

MINUTES of: City of Carlos Regular Council Meeting
City Hall, Carlos, Minnesota
Thursday, June 10, 2021 7:00 PM
Meeting was available to be attended in person or over Zoom

1. **Acting Mayor Todd Burgess called City of Carlos Regular Council meeting to order at 7:00**
2. **Pledge of Allegiance @ 7:00 pm**
3. **Roll Call** was taken; Acting Mayor Todd Burgess, Council Members Teresa Zwieg, Chris Miller and Ronna Berghoff present. City Clerk/Treasurer Lori Johnson and Public Works Operator Jeff Gunderson were in attendance. City Engineer Jared Voge and Fire Chief Tim Sukke were also in attendance.
4. **Meeting Minutes from May 13, 2021 were reviewed.** Teresa Zwieg made a motion to approve May Minutes, with the correction to include Ronna Berghoff's name in paragraph (e.) of public petitions. Chris Miller seconded the motion. May 13, 2021 Minutes were approved 4-0.

5. Mayor asked for Petitions from the Public

6. City Treasurer Report given by Lori Johnson

May 31 Balance City Checking Account:	\$144,499.38
May 31 Balance Savings Account at First Western:	\$ 13,107.94
May 31 Balance MPFA Debt Service Fund:	\$ 74,420.39
May 31 Balance CD#6942:	\$100,000.00
May 31 Balance CD#6204	\$100,000.00
May 31 Balance Bremer Savings Account:	<u>\$164,239.14</u>
Total City of Carlos Assets as of May 31, 2021:	<u>\$594,792.95</u>
Carlos Fire Department CD #6385	\$ 66,893.00

Receipts for May totaled: \$31,914.19

Disbursements for Month of May: \$44,495.02

Claims #1865 - #1879 for month of June total \$3,320.37.

Late Fees On May water bills sent on June 6 totaled \$659.28

Teresa Zweig made a motion to approve the Treasurer's Report and Claims, Ronna Berghoff seconded the motion; Motion passed 4-0.

7. **Engineer Report**, Jared Voge submitted a Repair Quote to repair cracks on the new City pavement- which amounted to \$3,447.50; he also submitted quote for repairing entire town pavement cracks- \$12,995.00. This quote was from a company in Mountain Lake, MN. Council thanked Jared Voge for the report and said they would take it into consideration.

8. Public Works Report:

- a. Concern about people other than Carlos Residents dumping in Brush Pile. In last month there had also been items dropped there that were NOT brush (refrigerators, etc.) Jeff said he had already removed the debris. This is a problem and difficult to monitor; Jeff suggested a camera might help.
- b. The Lawn Mower needed repair again. Jeff had to spend considerable time and expense repairing. Councilman Chris Miller brought up that we should probably just invest in a new lawn mower. Council agreed we could look into what is available; there is concern right now all prices are high.

9. City of Carlos Clerk Report

- a. Meter Readings were done on June 3 with the assistance of Meter Reader on loan from Core & Main. I came in and did water billing on June 6. We have a few residents that are quite far behind in paying their water bills. I am seeking any updated information regarding if we can legally shut off water yet on delinquent accounts.
- b. I will be attending the MCFOA conference in St. Cloud next week, Tuesday thru Thursday. I am looking forward to attending the classes and meeting other clerks.
- c. I checked into getting quotes on Carlos-wide garbage service, as requested. Shannon Schmidt from Alex Rubbish suggested a possible way to arrive at a quote was for them to offer a certain rate per household, or maybe a choice of 2 sizes. He also said that if we seriously want to pursue this, he would like to come to a Council Meeting to discuss this and answer questions. I also was able to contact Jeff Bertrum of West Central

Sanitation. He sent me an email with a list of questions that would need to be answered before he could give a quote. I was not able to communicate with any one at Waste Management, when calling them I could not access anything but computers.

