

MINUTES of: City of Carlos Regular Council Meeting

City Hall, Carlos, Minnesota

Thursday, February 11, 2021 7:00 PM

Meeting was available to be attended in person or over Zoom

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; Council Members Ronna Berghoff, Teresa Zweig, Chris Miller and Todd Burgess were present. City Clerk/Treasurer Lori Johnson was also present. Mayor Michael Bous, City Engineer Jared Voge and Julie Anderson from Douglas County Emergency Management attended via Zoom.

****We had much technical difficulty getting Zoom to work properly. Ronna Berghoff volunteered to contact XS Consulting for clarification on Zoom set up and for information on ongoing support contract.****

4. Meeting Minutes from January 14, 2021 were reviewed. Ronna Berghoff made a motion to approve the minutes, Teresa Zweig seconded it; January 14, 2021 Minutes were approved 4-0.
5. Julie Anderson presented Instructions for Assessing Damage and receiving Assistance when there are Storms. Primarily she wanted the Council to know that there was help available, and all they had to do is reach out to her.

Mayor asked for Petitions from the Public. There were none.

6. City Treasurer Report given by Lori Johnson

Current Balance City Checking Account:	\$222,216.03
Current Balance Savings Account at First Western:	\$ 13,105.79
Current Balance MPFA Debt Service Fund:	\$ 60,952.55
Current Balance CD#6942:	\$100,000.00
Current Balance CD#6204	\$100,000.00
Current Balance Bremer Savings Account:	\$164,228.34
Total City of Carlos Assets:	<u>\$660,502.71</u>
Carlos Fire Department CD #6385	\$ 66,794.18

Receipts for January totaled: \$33,895.80

Disbursements for Month of January: \$168,311.58 This included our final Bond Payment to Wells Fargo for \$91,237.50 and our Final Bond Payment to First Western Bank & Trust for \$35,656.25

Claims #1771- #1793 for month of February total \$129,181.75.

Motion to approve Claims and Treasurer's Report by Teresa Zweig, seconded by Todd Burgess. Treasurer's Report approved 4-0.

7. **Engineer Report**, Jared Voge, Participated through Zoom. Explained his Memo regarding 2021 Fee Schedule: SAC -\$2,000 per unit, WAC- \$1,500 per unit, Sewer Trunk Area- \$2,500 per acre, Water Trunk Area- \$2,250 per acre. Jared recommended, after the audit, to consult with David Drown Associates to confirm that is an appropriate charge and comparable to other towns.

8. Public Works Report: Jeff Gunderson:

1. Read Meters.
2. Equipment Repairs; quite a bit of time needed for Snow Plow repair and maintenance
3. MPCA has been doing Online Inspections; this has taken a lot of extra time. His hourly report for month of January was available.

9. City of Carlos Clerk Report

- a.) Water bills done and mailed on February 6.
- b.) Received Invoices from Rose City Canopy for their work at Ball Field. They said it would be cheaper if Alex Electric billed us directly. I have those bills all included in Claims. They are wondering what more we would like them to do at ballfield this year (when we get out of this terrible deep freeze). I have included a Spreadsheet Report on how much we have spent vs. what is available, per our budget.
- c.) Worked with Evan from XS Consulting. He helped me set up the Email transfer from the old computer to new Email office@cityofcarlos.com. He also helped with some Zoom questions.
- d.) Continued working with CLA Auditors. They would like to Present their report at our March Meeting. There are just a couple of Related Party documents that need to be signed and submitted.
- e.) Got Information as to cost of a phone line in Event Center. Per suggestion of Council, I called Gardonville to see exactly what is included with the contract with them. The phone lines for the Event Center and the Office are *NOT* part of the current contract- but they said they would be glad to work with us to set up service at that location. I also called Century Link to find out what the cost would be from them to re-connect service at the Event Center. I have a Spreadsheet with the Cost Comparisons for Council to review, discuss and decide. Ronna Berghoff made motion for City to put in and pay for a basic land line (no long distance) through Century Link at Event Center; Chris Miller seconded the motion. Motion passed 4-0.

10. Fire Department Report: No one was present from Fire Department to present report.

11. Ball Park Committee Report: Clarke Comer was not in attendance.

12. Sheriff Department Log: Report available for anyone to look at on back table.

UNFINISHED BUSINESS

- A. Ronna Berghoff made a motion to continue working on fixing lights at Firemen's Field with money set aside in budget for Baseball field. Todd Burgess seconded the motion. Motion passed 4-0.
- B. Discussion on new Fire Hall location and funding. Previously discussed: slow progress.
- C. Only one date was available for at least 2 Council members to attend Negotiations for Union Contract.

NEW BUSINESS

- A. New Douglas County Sheriff Contract was approved to be signed by Mayor. It is same price as 2020.
- B. Ronna Berghoff made a motion to approve Annual Resolution to allow Electronic Funds Transfers. Teresa Zweig seconded the motion. Motion passed 4-0.
- C. Topic of possible Field House at Ball Park was tabled until next month because Clarke Comer could not make it to this meeting.
- D. Discussion on communication policy between Council members, Mayor and Clerk between monthly Council meetings: It was decided that most questions would have to wait until the next meeting. If there was an emergency, the best way to contact Council members and Mayor is through phone call or text.

MISCELLANEOUS:

On the topic of having Chris Miller train to be backup snow plow driver: Chris did check with LMC as to insurance liability regarding this, answer from LMC was that best not to do that because that would create a conflict of Chris having two different positions working for the City.

ADJOURNMENT: Ronna Berghoff presented motion to adjourn, Chris Miller seconded it. Motion carried 5-0. February 11, 2021 Council Meeting was adjourned at 9:20pm.



Lori D. Johnson, City of Carlos Clerk/Treasurer