund). Also, what is the process? Fire Chief said this is being shipped on April 22. Council stated to write the entire check from Carlos Fire Department Fund and money that is collected pertaining to this will be put back into this fund. Ronna made a motion to make that check, Todd seconded it. Motion carried 4-0
- i. I was contacted by a 'Pittsburgh Paint' company to see if we needed any inspections or repairs on our tower. Jeff stated we have always used McGuire Iron and does not need inspection every year. Ronna reminded us that we had previously decided not to put money into repairing water tower, that when the time came we would have a new one built. Hopefully at least partially with grant money. Jarod Voge stated that there is a particular grant that is available each year; has certain time line for application. Decided do not need to apply yet this year.

11. Fire Department Report, by Fire Chief Tim Sukke There was not a regular Fire Department meeting the first Monday of April due to the State shut down. Officers did get together to discuss a couple of essential matters: got the DNR grant filed in and sent, looking at getting hoses, etc. for new grass rig truck, extractor getting shipped the 22nd. One thing they were wondering: if they need extra room to do some training, if it would be OK with City to use the Event Center? Council said it was OK with them, but to also talk to Lions because they manage the Event Center. Asked about doing Public Relations/ training with Fire Trucks; for birthdays the Fire Trucks would drive by with lights and sirens during this shut down. Council agreed it was an excellent idea. Todd suggested sending out the mass communication through our alert system.

Issues were raised as to: (1.) are open meeting laws being followed? The answer was that only the Fire Relief Meetings need to be posted with an agenda, regular meetings do not need to be posted. (2.) Are Fire Department and First Responders trained to deal with Covid-19? Official guides on this training were just sent out earlier this week and has since been communicated to all Firemen and First Responders. Any new updates will be posted at Fire Hall and sent out in text messages. (3.) Fire Department should notify City before they hire new members.

12. Ball Park Committee Report: Nothing new to report. Question was raised pertaining to when and if the Ball Field should be thatched. It was decided that it is best to maintain ball field even though we cannot use it at this time, as it is an investment property of the City.

13. Sheriff Department Log: Council recommended that only one copy of this report be printed.

UNFINISHED BUSINESS

- a) **Clean-up Day;** discussed previously.
- b) **Big Truck Day:** postponed, but do not have an exact date as to when it will be.
- c) **Muyres Estate property:** still waiting for information
- d) **204 Main:** Ronna said she had inquired of the owners and they said it will be taken care of before Carlos Days and the Street Dance.

NEW BUSINESS

- a. **Water Bills:** Mayor Michael Bous said he had been in contact with West Central Initiative; they are going to let us know if there are any grants or funding to apply for with regard to Covid-19 effect on City.
- b. **Review estimates** for snow plow; previously discussed
- c. **What to do with old truck;** previously discussed
- d. **Help for Businesses** (Herby's) due to pandemic: Restaurant /Bar business hit especially hard with these closures. Liquor license that they are currently paying for is not even able to be used. The extra \$600 on top of unemployment is creating a situation where they might not be able to get employees back. Next quarterly portion of Liquor License (\$690) is due April 30th. Council decided to waive the next quarterly payment, since they are not able use it now anyway. The next quarterly payment will not come due until 6/30/2020. At that time we will re-visit the issue to see if shut down is still in effect.

MISCELLANEOUS/ UPCOMING EVENTS: None

ADJOURNMENT: Ronna Berghoff presented motion to adjourn, Maria Doucette seconded it; Motion carried 4-0. April 9, 2020 Council Meeting was adjourned at 8:45pm.



Lori D. Johnson, City of Carlos Clerk/Treasurer