- d. There was an Otter Tail Power Savings Analysis done to give examples of possible savings. I have included those reports in your paperwork.
- e. I have tried several times to contact Adam Pitcher regarding a check we received from Ridgewater college; it appears to be a refund of the money paid for some firefighter training. I have not deposited the check; waiting on some explanation. *Tim Sukke said he will tell Adam to call me.*
- f. I got the paperwork ready from the bank to get the signors all up to date at the bank. *There was a question as to why Chris Miller was not included; a question also arose as to whether person to be appointed to fill vacancy on Council left by Todd becoming Acting Mayor should have be included in signors. It was decided to have the paperwork re-done to include Chris. When getting paperwork from Bank, I realized that Teresa Zwiieg is already listed as a signor; this had been the immediate concern to confirm we currently have 3 signors available to sign checks.*
- g. When I was at the bank, the manager asked me to check to see if it is legal the way Jeff Forrestal's camper is parked. She said it blocks the view for people to exit safely from the drive-thru. There was a question raised as to whether the space his camper is parked on is City property or belonging to Jeff Forrestal. I looked up the property lines and that area is NOT part of Jeff Forrestal's property. I have enclosed pictures of the property lines and a copy of the Carlos Ordinance on parking in your packets. *Council told Clerk to write letter to Jeff Forrestal to inform him he is in violation of City Ordinance, along with copy of ordinances pertaining to parking.*
- h. I did send a letter to 502 Douglas Avenue, (along with a copy of the Ordinance pertaining to parking), in regard to the illegal and dangerous parking of the long trailer and vehicles. I have not seen any changes to their parking of vehicles. *On way to meeting tonight, I saw that residents of 502 Douglas have now complied with letter and ordinances.*
- i. The Citations for the 2 residents with problem garbage were sent certified mail by the Law Office. All were returned unopened. The residents at 10 Carlos Avenue had their arraignment hearing at 9am June 9th. They entered a Not Guilty plea. The next step will be a Settlement Conference which is scheduled for June 14. The other property, 505 Douglas Avenue, has their arraignment hearing set for June 16.
- j. I have been notified by the School District that there will be a Primary Election on August 10th for a vacant school board election. There will also be a Special General Election on November 2. We have been requested to merge with Carlos Township for these and hold them at the Event Center. The school district will be paying for these elections. If we also want to have any type of Special Local Election, we will need to supply a couple extra Judges to handle that ballot. I need to know what your intentions are so I can coordinate with Karen Grunde, Rebecca Anderson and Maggie Timm. *Karen Grunde stated that it would be less expensive for the City to just appoint someone to fill in the vacant Council position for now and have the election in the normal election cycle in 2022. Council agreed and told Clerk to put out Public Announcement to inform all residents who were interested in serving on Council to come to July meeting, where Council will choose and appoint someone.*
- k. I will be going on vacation the week of June 21st thru July 2nd. I have secured Karen Grunde to come in a few times to check on things here in the office.
- l. The Public Health will be holding a Covid Vaccination Clinic here in the City Office June 30th from 10am to 2pm. Karen has agreed to cover that time. *Karen Grunde stated that she was available and would fill in for Clerk.*
- m. The Lions brought in a Donation for \$35,000 to the City of Carlos and a separate donation of \$10,000 designated to the Carlos Fire Department. I have prepared the Resolution to accept those Donations. *This Resolution was accepted and signed by Council. Todd Burgess had a question as to whether this should be separated into 2 distinct Resolutions. Clerk said she would check into that.*

10. Fire Department Report: Fire Chief Tim Sukke gave report: CFD has applied for DNR grant this year. Things are in order for Carlos Days and Street Dance on July 10: Eric Thesing is in charge of Parade which will begin at 2pm, several Fire Departments will participate in Water Fight, hamburgers and hotdogs will be grilled and sold as in other years, Temporary Liquor License has been secured, 4 Sheriff posse and 2 deputies will be on hand to monitor. *Council stated that the Deputies' hours could be taken out of additional 40 that we already pay for.*

11. Ball Park Committee Report: Ronna Berghoff reported that Cougar Cubs practice/ play every Monday and Wednesday. New lights working well.

12. Sheriff Department Log: Report available for anyone to look at on back table and is on the City of Carlos webpage.

UNFINISHED BUSINESS

- A. Discuss Cameras:** Council decided that we could at least look into pricing; for sure interested in having cameras at brush pile. Council asked Clerk to check into pricing. Clerk said would not have time until July, they said that was ok.
- B. Practice fields for Cougar Cubs:** Council said this was brought up years ago and it was decided that was up to Baseball Club to determine, and to use their own funds.

NEW BUSINESS

- A. Kortni Botzet Memorial Event:** Ronna Berghoff made a Motion to officially approve Event for July 10th; Teresa Zwiig seconded it. Motioned carried 4-0.
- B. Liquor License CFD for Street Dance:** Motion to officially approve Temporary Liquor License for Carlos Firefighters Relief Association on July 10 made by Ronna Berghoff, seconded by Chris Miller. Motion passed 4-0.
- C. Brush Pile:** Previously discussed in Public Works report and Camera issue.

MISCELLANEOUS: none

REMINDERS of UPCOMING EVENTS: Carlos Days, Kortni Botzet Memorial Event

ADJOURNMENT: Ronna Berghoff presented motion to adjourn, Chris Miller seconded it. Motion carried 4-0. June 10, 2021 Council Meeting was adjourned.



Lori D. Johnson, City of Carlos Clerk/Treasurer