

**MINUTES of: City of Carlos Regular Council Meeting City Hall/ Office, Carlos, MN
Thursday, March 14, 2024 7:00 PM**

Meeting was available to be attended in person or over Zoom.

Mayor Todd Burgess called City of Carlos Regular Council meeting to order at 7:00pm

• Pledge of Allegiance @ 7:00 pm

- **Roll Call** was taken: Mayor Todd Burgess;, Donna Eveslage, Ashley Wildman were present. Council Members Ronna Berghoff and James Young were absent. In attendance: City Engineer Jared Voge, Fire Chief Colten Steidl and Fireman Jacob Steidl, City Clerk/Treasurer Lori Johnson, Public Works Superintendent Jeff Gunderson and Assistant Head Judge Jackie Dokken. Also in attendance were Dan Nokovich, James Whipkey, Bryan Balcome and Teresa Zweg. Part-Time Public Works Wayne Johnson attended via Zoom.
- **Meeting Minutes from February 8th were reviewed.** Ashley Wildman made a motion to approve February Minutes; Donna Eveslage seconded it. Motion passed.
- **Report from Head Judge Sue Midboe:** Sue was unavailable so Assistant Head Judge Jackie Dokken gave the report of the Presidential Primary held on March 5th:
 - There were 7 election Judges, including 2 new Judges.
 - There are 324 registered voters for City of Carlos Precinct; 54 actual voters
 - 43 voted Republican: 33 Trump, 9 Haley, 1 DeSantos
 - 11 voted Democrat: 10 Biden, 1 under vote
 - 0 voted for Legal Marijuana party.

• Mayor requested Petitions from the Public:

James Whipkey: Seeking Conditional Use Permit for his second lot, an online bidding company for K-BID. There would not be a lot of foot traffic, just people picking up their purchases. This would be a temporary situation, until other land is secured. There would be a tarp shed put up to enclose items to be picked up; the majority of items would be stored out of town on other land that Jim owns. Council said Jim should have a discussion with neighbor about whether a privacy fence should be installed. Ashley Wildman made a Motion to approve the Conditional Use Permit; Donna Eveslage seconded it. Motion carried.

Dan Nokovich: Seeking discussion pertaining to a previously submitted Memo regarding creating a more involved summer celebration with a variety of events (horse & buggy days, car show, ice cream social, vendor booths, etc.) Council told Dan that as a City Council, using taxpayer funds, they are not allowed to do this. The proper way would be to have residents voluntarily form committees and plan these activities. Back almost 20 years ago Carlos had a 2-day Summer Event and it was quite involved. There were several different groups and committees that organized it. At this time, the Carlos Relief Association puts on the annual Carlos Dayz with a parade, water fight, food and beverage sales, and a street dance in the evening. The Council told Dan he is welcome to try to get more activities going again.

REPORTS OF OFFICERS, BOARDS AND COMMITTEES:

a.) City Treasurer Report given by Lori Johnson

February 29 Balance City Checking Account:	\$45,246.68
February 29 Balance Savings Account:	\$613,952.09
February 29 Balance MPFA Debt Service Fund:	\$ 42,007.57
February 29 Balance CD#1237632: Matured 2/21/29	\$0.00
February 29 Balance CD#1237634: Matures 12/21/24, 12 mo., 5.25%	\$103,403.42
February 29 Balance Bremer Savings Account:	<u>\$474,086.85</u>
Total City of Carlos Assets February 29, 2024:	\$1,278,696.61

Receipts for February totaled: \$133,522.40

(this includes the receipt into Savings of the Matured CD # 1237632 of \$103,985.70)

Disbursements for February: \$31,795.86

Late Fees on February water bills sent March 6th were \$881.33

Claims #2540 - #2571 for month of March total: \$50,367.42

I have transferred \$50,000 from Savings to Checking on March 13.

Clerk reported at this time the Reconciliation is not balanced; it is \$424.81 off. I will keep working on it until I get it figured out. Therefore, we can only make amotion to approve the Claims and pay the bills. The February Reconciliation will be re-presented at the April Meeting for Approval.

Donna Eveslage made a motion to approve February Claims and checks written; Ashley Wildman seconded it.

Motion passed.

