

# MINUTES of: City of Carlos Regular Council Meeting City

Hall, Carlos, Minnesota

Thursday, October 14, 2021 7:00 PM

Meeting was available to be attended in person or over Zoom

1. Acting Mayor Ronna 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; Acting Mayor Ronna Berghoff, Council Members Teresa Zwiig, Chris Miller, and Donna Eveslage were present. Mayor Todd Burgess was absent. Also in attendance City Clerk/Treasurer Lori Johnson and Fire Chief Tim Sukke.

**Meeting Minutes from September 9, 2021, were reviewed.** Donna Eveslage made a motion to approve September Minutes. Chris Miller seconded the motion. September 9, 2021 Minutes were approved 4-0.

## 4. Mayor asked for Petitions from the Public

### Tom Toenges

Spoke on behalf of Lions: Still have electrical problem, would like City approval to get an Electrician in to look at it and fix problems. *Council responded to go ahead and get electrician to look at situation and identify the problem with estimate. Then, contact Mayor to determine next step.*

### Linda Fread

Linda reported that since Daker property was divided and house sold, the new owners have had parties there EVERY weekend. There have been approximately 20 cars or so at these parties parked along the road and blocking her Mobile Home residents' access to their homes. Linda requested permission to put up "NO PARKING BEYOND THIS POINT" sign. *Council searched through Ordinances to find relevant rules that would apply. Ordinance 92.19: Declaration of nuisance. The outside parking and storage on residentially-zoned property of large numbers of vehicles and vehicles, materials, supplies or equipment not customarily used for residential purposes in violation of the requirements set forth below is declared to be a public nuisance because it (a) obstructs views on streets and private property, (b) creates cluttered and otherwise unsightly areas, (c) prevents the full use of residential streets for residential parking, (d) introduces commercial advertising signs into areas where commercial advertising signs are otherwise prohibited, (e) decreases adjoining landowners' and occupants' enjoyment of their property and neighborhood, and (f) otherwise adversely affects property values and neighborhood patterns. Council decided to have Clerk send letter notifying homeowner they are violating a City Ordinance. If that doesn't achieve results, Council will pursue additional steps.*

## 5. City Treasurer Report given by Lori Johnson

September 30 Balance City Checking Account:	\$371,755.05
September 30 Balance Savings Account:	\$ 13,110.14
September 30 Balance MPFA Debt Service Fund:	\$ 26,657.83
September 30 Balance CD#6942:	\$100,000.00
September 30 Balance CD#6204	\$100,000.00
September 30 Balance Bremer Savings Account:	<u>\$164,250.12</u>
<b>Total City of Carlos Assets September 30, 2021:</b>	<b><u>\$775,773.17</u></b>
Carlos Fire Department CD #6385	\$ 66,993.06

Receipts for September totaled: \$40,483.60

Disbursements for Month of September: \$64,496.24

Claims #1932 - #1945 for month of September total \$8,473.45

Late Fees on August water bills sent on October 7 totaled: \$473.99

Donna Eveslage made motion to approve the Treasurer's Report and Claims, Teresa Zwiig seconded the motion. Motion passed 4-0.

## 6. Engineer Report, Jared Voge not in attendance.

## 7. Public Works Report:

A. CLEANED SHOP, TEAR DOWN BALCONY

B. CLEAN BROWN SHED

C. LOAD TO DUMP

D. WINTERIZE BALLPARK

E. SHUT WATER OFF 2 RESIDENTS, TURN 1 BACK ON AFTER PAYMENT

F. WILL BE TAKING SOME TIME OFF FOR HUNTING; WAYNE JOHNSON WILL FILL IN

*Council Members went into shop area to see the remodel and work done. "Good Job!" was their response.*

