

# MINUTES

## City of Carlos Regular Council Meeting

City Hall, Carlos, Minnesota

Thursday, February 13, 2020 7:00 PM

1. **Mayor Michael Bous called City of Carlos Regular Council meeting to order at 7:00 PM, February 13, 2020.**
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 January 9, 2019 were reviewed. Todd Burgess made a motion to Approve the minutes, Ronna Berghoff seconded it. **January 9, 2020 Minutes were approved.**
5. Mayor asked for **Petitions from the Public.**
  - a.) **Lynn Jenc, Community Education Director** gave a presentation on the new structure of the organization following the end of Lakes Area Recreation. She stated that the Community Education and Recreation do not get funding as part of the school system; they rely totally of fees and donations. City of Carlos' "share" of needed donations is still the same as it was as LAR, which is \$1497 per year. Ronna Berghoff made a motion to support the program with the donation of \$1497, payable in two parts. Maria Doucette seconded the motion. Motion carried 4-0.
  - b.) **Douglas County Sheriff Troy Wolbersen** was here at our request to discuss the new contract for 2020. He told us we would be getting monthly reports, or logs. Cost per hour will remain the same, \$39.44/hour for 20 hours per month. When asked if they could help with our stray dog problem, Troy responded they do not do that – *unless* it is a dangerous dog and then they will take care of it. Ronna Berghoff made a motion to continue the contract with Douglas County Sheriff Department for 20 additional hours of patrol each month for 2020. Teresa Zwiig seconded the motion. Motion passed 4-0.
  - c.) **Craig McMillan of "We've Got Your Back"** spoke next to share how their organization could be of assistance for certain projects. In particular, Fire Chief Tim Sukke had invited him to come in regards to the special washer/ extractor the fire department needs. The cost of this is approximately \$5000. Craig said they can assist with part of the cost. It was suggested that possibly the Lions could also help. It is under consideration that a good solution would be to split the cost 3 ways: City of Carlos, Lions, and "We've Got Your Back". It was agreed to research into more details and address it again at the March meeting.
6. **Treasurer Report** given by Lori Johnson:
  - (a) Water/ Sewer billing was completed and emails were sent out on February 6. 15 shut-off notices have been sent to residents with accounts more than 60 days past due. The total balance past due is \$6,801.87. Their shut off date is scheduled for Wednesday, March 4th.
  - (b) W2s, 1099s sent out, with all proper reports filed to Social Security and State.
  - (c) Receipts included last portion of 2019 property taxes from Douglas County: \$4628.41.
  - (d) Disbursements included \$6375 to sewer cleaners; 3 large bond payments.
  - (e) Claims include Interest payment on PFA bond of \$10,125, first payment to CLA for audit, payment of 2019 invoice of Larry Steidl Tree Service. Claims are #1497-1518 for a total of \$31,481.70. Motion to approve Treasurers Report was carried 4-0.
7. **Public Works Report:** Jeff Gunderson reported on our water analysis and testing. The results of most of our testing are excellent; MN Rural commended us for the good results. He said he had consulted with City Engineer and he had confirmed Jeff's Analysis and plan for slight correction of the concentration of copper.
8. **Clerks Report:**
  - a.) The Auditors came January 23 and 24<sup>th</sup>. John was on vacation and not available to help. The CLA Auditors will be coming to our March meeting to give their report. Reports for year-end were completed and submitted to the State and County, including Report of Outstanding Indebtedness.
  - b.) I am signed up for the Minnesota Municipal Clerks conference coming up for March 17-19. It is \$375 for 3 days of classes. I will stay at my son's in Sartell. Motion was made by Teresa Zweig to allow Lori Johnson to attend MCFOA conference, seconded by Ronna Berghoff and passed 4-0.
  - c.) Sue Midboe will be the Head Election Judge for the March 3 Presidential Primary. The poles are open from 7AM to 8PM. Sue and Marcia Okerlund are working the entire day. In the first half of the day we will have Joan Zimmel and Jeff Schiffman. The afternoon shift will be Linda Schackel and myself.

d.) We have had 2 issues with ordinances come up that need to be resolved:

(a.) Ordinance regarding parking regulations during snow removal. After some discussion it was agreed to clarify this ordinance to clearly state that ANYTIME there is a snowfall of 2" or more, it automatically means all residents of Carlos are required to have their vehicles off the street.

(b.) Ordinances regarding loose dogs. Sheriff Troy Wolbersen informed us their department does NOT take care of this, except in cases of dangerous dogs. Ronna B. looked into our ordinances and reminded Council that the fees for the dog tags were supposed to be used for the fee to the Humane Society if we had to take a dog there. Requested that Lori call Humane Society and find out what the fee is if a loose dog is taken there and **not** recovered by the owner.

e.) Regarding the Muyres property and the easement we have been trying to obtain on that alley: City Attorney has been working on this; there is now the question as to whether we have the intention of assessing that property for the water and sewer lines that were put into that property. Council responded that this was done before any of them became Council members, and I added there are no assessments on this property now, nor have ever been. Council requested Lori find out from our City Attorney if it is even legal to assess property this much after the work has been done.

f.) This week Alan Zeithamer, from ISD206 Board, stopped by to see how we were doing on getting together our reports for Donations to the School from Fire Fighters and Lions. Thanks to Linda Dahl and Rod Meyer I had the information and gave Alan copies of the reports. Alan said it will be a month or so before the school board has some pressing issues they are contending with right now, so he thinks in will be a month or so before can address our issue. We are on the Carlos Township Agenda for February 27 to start the conversation regarding financing of a new Fire Hall; it was decided that Todd Burgess and Maria Doucette would attend.

g.) I contacted Zimney Insurance regarding liability coverage required if the Lions ever decided to switch to selling strong beer; she said it usually goes by the dollar amount sold, not the type of alcohol and we are adequately covered. Also I found out that the Baseball Field is covered for up to \$2 million per occurrence for liability coverage.

**10. Fire Department Report:** Main issue was the funding for new washer/ extractor, which was already discussed. Annual checks for firemen are now available.

**11. First Responders Report:** Merger is at stand still, waiting to hear back from judge.

**12. Ball Park Committee Report:** Nothing new to report.

### **UNFINISHED BUSINESS**

a) **Reviewing New Ordinances:** Council requested Lori Johnson ask John Rolf to attend next meeting to assist in getting ordinances completed.

b) **Discussion on new Fire Hall Location and Funding.** John will also give report next meeting on the contribution due from Carlos Township and Belle River Township for fire protection. Both townships need to be made aware of upcoming project of new fire hall. As previously mentioned we are on Carlos Township agenda for Feb. 27 meeting.

### **NEW BUSINESS**

a) **New Attorney Contract** was discussed and approved.

b) **Other Items on Agenda** were previously discussed.

**ADJOURNMENT:** Todd Burgess presented motion to adjourn; Maria Doucette seconded it. February 13, 2020 Council Meeting was adjourned.

**CLOSED MEETING** was conducted regarding personnel issues.



Lori D. Johnson, City of Carlos Clerk/Treasurer