

# MINUTES of: City of Carlos Regular Council Meeting

## City Hall, Carlos, Minnesota

Thursday, September 10, 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, Todd Burgess and Maria Doucette were present. City Engineer Jared Voge, Fire Chief Tim Sukke, Baseball Association President Clarke Comer and City Clerk/Treasurer Lori Johnson were present.

3. Regular Meeting Minutes from August 13, 2020 were reviewed. Todd Burgess made a motion to approve the minutes; Maria Doucette seconded it, with corrections. August 13, 2020 Minutes were approved.

4. Mayor asked for Petitions from the Public.

A. Anthony Zimny presented the review of new insurance policy.

B. Superintendent Rick Sanstead was available to review and discuss status of New Fire Hall.

1. Discussing land belonging to ISD 206 to be used as location for New Fire Hall.

2. Cannot sell property, per MN Statute; considering leasing

3. Out of respect to taxpayers would like to work out some compensation for use of property; suggesting a donation of approximately \$3000 per year for 12 years to Emergency Response Education Program at Alexandria Area High School. Comment was made by Fire Chief Tim Sukke that previously, when working with former superintendent, the donation amount suggested was \$1500 for 5 years. Mr. Sanstead said that what the school board is now considering is closer to the \$36000 value.

4. Amount of land was discussed to be 6 acres.

5. Council discussed and suggested \$3000 for 10 years.

6. Duration of Lease was agreed to be 99 years.

Superintendent Rick Sanstead said he would take these numbers to Committee meeting on September 22; they will discuss it and get back to us. Hopefully a unified proposal will be able to be presented at September 28 Board meeting.

C. Mark Hintemeyer, supervisor from Carlos Township, presented proposal of contributing the Carlos Township Cares Act Funds to be used by Carlos Fire Department and Carlos First Responders.

1. The amount is \$52,850; stipulation is this has to be done by mandated deadline.

2. Comment was made that Belle River Township is also interested in contributing to CFD and CFR.

3. Point was brought up that possibly CFD could recoup some of Fund Raising dollars lost due to Covid shut down.

4. Discussion was had concerning acceptable way to spend these Cares Act dollars. Suggestion to seek advice from League of MN Cities Attorney and City Auditors.

5. Try to come up with answers before next Township meeting on October 8<sup>th</sup>.

5. City Treasurer Report given by Lori Johnson

- Receipts included the CoronaVirus Relief Aid of \$37,595.

Total Receipts were \$66,592.87

- Disbursements include all Claim Checks approved last month along with payroll and payroll tax payments.

- Total disbursements for month of August: \$106,931.47; this includes payment of MPFA loan for \$79,125.

- Claims: from #1661-1675 total \$7,274.02

- Our current checking balance is \$248,459.04

Motion to approve Treasurer's Report by Ronna Berghoff, seconded by Todd Burgess. Treasurer's Report approved 4-0.

6. Engineer Report, Jared Voge: Nothing specific to report. Available for questions.

7. Public Works Report: Jeff Gunderson, not able to attend meeting, but did report a lot of mowing & trimming; two weeks of vacation, in which Jim Grundei substituted. Question was asked by Council if irrigation system at ball field had been turned off; it was reported that Jeff had said he shut that down this week.

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

- Water bills done September 7. Was not able to download meter readings into billing software. Had to individually enter each of 225 readings.
- I was emailed a request from Jeff Korman of Cub Scout Pack 496 to supply the City of Carlos with wreaths and garlands. Council responded that we are not allowed to use City dollars for that purpose.
- There is an online meeting scheduled to discuss entering into maintenance contract County Wide for Sirens.
- Need to sign Resolution to accept the \$514 from Douglas County to cover some of election expenses.
- Need signatures to change monthly bank draft from checking to MPFA Savings: \$7810 to \$7749.
- Been working on Budget. I almost have it ready. I have just a couple questions to run by John.
- VERY busy with webinars, researching information, trying to figure out the CARES Act rules as they apply to us. Committee that was formed to work on this met. One member of committee, Linda Fread, was going to ask her nephew (who is the IT person for Douglas County) if we could hire him to help us out with IT. We were thinking if we could have the benefit of his expertise, we would be able to use the Vendors contracted with State Contract Discount programs – who are not willing to send a technician out to help us get set up or for support. Turned out that Linda's nephew said NO, he just does not have the time. So back so square one. Council stated that as far as updating technology for office computer it is best to stay with a local vendor; XS Consulting was recommended. Still looking at various options for laptops or tablets for Council and Mayor.

**10. Fire Department Report**, Fire Chief Tim Sukke: Meeting was 9/8/20. Question was raised as to whether Money from Lions donation was going to be used to pay for extractor. Answer- Yes, just waiting to see exactly what the balance needed will be after the donation from "We've Got Your Back". CFR will be working the upcoming Grape Stomp.

**11. Ball Park Committee Report:** Clarke Comer, president of Baseball Association:

- Verified that Insurance Claim for lightning strike of Scoreboard will include cost of installation.
- Two quotes so far; Insurance company said we were free to choose which one we want as long as it is a comparable replacement to the one that was damaged. Insurance Deductible is \$2500. Clarke will go ahead and get this ordered with Spectrum and Rose City Canopy for installation.
- Question arose pertaining to what is the budgeted amount to spend on Ball Park. 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. Wrap up discussion on NEW VERSION ORDINANCES: John Rolf had emailed Council members, so this is taken care of.
- B. New Fire Hall: already discussed.
- C. Anthony Zimny, Insurance Policy: already discussed.
- D. STATE FUNDS FOR COVID-19 (1) Mark Hintemeyer from Carlos Township (2) Report from Committee: already discussed.
- E. Insurance Claim for Ballfield Scoreboard: already discussed

**NEW BUSINESS**

- A. Motion to Adopt Resolution to change monthly transfer amount to MPFA Savings Account made by Todd Burgess, seconded by Maria Doucette. Resolution passed 4-0.
- B. Motion to Adopt Resolution receive Funds from Douglas County for Election Expenses due to Covid-19 made by Ronna Berghoff, seconded by Teresa Zweig. Resolution passed 4-0.
- C. Decision made to have a Special Meeting September 23, 2020 to discuss Budget and Cares Fund. Invite John Rolf to Special Meeting to assist. Meeting time will be 6:30 pm.

**MISCELLANEOUS:** Make sure Jeff's Maintenance number is on Web page. Council addresses should *not* be posted on webpage.

**UPCOMING EVENTS** : Special Meeting 9/23/20 @ 6:30 pm

**ADJOURNMENT:** Ronna Berghoff presented motion to adjourn, Maria Doucette seconded it; Motion carried 4-0. September 10, 2020 Council Meeting was adjourned at 9:37 pm.



Lori D. Johnson, City of Carlos Clerk/Treasurer