

# MINUTES of: City of Carlos Regular Council Meeting City

Hall, Carlos, Minnesota

Wednesday, November 10, 2021 7:00 PM

Meeting was available to be attended in person or over Zoom

1. Mayor Todd Burgess called City of Carlos Regular Council meeting to order at 7:00pm
2. Pledge of Allegiance @ 7:00 pm
3. Roll Call was taken: Mayor Todd Burgess, Council Members Ronna Berghoff, Teresa Zwieg, Chris Miller, and Donna Eveslage were present. Also in attendance City Clerk/Treasurer Lori Johnson and City Engineer Jared Voge.

Meeting Minutes from October 14, 2021, were reviewed. Donna Eveslage made a motion to approve October Minutes. Ronna Berghoff seconded the motion. October 14, 2021 Minutes were approved 4-0.

## 4. Mayor asked for Petitions from the Public

### Toby Weibye

Mr. Weibye recently purchased a home contiguous to Carlos City Limit line. His request was to have his property annexed into the City of Carlos. Engineer Jared Voge stated that he believes there is a standard form that petitioner needs to fill out; then possibly a public hearing; then an agreement between Carlos Township and City needs to be done. Clerk said she would find proper form and email it to Mr. Weibye. Then will take the next steps as required.

Austin Golinghorst and Lucas Magnuson came to the Council meeting via Zoom to request authorization and a zoning permit from the city to operate a business manufacturing and selling firearms out of Lucas' residential basement. They said they have attained an EIN from IRS and Partnership designation from Sec of State. They have contacted the US Dept of Alcohol, Tobacco, Firearms and Explosives to apply for a permit to proceed with their business. The ATF told them they need permission from the City of Carlos because this is in a residential neighborhood. Mayor Todd Burgess responded that this is something we would need to consult with our City Attorney.

## 5. City Treasurer Report given by Lori Johnson

October 31 Balance City Checking Account:	\$363,975.18
October 31 Balance Savings Account:	\$ 13,110.69
October 31 Balance MPFA Debt Service Fund:	\$ 34,408.28
October 31 Balance CD#6942:	\$100,000.00
October 31 Balance CD#6204	\$100,000.00
October 31 Balance Bremer Savings Account:	<u>\$164,252.91</u>
<b>Total City of Carlos Assets September 30, 2021:</b>	<b><u>\$775,747.06</u></b>
Carlos Fire Department CD #6385	\$ 67,094.38

Receipts for October totaled: \$25,691.72

Disbursements for Month of October: \$27,113.99

Claims #1946 - #1965 for month of November total \$13,861.24

Late Fees on October water bills sent on November 8 totaled: \$565.14

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

6. Engineer Report, Jared Voge reported on negotiations with MPCA regarding newly proposed phosphorus limits and the amount of time it will take to analyze the system and prepare a plan to achieve these new expectations. Jared requested 180 days and they responded they would grant us 90 days from Oct. 5, 2021 or Monday January 3<sup>rd</sup> 2022. Jared said that timeline is possible. Jeff has provided some numbers that look good for now; however it is important to understand the MPCA also wants us to confirm we will be able to still achieve these limits up to 5 years in the future. At this point there would be grant funding available to assist us in implementing the necessary upgrades to the system; if we tell them we are successfully maintaining at or below the phosphorus limit and can confirm we will be able to do so for the next 5 years, our window of opportunity to receive grant funding for this project would be closed. Jeff and Jared will run some more numbers and bring more data for discussion to the December meeting.
7. Public Works Report: Jeff Gunderson has taken PTO to go hunting this week.
  - A. Did street sweeping
  - B. Did pond discharge
  - C. Wayne Johnson is filling in this week to do the readings and flush filters as required.