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

- A. Finally, just today received letter from State Demographic Office that officially gives result of 2020 Census. City of Carlos has population of 497.
- B. The meters were read on October 5<sup>th</sup> and 6<sup>th</sup>; water bills were done on October 7. I have good news to report about the 10 Water Shut-Off Letters; all but one of them has paid up to at least no more than 30 days past due now. Jeff had to do 2 water shut-offs; one has paid and is back on. The other is the 505 Douglas; those squatters called me and tried to say they were new in town and needed their water turned on. There are 2 residences that are working with WCMCA and the Water Assistance Program to get their bill taken care of.
- C. Our original package deal with Core & Main includes 48 Radio Read Meters. Along with a lot of supplies in this country, it is taking way longer than expected to get our order shipped to us (last I heard they are thinking maybe December). The seven we have received were part of a different supply order that Dean Eilertson was able to take a few from. From research on the American Rescue Plan, I have ascertained that these meters are one thing we **can** spend our ARP funds on. Dean from Core & Main requested we pay the Invoices for the meters we received from those other supply orders to keep our original order in tack. *Council stated that when our order of 48 comes, Dean Eilertson should simply "replace" the ones he "borrowed". Council requested that send an email to Council to explain this situation more clearly. Council said NO they are not going to pay for the additional ones now.*
- D. XS Consulting: We need to authorize Renewal of the Nable Security Manager Protection for the laptops, desk computer and zoom. This Invoice is included in Claims Checks. We also worked with XS Consulting this month to get Donna's laptop set up correctly. It was initially set up with inconsistent email and they worked with Donna on fixing that at no charge.
- E. Jeff and I attended a required Regional Safety Meeting in Fergus Falls on September 28<sup>th</sup>. There was an OSHA Consultant from the metro area to present on "Violence in the Workplace". It was interesting and very informative.
- F. I had complaints from residents regarding a neighbor who was raising chickens and a couple of roosters. I sent out a letter informing that person that it is against City Ordinances to have any type of farm animal within City Limits. Today he stopped by the office and said he would be taking care of this immediately.
- G. There have also been many complaints regarding garbage issues at 505 Douglas; these complaints stated the garbage was being accumulated in a garage or shed and the odor was so bad they were getting sick. We do have Attorney Megan Burkhammer working on this case; she said there is nothing we can do until the court date later in the month. However, the owner of the property is pursuing Eviction on these squatters and that court date is next week. That should achieve the desired result before the garbage ordinance hearing even happens. *Council commented that 502 Douglas and 503 Muyres are also problems, with their yard and pick-up filled with junk. Council told Clerk to send letters to these residences addressing the junk and clutter.*
- H. Today one of the residents at 505 Douglas came in to ask me about zoning laws as they pertain to running a business out of a home in the residential area. He said that he and his friend (Lucas Magnuson who lives at 308 6<sup>th</sup> Street) want to set up a gun manufacturing and selling business in Magnuson's basement. I told him I would ask Council. *Council responded to tell them to come to a Council meeting and present their request.*
- I. I requested guidance from Thomas Klecker regarding Gary and Sonja Lien's request for a "Letter of Intent to Annex". He emailed me the verbiage I should use, and I proceeded to create and mail the letter to the Liens.
- J. Jared Voige wrote the letter in response to the request of MPCA; I have included a copy in your packet.
- K. I did consult with our water billing software company, Softline, regarding some of our residents being concerned about high water bills. I gave them the list of those who were questioning their bills and they went over each of them, which included going back to the history of previous years at the hottest time of summer. This showed there were often spikes in this season. Also, it was pointed out that the higher bills did occur after we had to estimate a couple of months. When estimating is done, it is always at a percentage lower than average; when an actual reading is then done it will seem higher. The software company concluded that the readings were correct. There was only one family who was still disputing their bill; I sent that family a letter to explain what I was told.
- L. We have another form from the State of MN to sign and create an accompanying Resolution for our Attorneys. This one pertains to the direct payment we receive from fines they collect for us. *Teresa Zwieg made a motion to accept this agreement and the Resolution; Donna Eveslage seconded it. Motion passed 4-0.*

**9. Fire Department Report:** Fire Chief Tim Sukke.

- a. Fire Dept voted on accepting new member Calen Hacker, brother of Evan Hacker. *Teresa Zwiieg made a motion to accept this Calen Hacker as new Fire Department member; Donna Eveslage seconded it. Motion passed 4-0.*
- b. Fire Chief Sukke was addressed by someone at Grape Stomp to ask if the Fire Department would get involved in a project called "The Best Christmas". What they would like is for the Fire Department to give the winner of this project a ride in a fire truck. Asking for Council approval of this. *Council said, "Absolutely".*
- c. In a previous City Council meeting it was discussed and approved to get a keypad door opener on the shop, now that some fire trucks are being housed here, so that with a fire call they don't have to find a key to open up. Another issue is that the overhead garage needs repair because when you open or close it you have to stand and hold the button. *Council told Fire Chief Sukke to go ahead and hire a garage door company to come repair the garage door in shop and install a keypad for entrance.*
- d. The Brown Shed will need to be heated this winter because fire trucks will be in it. *Council said, yes, the heat can/will stay on in the Brown Shed this winter.*
- e. Grape Stomp went well.
- f. Jeff Dahl came to their last meeting and would like to get more involved in Carlos Street Dance Day. The goal is to get more activity during the day with a DJ or small band playing in the afternoon. Another issue is people are bringing in coolers which is reducing sales for Fire Department and Herby's. Tim is wondering if it would be OK with City to put up some fencing next year to regulate people as they come in, so they don't bring coolers in. *Council agreed that was a good idea.*
- g. Drawing up plans for new Fire Hall: Tim has friend that works at the Osakis lumber yard that could draw up a plan for a small fraction of cost that an architect and engineer would charge. This friend would then get an engineers' stamp of approval on the plan. Tim thinks that there should be fire department only committee to take measurements and get basic information about what they will need. *Council said a committee should go to Township meetings and tell that we have secured the property to build the new Fire Hall and now are looking to form a committee to discuss plans, finances, etc.*

