

MINUTES

City of Carlos Regular Council Meeting

City Hall, Carlos, Minnesota

Thursday, January 9, 2020 7:00 PM

1. **Mayor Michael Bous called City of Carlos Regular Council meeting to order at 7:00 PM, January 9, 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 were present. Council Member Maria Doucette was absent. Public Works Superintendent Jeff Gunderson and City Clerk/Treasurer Lori Johnson were in attendance.
4. Meeting Minutes from December 12, 2019 were reviewed. Todd Burgess made a motion to Approve the minutes, Teresa Zweig seconded it. **December 12, 2019 Minutes were approved.**
5. Mayor asked for **Petitions from the Public**. There were none at this time.
6. Mayor Bous called for the first order of business to be the **discussion of Lighting Expenses for Firemen's Field**. Todd Tolifson, Manager of Rose City Canopy, and Wayne Jenzen from the Ball Park Committee were in attendance. Todd distributed maps, pictures to show present state of stadium lighting to all council members. They worked on one pole the last time they were there and when they left, there were a total of 13 lights out. Todd presented a quote to furnish and install new wiring, fuses, bulbs and ballasts for 8 poles; this includes 14 1500 watt Bulbs and 14 multi-tap 1500 watt ballasts. The quote covers 3 men (2 electricians and 1 certified Crane/boom operator) for approximately 4 days or 32 hours. The cost to city would be \$29,996.00. One problem is access to the field when the ground is frozen so as not to damage the field and yet it is not too cold for the men to work.

Michael Bous asked about the previously discussed idea of running a conduit on the outside of the pole. Todd Tolifson said the electricians said that is not an option because it would violate code. Todd Burgess asked how do we keep the mice from chewing up the new wires we would install. Todd Tolifson said we would have to close off base and have mouse poison. Ronna Berghoff asked if this is typical wear for 20 years. Todd Tolifson said yes, very typical. Ronna asked how to maintain new work. Wayne Jenzen said they could close up base with concrete, but it would probably crack. Todd T said there is a new kind of non-shrinking cement. Councilman Todd B. asked if doing one pole per year would be feasible. Todd T said the quote pertains to going out to field in 4 trips, doing 2 poles per day. If you were to break it down more than that, the cost would increase. Council said they would discuss all of this and let Todd Tolifson know their answer. Mayor and Council thanked Todd for coming to the meeting to present all of this information.
7. **Treasurers Report** given by Lori Johnson. Items of interest on Claims list include 3 large payments of bonds. One other claim is for the payment of Sewer Cleaners, who finally came. We have been waiting for them for 2 years. Our portion of tax revenue from Douglas County is included in the Receipts. Also we have a Receipt from MN Mgmt & Budget Office of LGA (local government aid) which comes to us every year at approximately this time. We will have to transfer money from Bremer Savings to our Blackridge checking account to cover all the claims for this month (which include the 3 large bond payments). Teresa Zweig made a motion for approval of Treasurers report and claims #1475-1496. She added to this motion an approval for transfer of

funds from Bremer Savings to Blackridge Checking for \$30,000. Ronna Berghoff seconded the motion. All were in favor. Motion carried.

8. Public Works Report: Jeff Gunderson reported on our water analysis and testing. He said the results of most of our testing are excellent; MN Rural commended us for the good results. However one upcoming test that we are near the edge of acceptable level is copper. Jeff said that he started working on this situation last March at the MN Rural Water convention. He had discussions with suppliers of chemicals and other professionals as to plans to correct the concentration of copper. They resolved that adding poly-ortho should correct the situation. Jeff has been implementing this plan since last summer; it is not working. The reason it is not working is our PH level of water is too low. To adjust the PH level, we need to add Caustic Soda, which is neither expensive nor toxic. The cost of doing this would normally be about \$2500; however Jeff has saved most of the parts required so he has almost everything on hand to make this adjustment. He said he might need an electrician to put in a dedicated outlet, and we would need to contract someone to drill a hole into the big metal pipe. Next copper tests are due in August. Jeff is asking for OK from Council to go ahead with plan. Ronna Berghoff asked if drilling a hole in pipe is only solution. Jeff said that that is what all of the professionals he has consulted with are leaning towards. Council asked Jeff if he had consulted with City Engineer; Jeff said he had not yet at this time. Jarod Voge was not able to attend this Council meeting. The Council agreed that if Engineer was consulted and he agreed this is the best way to go, they are OK with it. They asked for updated on consult with Engineer before next meeting. Jeff Gunderson said the 2nd issue on his report pertains to replacing the lawn mower. Jeff said he got a quote from Wadena last year of \$7500 to trade our old one for a new one. He would like to proceed with the deal. Ronna asked if the new mower was in the budget. Lori Johnson, Treasurer, said yes that is in the budget for 2020. Ronna said she wanted to look at old mower first to determine if she thought a new mower was needed. Teresa Zweig asked for an update on the “newer” used pickup we are supposed to be getting from Douglas County. Jeff said they at Douglas County are still waiting on their new pickup, and would let us know as soon as their used one is available.

9. Clerks Report: Not much to report since last meeting, with the Christmas holiday. Water bills were sent out on January 7th. As for Election Judges for the March 3rd Primary: there is a required training on January 15th and Karen Grundei will not be available to attend, so Sue Midboe will be our Head Election Judge. She will work the entire day, Marcia Okerlund will work the entire day. For our population, we are required to have at least 3 judges on duty all day. Jeff Shiffman and Joan Zimmel will be working in the morning. Linda Schackel and myself will be working the afternoon shift. A letter was received from Scott Stumpf, a Law Enforcement Instructor at Alex Technical & Community College. The college had their mechanic assess our old police car and have a report which itemizes the costs that would be involved for them to get the police car in condition suitable for their use. A copy of letter and report are included in everyone’s packet. Ronna Berghoff made a motion to donate the police car to the technical college, “as is”. Teresa Zweig seconded the motion. All were in favor, motion carried.

