

MINUTES of: City of Carlos Regular Council Meeting

City Hall, Carlos, Minnesota

Thursday, October 8, 2020 7:00 PM

1. Mayor Michael Bous called City of Carlos Regular Council meeting to order at 7:00 PM

2. Pledge of Allegiance @ 7:00 pm

Roll Call was taken: Mayor Michael Bous; Council Members Ronna Berghoff, Teresa Zweig, and Maria Doucette were present. Todd Burgess was absent. Fire Department Secretary Olivia Niblett and City Clerk/Treasurer Lori Johnson were also present.

3. **Regular Meeting Minutes from September 10, 2020 were reviewed.** Maria Doucette made a motion to approve the minutes; Ronna Berghoff seconded it; September 10, 2020 Minutes were approved.

4. **Special Meeting Minutes from September 23, 2020 were reviewed.** Teresa Zweig made a motion to approve these minutes, Ronna Berghoff seconded it; Special Meeting Minutes from September 23 were approved.

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

5. **City Treasurer Report given by Lori Johnson**

- The \$514 from Douglas County for Covid Precaution expenses was received 9/30/2020.
- Total Receipts were \$20,404.51
- Disbursements include all Claim Checks approved last month along with payroll and payroll tax payments. Total disbursements for month of September: \$28,150.28
- Claims: from #1681-1703 total \$23,717 Claims include \$15,548 annual payment to LMCIT for Property & Casualty Insurance Premium.
- Checks XS Consulting for down payment of hardware portion of order were also processed and mailed.

Questions on report included a question on claim #1685; which was clarified by pointing out that there were 2 invoices paid with that check. Second question was on Claim# 1691 to Ottetail Power; the amount of Invoice is different than amount paid. Treasurer Lori explained that because Council is meeting once per month, often the payment does not get to Ottetail until after the due date, thus creating a late fee on the next bill. I always just pay the current billing amount. Council suggested I call Ottetail to find out more information on these late fees, and if we could change our due date so it wasn't always late. Motion to approve Claims (except #1691) and Treasurer's Report by Teresa Zweig, seconded by Ronna Berghoff. Treasurer's Report approved 3-0.

6. **Engineer Report**, Jared Voge, was not in attendance. He had emailed his only recommendation or comment would be that when we get to the point of discussing the Financing and actual plans for the new Fire Hall, we should have a closed meeting with Jason Murray.

7. **Public Works Report**: Jeff Gunderson, not able to attend meeting, his hourly report was available.

8. **City of Carlos Clerk Report September 10, 2020**

- Water bills done October 6, mailed Oct. 7.
- Insurance company has sent check for Scoreboard claim. Scoreboard has been ordered.
- I checked in with Superintendent Rick Sanstead to find out the status of land for Fire Hall. Found out they are now thinking in terms of a 25 year lease. I told him Council would not accept that. I wrote email to City Attorney. He responded. Copies of both communications are included.
- XS Consulting had their Senior Technician Brian come by today to look at our meeting room to gather information to produce a quote for our Zoom Meetings. He was not yet able to put an exact quote together, he did say it would be range of \$5,000 to \$10,000.
- Nicole Botzet has finished her Election Judge Training. Karen Grundei is working on getting a couple more people.
- Nicole Botzet said the 4-H club has come into some money through a donation. They would like to do something for City of Carlos as well as Miltona. For Miltona they are purchasing Hockey nets and building benches. The amount they have available to spend on us is about \$1,000. Council discussed this and agreed that benches would be nice.
- Clerk Lori stated that I had contacted Nicole Fernholz and she said she would be able to help with Business Grants from our CARES Fund.

10. Fire Department Report, Fire Department Secretary Olivia Niblett: Still working on fixing Unit 7. Gave a list of items Fire Department could use that would probably qualify under CARES criteria to Carlos Township; was not enough to use up all the money they have available, working on coming up with more ideas. Got a new tower license for new truck. Have been using new extractor and it works awesome. Looking into wrapping versus paint for Unit 10. Because of Covid, not going to do Fire Prevention day with school kids now- may have it in Spring. Firemen's Relief Fund: they changed the accrual interest rate for Firemen retired before age 50 from 3% to 1%.

11. Ball Park Committee Report: Clarke Comer, was not in attendance. Lori Johnson Clerk reported:

- Purchase Order for Scoreboard and Quote from Rose City Canopy were sent to Insurance Claim Representative. They were approved.
- Purchase Order was sent to company to start building new scoreboard. They say it should take approximately 4 weeks to complete.
- Insurance Company has already sent us check for new scoreboard plus labor installation (minus \$2500 deductible).
- For 2019, the budget was \$5000. One Invoice for \$2200 was already spent of that. The remainder will be used to pay the \$2500 deductible on the insurance claim. The budgeted amount for 2020 is \$6000. This will be applied to repair of poles and lights.

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

UNFINISHED BUSINESS

- A. New Fire Hall; UPDATE ON STATUS Already previously discussed.
- B. CARES FUNDS UPDATE: already discussed.
- C. Preliminary Proposed 2021 Budget Available. Questions pertaining to Inter-Government transactions was explained.

NEW BUSINESS

A. Discussion on Fire Hall expenses: Clerk Lori presented questions had arisen as to which fund the expenses for Fire Hall building should be charged to- Fire Department or City. John Rolf told Lori that they should be charged to Fire Department because they receive funds from Carlos Township, Belle River Township as well as the City. In fact, we have been giving them twice our required share. Everyone agreed that Fire Department Expenses should come out of Fire Department Fund.

MISCELLANEOUS: None

ADJOURNMENT: Ronna Berghoff presented motion to adjourn, Maria Doucette seconded it; Motion carried 3-0. October 8, 2020 Council Meeting was adjourned at 7.53 pm.



Lori D. Johnson, City of Carlos Clerk/Treasurer