**10. Ball Park Committee Report:** Ronna Berhoff reported Carlos Baseball Association (consisting of concession stand people, Cougars, Cubs) met yesterday over lunch hour:

- a. Wayne & Nancy Jensen who have been running concession stand are retiring; Carrie from Lions will be taking that over
- b. Clarke Comer is working on getting some matching grants
- c. Planning to re-shingle visitor dugout; getting bids for that. Thinking that maybe the Cub Scouts or 4-H kids can help out by repainting the bench that is in there as a community service project.
- d. Baseball Association has put a lot of money into the ball field this year:
  - 1) paid for RT Co. put an application of fertilizer on once a month all summer
  - 2) Jeff's mowing has been great
  - 3) They had Diamond Doctor come to redo batters' box, pitchers' mound, lines and edging for a total of \$2,875
  - 4) Redid all Agrilime for a cost of \$1180. They could still use more.
  - 5) RT Co rolled field for cost of \$675
  - 6) PAZ Excavating came in and excavated all edges for cost of \$185Total Baseball Association spent on ball field this year was: \$5,611
- e. Requested City help with expense on batton strips on their storage shed which would amount to approximately \$300. *Council said we already a certain amount budgeted for Repair and Maintenance of ball field, so they can go ahead and get that done and send bill to City.*
- f. Carlos Cubs had 255 kids participating
- g. Carlos Cubs Organization thinking it would be good idea to work with ISD206 to improve and use track and ball diamond on school property instead of putting a lot of money into creating new practice fields

**11. Sheriff Department Log:** Looks OK. *Council raised question as to whether or not the event which made Echo Press newspaper (multiple police at 502 Douglas) were in the logs. The answer is no; the deputy stated that they wanted to keep what we get billed for as normal patrolling. Council discussed clutter and garbage at 502 Douglas and requested they be sent a letter.*

## **UNFINISHED BUSINESS**

- 1) **Officially sign Lease Contract with ISD206:** *Todd Burgess, Mayor, needs to sign this. Todd said he will be in on Monday to take care of signing necessary items.*
- 2) **Approval of Renewal of Security Solutions Agreement with XS Consulting:** *Chris Miller made a motion to approve Security Agreement; Teresa Zwiig seconded it. Motion passed 4-0.*
- 3) **Discussion on Zoning and Covenants:** *Acting Mayor Ronna Berghoff asked what that involved. Clerk stated that Lynn Timm had recommended Alex Township Supervisor, Ben Olson, to assist me with Zoning. Council said first try to find previous work within computer files, then to check with Council for next step.*
- 4) **Enforcing Ordinances:** *Discussed previously in this meeting.*

## **NEW BUSINESS**

- 1) **JPA Resolution:** *Discussed and taken care of previously in this meeting.*
- 2) **Discuss Carlos Sign:** *Teresa Zwiig reported that the Commercial Club met earlier this week and discussed that both signs entering Carlos the Club had put up years ago are now getting to be in pretty rough shape. Commercial Club is requesting that City take over responsibility for these signs (the Club would still make donations towards the project, but no longer wants to be primarily responsible). These signs need to be repaired and the Club is suggesting it would be good to have them lighted. Teresa said her purpose is just to begin the conversation pertaining to this and delve into it more in the next couple of meetings.*

**MISCELLANEOUS:** None

**REMINDERS of UPCOMING EVENTS:** School Board Elect Election Tuesday November 2 at Carlos Event Center for the City, Carlos and Belle River Townships.

**ADJOURNMENT:** Teresa Zwiig presented motion to adjourn, Chris Miller seconded it. Motion carried 4-0. October 14, 2021 Council Meeting was adjourned at 9:11 PM.



Lori D. Johnson, City of Carlos Clerk/Treasurer