10. Fire Department Report: Fire Chief Tim Sukke stated that they had concluded new elections for officers. Secretary of Fire Department supplied us with the minutes of their last meeting. Fire Chief Sukke reported that Unit #9 is in need of repair and that is one of the first things that is on their agenda. Councilwoman Ronna Berghoff asked about an item on the Firemens’ Minutes pertaining to the selling of strong beer. It was reported that at this time, it is an issue that is being discussed and researched as to what would be involved and who would be interested. The question was raised as to whether the City would be required to have more liability insurance if the change was made to strong beer instead of 3.2. Council requested that Clerk check into

insurance requirements. Ronna asked how progress was coming on the plan of the school property being used to build a new Fire Hall. Alan Zeithammer had requested a report of the donations made by the Lions and the Firemen to the school. Linda Dahl offered to get a report of donations. Treasurer Lori Johnson stated she has report on the Firemen's CD, which Adam Pitcher had requested. This needs immediate attention because renewal date is coming up this month. Also Lori asked if she could forward all the emails she gets that pertain to the Fire Department. Olivia Niblett said send them to her; she would take care of them.

11. First Responders Report: Right now everything regarding merger is at stand still, waiting to hear back from judge.

12. Ball Park Committee Report: Wayne Jenzen reported that the Baseball Committee should be able to match the \$2500 the City has set aside in the budget. Wayne also suggested that Greg Nathe or someone from the Ball Park Committee could apply for matching grants. Todd Burgess suggested applying to the Carlos Lions for matching funds.

UNFINISHED BUSINESS

- a) **Reviewing New Ordinances:** John Rolf has been in charge of this project. There is just one chapter left. Council requested Lori Johnson call John to find out where we are at on this project and get the next chapter available for review by Council at February's meeting.
- b) **Discussion on new Fire Hall Location and Funding.** John has been working on formula to establish Carlos Township and Belle River Township share to contribute for fire protection. Both townships need to be made aware of upcoming project of new fire hall. Consensus by all that this project needs to be accomplished before there is turnover of new officers and school board members. The plan going forward would be to find out when the Carlos Township Budget meeting and the Belle River Township budget meetings are, and to get City of Carlos/Fire Department on their agenda to present this information. Fire Chief Tim Sukke suggested bringing to the townships the idea of forming a joint powers committee.

NEW BUSINESS

- a) **City Audit date set January 23 and 24, 2020:** Lori Johnson had requested the audit be postponed until John Rolf is back from vacation; CLA (Clifton Larson Allen-our audit firm) would not agree to that, but suggested we leave the dates of 1/23 & 1/24 to get the majority of the work done and leave the audit open for any questions or problems I might have to be resolved when John gets back from vacation. Mayor will need to sign CLA Engagement Letter.
- b) **Review 2019 Budget as compared to Actual:** It was concluded that Revenues were higher than budget and Expenses less than budget; therefore overall a good result.
- c) **Designate City Council positions:** It was decided that all positions would remain the same until Clerk obtains form. Tabled until February meeting.
- d) **Designate Regular Council Meeting Dates for 2020:** Continue to have Council Meetings the second Thursday of each month: February 13, March 12, April 9, May 14, June 11, July 9, August, 13, September 10, October 8, November 12 and December 10.
- e) **Report of Outstanding Indebtedness:** Treasurer Lori Johnson said she was going to work with John Rolf on this report before he leaves for vacation January 17th.

MISCELLANEOUS

1. Councilman Todd Burgess reminded Council that there needed to be a new contract negotiated with Douglas County Sherriff's Office as to extra patrol hours in Carlos. It was requested that Clerk Lori Johnson call Sherriff's Office and have them come to February Council Meeting to discuss this. Council wants a log report from Sherriff to know what they are actually doing in the 20 hours we pay them for.
2. Todd Burgess noted there is a camper on lot behind the bank. Linda Dahl said that belongs to Jeff Forrestal, who bought that camper from Linda to live in through the winter while he refinishes his house. Therefore Council concluded that since that is the case, no ordinances are being violated.
3. Todd Burgess also wanted to address a car parked that has not been moved in a long time and is now basically buried in a block of ice. Jeff Gunderson added that there also have been cars in the way of plowing on 5th Street; Linda Dahl added there is a similar situation of a car that has not been moved on Main Street. Todd suggested these vehicles should be moved at owners' expense. Teresa said the owners of vehicles and the landlords of rentals should be notified and given a certain amount of time to get the vehicles moved; after that the City would have them removed at the owners' expense. Check the ordinance to see if it specifies a certain length of time they have to remove vehicles; if it doesn't specify Council says 10 days. Todd Burgess suggested that an All City Alert be sent out stating that vehicles have to be off the road and out of the way so the roads can be plowed. Clerk Lori asked if we should designate one side of street certain days, other side other days? Todd said since we are a small city, we should not have to do that.
4. Jeff Gunderson brought up the issue of the report on a large amount of waste water that was pumped last month; levels are back to normal, everything OK now.

REMINDERS OF UPCOMING EVENTS: February short month; nothing coming up.
March 3rd we have the Presidential Primary.

ADJOURNMENT: Michael Bous presented motion to adjourn; Ronna Berhoff seconded it.
January 9, 2020 Council Meeting was adjourned at 9:00 pm

Lori D Johnson

Lori D. Johnson, City of Carlos Clerk/Treasurer