## **8. City of Carlos Clerk Report**

- a. The meters were read on November 3rd; water bills were done on November 8. There were 10 residents with past 60 due balances; 1 of which already has water shut off. I sent 9 Water Shut-Off Letters. At this point in the year, any that do not pay will have their past due balances Certified to the Special Assessments Property Tax Levy for 2022. I need to turn that in by November 30. I have prepared that tentative Resolution, dependent on how many of these 10 customers still have Past Due Balances on November 30. I received payment from WCMCA for the 2 residences that were working with and the Water Assistance Program.
- b. XS Consulting: I received an email from Tom Fisher regarding their advice to upgrade the Nable Security Manager Protection that we just paid for last month, because the hacker threats have become worse. If you decide to do this it will cost an additional \$770.00. There is a Nable Backup Renewal Agreement due; that is \$90. There is \$64.39 left on our Block Time agreement, so we will need to renew that again. These Invoices are included in Claims Checks.
- c. I did reach out to John regarding Zoning Map. He said it was something the Council was working on when he was here, but there continued to be disagreements as to how it exactly should be. Therefore it never got done. If Council would like, I can reach out to the person Lynn Timm suggested for a few pointers and bring what I learn to the next meeting so you can work on it.
- d. I received an Email from Rick Sanstead about celebrating our *finally* getting the Lease Contract completed; possibly before the next Council Meeting. *Councils response to this was positive. Council said the time be set at 6:30pm, right before our normal meeting time. Council suggested Clerk send out emails to invite representatives from Carlos and Belle River Townships to attend.*
- e. I received the Letter of Engagement from our Auditors. If approved, Mayor should sign and I will send it back to them.
- f. I tried to call David Nissen regarding his property at 505 Douglas; left voice message. I believe the squatters have finally been evicted. I received notice from attorney Megan Burkhammer that the female that was living there has been arrested and is currently in jail. Since I was not able to speak with David Nissen, I sent a letter regarding garbage and water bill.
- g. Gary Lien said he believes they have selected a developer to purchase their property, it depends on if they agree to all conditions drawn up in the legal agreement Gary and Sonja had Thomas Klecker prepare for them. Gary said it is a 4-page document that is very thorough; he said we may read it if we want.
- h. I received a notice from County Auditor-Treasurer that we need to pass a Resolution designating the polling places for next year, even if nothing has changed.
- i. I appreciate the kindness of council members to go together and get me a plant in sympathy of a family member that passed unexpectedly. The week after that happened, we had another death in the family; this time it was my Step-Mom. She just turned 90. So, thank you guys very much 😊

**9. Fire Department Report:** Fire Chief Tim Sukke not in attendance.

**10. Ball Park Committee Report:** Nothing to report this month.

**11. Sheriff Department Log:** Looks OK. Ronna Berghoff noted that she was thankful they are monitoring County Roads 9 and 13 more carefully as there have been a lot of speeding in that area. Chris Miller commented that there are often people not stopping at stop signs. It was requested that Clerk call Sheriff office and ask for more monitoring of this.

## **UNFINISHED BUSINESS**

- A. Approval of Renewal of Block Time,** Back-up Agreement, and discussion on protection upgrade with XS Consulting. *Previously discussed this meeting.*
- B. Carlos Signs:** Teresa Zwiag reported that the Commercial Club met and asked if any progress was made on this; she had responded that because Todd was absent last month we would discuss it more tonight. Teresa reported that there are certain regulations need to be adhered to and permissions obtained because one sign is alongside the State Highway. It was requested that information be obtained as to what other towns do, any guidance from LMC and if ARPA funds are allowed to be used for this.
- C. Zoning.** *Previously discussed this meeting.*
- D. Cameras:** Todd Burgess had been in contact with John from Alextronics and he had sent a couple of quotes on possible ways to go about this. One option was Analog and would be approximately \$800 per camera and the other is digital at \$1200 per camera. Getting a game camera to monitor the City Brush pile was also discussed.

## **NEW BUSINESS**

- A. Report from Belle River Township Meeting: Ronna and Todd reported it did not take long. They explained the lease contract has finally been agreed upon with ISD206 and land is secured. Next step will be to get delegates from each area together in a planning committee. The Carlos Township Meeting will be tomorrow night at 7pm. Ronna Berghoff plans to attend that.
- B. Motion to approve motion 11.0.2021 to approve Designated Polling Place was made by Ronna Berghoff, seconded by Donna Eveslage; motion carried. Motion to approve Special Assessment Certification Resolution, 11.30.2021 was made by Ronna Berghoff, seconded by Donna Eveslage; motion carried.

**MISCELLANEOUS:** Todd Burgess brought up property at 503 Muyres, Lionel Wanek, needs a letter to get property cleaned up within 90 days. This has been ongoing problem.

Todd also brought up that he had received an email from a retired gentleman who was compiling information on water towers and requested info on ours.

Teresa asked if there had been anything from Tom Toenjes regarding electrical repairs at the Event Center.

Clerk Lori said she had also received a miscellaneous email

Donna Eveslage was wondering on how we could go about getting more businesses in town. It was brought up that the building at 217 Main Avenue has been purchased to put some kind of business in there. Also an investor did purchase 103 Main with hopes of creating a business center there. Also there are funds available to improve internet services through the new infrastructure bill, which could bring in more business. It was also mentioned that the State of MN has grants available for business development.

There was a question on how the spray for the road maintenance was paid for, whether assessment or what. The answer was that this is considered maintenance and paid for out of general fund.

The question of when Union Negotiations were going to be held and who is available to attend: Todd said he was not sure if he could get off. Teresa said she could be there; Donna said she could possibly attend. It was decided either Wednesday December 8<sup>th</sup> or December 15<sup>th</sup> would be the best days, preferably morning.

**REMINDERS of UPCOMING EVENTS:** Santa Days December 10<sup>th</sup> 5:30-7:00pm at Herby's Café. No Turkey Bingo this year.

**ADJOURNMENT:** Ronna Berghoff presented motion to adjourn, Donna Eveslage seconded it; motion carried. November 10, 2021 Council Meeting was adjourned at 8:35 PM.



Lori D. Johnson, City of Carlos Clerk/Treasurer