<u>Fire Department Annual Paychecks & PT</u>					<u>CLAIMS 2540 -2571 MARCH 2024</u>				
<u>Date</u>	<u>Vendor</u>	<u>Claim#</u>	<u>Check#</u>	<u>Amount</u>	<u>Date</u>	<u>Vendor</u>	<u>Claim#</u>	<u>Check#</u>	<u>Amount</u>
3/13/24	Maria Doucette		11642	\$360.16					
3/13/24	Bobbi Hacker		11643	\$286.28	3/13/24	JZ Fire Extinguisher	2552	11662	\$191.00
3/13/24	Daniel Hewitt		11644	\$46.17	3/13/24	RMB	2553	11663	\$20.00
3/13/24	Mike Michaelson		11645	\$249.34	3/13/24	Douglas Cty Pub Wks	2554	11664	\$210.09
3/13/24	Dylan Sheridan		11646	\$46.17	3/13/24	Menard's	2555	11665	\$99.90
3/13/24	Parker Sukke		11647	\$332.46	3/13/24	Dakota Supply Group	2556	11666	\$55.26
3/13/24	Tim Sukke		11648	\$554.10	3/13/24	Farm Supply	2557	11667	\$14.39
3/13/24	Wayne Johnson		11649	\$27.70	3/13/24	ACE	2558	11668	\$65.95
<u>CLAIMS 2540 -2571 MARCH 2024</u>					3/13/24	Moench Body Shop	2559	11669	\$91.20
<u>Date</u>	<u>Vendor</u>	<u>Claim#</u>	<u>Check#</u>	<u>Amount</u>	3/13/24	Calos Firemen Relief	2560	11670	\$21,538.75
3/13/24	Douglas Cty Sheriff	2540	11650	\$901.20	3/13/24	XS Consulting	2561	11671	\$161.92
3/13/24	Alex Rubbish	2541	11651	\$123.32	3/13/24	Doug Cty Fire Chiefs	2562	11672	\$140.00
3/13/24	D&D Mfg	2542	11652	\$235.00	3/13/24	MN Pollution Control	2563	11673	\$505.00
3/13/24	Brothers Market	2543	11653	\$139.65	3/13/24	Volunteer Firefighter	2564	11674	\$232.00
3/13/24	Thornton, Dolan, Bowen	2544	11654	\$1,231.00	3/13/24	Herby's	2565	11675	\$444.53
3/13/24	Core & Main	2545	11655	\$72.98	3/13/24	Granite Electronics	2566	11676	\$765.00
3/13/24	XS Consulting	2546	11656	\$500.00	3/13/24	Great Plains Fire	2567	11677	\$998.39
3/13/24	Victor Lundeen Co	2547	11657	\$425.77	3/13/24	Myher Fabrication	2568	11678	\$420.00
3/13/24	Display Sales	2548	11658	\$4,293.00	3/13/24	Kalin Hacker	2569	11679	\$34.84
3/13/24	MN Dept of Health	2549	11659	\$554.00	3/13/24	Jeff Gunderson	2570	11680	\$123.28
3/13/24	Larry Steidl	2550	11660	\$2,400.00	3/14/24	Ultimate Safety Concepts	2571	11681	\$13,050.00
3/13/24	Lakes Area Excavating	2551	11661	\$330.00				TOTAL CLAIMS	\$50,367.42

- b.) **Engineer Report, Jared Voge:** We have a quote to approve from ESRI, which is the company which will be facilitating our Lead Service Line Inventory/GIS Project (which will be reimbursed by a grant from the MDH). It does need to be approved and signed. Donna Eveslage made a motion to approve this; Ashley Wildman seconded it. Motion carried.
- c.) **Public Works Report:** Jeff Gunderson reported that at the MRWA Conference he spoke to the sewer cleaners, J&R WasteWater, and they promised they will be here this spring. New Christmas decorations are here; they are up in the loft if anyone wants to look at them. They are bright and heavy. Since they are from same company, it appears they have the same mounts as previous ones. There was some warranty work done on mower, that is ready to go for Spring. Had to get a new battery in the mule; that battery was 20 years old. Rose City Sign has looked at Ballpark pole lights and have ordered what is needed to repair 2 of them. Clean Up day will be May 4th this year. The guys from Pope Douglas Recycling will not be able to come out and help this year because they are in the midst of putting up a new building. We will have to do all labor ourselves, will be relying heavily on the Lions. We can still collect the E-Waste, we just have to take a trailer full of it into them ourselves. Donna asked about the signs: Jeff said that he did have one new sign up and had attempted to put one out by mobile home park and the ground was just too hard right now.
- d.) Teresa Zwieg asked if the City would like her to do the extra thatching and preparing of the ball field and park again this year. Donna Eveslage made a motion to approve Teresa taking care of that for the City again this year; Ashley Wildman seconded it. Motion carried. Donna brought up that there is a lot of garbage and downed trees and asking how we should go about getting it cleaned up. Mayor Todd said Clerk Lori should contact the Base Ball Association and have them talk to Donna on this.

e.) Carlos Clerk Report, Lori Johnson:

- Meters read 2/29/24. Water bills were done and sent March 6th. Late Fees this month were \$881.33 On March 8th, Chad from Core & Main in Fargo came to help us with some technical problems that we still have on about 5 accounts. Chad, Jeff, Wayne, and I went through some trouble shooting. It was an educational experience. I learned how to look up some reports that I didn't know about before to try to narrow down the problem. There are still a few issues unresolved that, after they did every test to eliminated the cause being a meter, that I will need to connect with our Water Software company on.
- The Pole Christmas Lights were ordered. When I put the order in, the Christmas Stocking one was out of stock. We substituted with a Candy Cane, it was also a 6' one and just a bit less in price. They have already been delivered and Jeff has hauled them up to the loft. They look very colorful!!
- Rose City Sign came out to look at Stadium lights with Jeff. They decided which would be the best 2 Ball Park Lights to be fixed. They have ordered what they need and have contacted Alexandria Electric to coordinate the project. They will watch the weather, and when there is a suitable day, they will take care of it.
- Another VERY BUSY month for me. The Audit has been completed and is now being reviewed by the Partner. They do not have a draft copy ready for you to review at this time. I had to do a lot of research to acquire the details that our CPA, Jordan White requested. I had to contact our MPFA Loan Officer for documents and he was on vacation a few days. Then there were questions on our Conduit Loan and I had to do a LOT of digging to even find out who to contact on that. Those are loans that a previous Council in 2017 allowed us to participate in to support the new Grand Arbors project. I really don't understand it, because we don't have to pay anything on this loan, they just used the support of several towns around Alexandria to put their big loan project together. So Jordan just finished everything last Friday and there has not been sufficient time yet for the Partner Review. The next step will be to schedule the Zoom presentation by the Partner to our Council. Since I will be gone the April meeting (going to watch the Solar Eclipse in Missouri 😊), we are expecting this presentation will be at our May meeting.
- The Presidential Primary was March 5th. That is paid for by the political parties. I will be turning in receipts to the County, who in turn turns a compiled receipt for the whole County in to get reimbursed.

f.) Fire Department Report: Fire Chief Colten Steidl

CARLOS FIRE DEPT. CALL LOG FEBRUARY 2024						
	<u>City of Carlos</u>	<u>Belle River</u>	<u>Carlos Township</u>	<u>Alex Township</u>	<u>Mutual Aid</u>	<u>TOTALS</u>
MEDICAL	2	1	3	1	0	7
FIRE RESCUE	0	1	0	0	0	1

- Colten reported that Tim Sukke has now retired.
- Had Pumper truck #5 in for repair at North Central International.
- They have received the new turnout gear. They like it.
- They still need new boots.
- Because it is so dry out, we are in a burning ban. There will be no Fire Permits issued. 3-ft backyard campfires are still allowed.

g.) Ball Park Committee Report: Nothing to report at this time.

h.) Sheriff Department Log: Looks good.

UNFINISHED BUSINESS

A. NEW FIRE HALL UPDATE: Nothing new to report.

B. REVIEW 2025 FIRE Protection Calculation & Report on Township Meetings

- Todd Burgess, Colten Steidl and Donna Eveslage attended Carlos Township meeting. They approved the Fire Protection Calculation Amount for 2025. They believe they approved the Joint Powers Agreement, after much discussion. We will have to get an official report on that from the Firehall Committee on that.
- Todd Burgess, Colten Steidl and Donna Eveslage also attended the Belle River Township meeting. The Joint Powers Agreement was voted on and approved. The Fire Protection Calculation Amount for 2025 was also approved.
- The Alex Township meeting will be on April 15th

C. UPDATE “NUISANCE PROPERTIES” Committee Member Donna Eveslage reported: She is going to include the Clean Up poster with the letters to the list of problem properties.

D. NEW BUILDING INSPECTOR: Clerk reported that no one from the Rum River Company has got back to us as they said they would. Mayor Todd emphasized the time crunch and said another request to them was in order.

NEW BUSINESS

A. RESOLUTION to RECEIVE Donation/Grant for CFD from REA. Ashley Wildman made a motion to approve Resolution No. 2024-3-14; Donna Eveslage seconded it. Motion carried.

B. REVIEW Auditor’s Draft of Completed Audit: Clerk reported that was not available yet to review, so this will be moved to April’s Agenda.

C. Discuss and Decide whether to put proceeds of matured CD 1237632 into another CD: Clerk reported on rates available at several banks. Ashley Wildman made a motion to open a CD for \$200,000 with First Western Bank for the 6-month term at the rate of 5.06%; Donna Eveslage seconded it. Motion Carried.

MISCELLANEOUS:

- COMPLAINT was turned into the City Office regarding excessive oil leakage on a driveway, so much so the neighbor has noticed actual sparks. Mayor Todd asked for suggestions from Engineer Jared as to how that should be addressed. Jared said he would help construct a letter based on Ordinances pertaining to the safety hazard and to polluting ground water.

REMINDERS of UPCOMING EVENTS:

- Clerk mentioned a notice for a Leadership Training Event called Run4Rural to take place at Alex Tech & Community College on April 19 & 20 provided by WCI
- SKYWARN COURSE available April 30. RSVP to Julie Anderson, Douglas County Emergency Manager

ADJOURNMENT: Donna Eveslage made a motion to adjourn the meeting; Ashley Wildman seconded it. Motion passed. Meeting Adjourned at 8:25pm



Lori D. Johnson, City of Carlos Clerk/Treasurer