

City of Isle Council Meeting

Regular Meeting Minutes – August 8, 2017

At 7:00 pm the regular meeting was called to order with the Pledge of Allegiance. First order of business was roll call of council members present: Ginger Houle, Robert Koelfgen, Ernie Frie, Donald Dahlen and Bridgett Donahue. No one was absent. Other staff present: Jason Minenko, Mark Reichel, Shannon Schminkey, Linda Dahlen. Absent: David Miller, Damien Toven, Mike Rude, and Doug Archer, WSN. Citizens presents: Evan Orbeck (Messenger) Laura Heise, Monica Keding, Bob Peterson, Carolyn Avaire and Sam Stay.

The meeting began with a motion to approve the amended agenda by Don Dahlen, Bridgett Donahue seconded the motion. All were in favor, motion carried. Next, a motion by Bridgett Donahue to approve the minutes of the regular meeting held July 11th, 2017. Ginger Houle seconded the motion; all were in favor, motion carried. Ginger Houle motioned to approve the June final claims totaling \$376,563.83. Bridgett Donahue seconded the motion, all were in favor; motion carried. Bridgett Donahue then made a motion to approve July month to date claims \$332,832.58. Ginger Houle seconded the motion. All were in favor, Motion carried.

Open Forum: None

Public Hearings: A change of Council Meeting start time from 7:00 pm to 6:00 pm was discussed. Don Dahlen suggested that this could be an issue for citizens depending on the work places and work schedule. Dr. Dahlen thought it may be an issue for himself coming from Mora and especially if his day runs late. Bob Koelfgen said that although he would prefer 6 pm, he would be okay with 7pm for others to attend. It was suggested to split the difference and start at 6:30 p.m. Ginger Houle motioned to approve **Resolution** 2017-08A to change the Council Meeting start time from 7:00 pm to 6:30 pm. Second by Bridgett Dahlen; all in favor, none opposed. Motion carried.

Requests and/or Complaints: None

Department Reports:

Public Works – Jason Minenko presented the department report for the council. Usual monthly duties were completed. Jason mentioned that that a control burnt out on the panel in the shop and some units Lift 1, 2 or 3 were high or low- with no indicator lights; so the panel had to be fixed. Ditch mowing has been completed. Railings have been built at the boathouse by the ponds and they have installed a new eyewash station in the shop. A phone line issue that was causing a false alarm at the island lift station was fixed. Don Dahlen asked what had happened at the park. Jason reported that the main line was plugged close to the building and they couldn't force it out at the time it occurred so they brought in a "port a potty". The line is open now, but they will have to put in a new line. Mayor Frie inquired about the ownership points on water and sewer for residential property. Jason explained that residents are responsible for water pipes from the house to the curb stop and this City is responsible for the curb stop outward to the main. The residents are responsible for the sewer all the way out to the hook up to the main line including the saddle (hook up) in the street.

Police Department- Chief Reichel reported the department handled 218 incident/call reports. Accidents included a motor vehicle accident at Isle Bay Boat Launch (minor) and another accident at Dollar General and Hwy 47 swerving into a ditch to avoid a deer. No injuries and minor damages. Actions include but are not limited to several agency assists with the Mille Lacs County Sheriff's office one of which was executing a search warrant in response to the thefts of fishing equipment we had in the City of Isle and the thefts at the state park. Police responded to a Burglary in progress at the Chiminising Community Center. One officer gave foot chase, both individuals involved were caught and the incident will be submitted for prosecution. Police responded to a male individual who was assaulted on the Soo Line Trail while walking home. This individual saw someone lying in the grass and stopped to see if he was alright. The victim said the person got up and hit him many times in the head and chest. The victim couldn't give a description of the suspect. The police responded to a fight on the Muni outside porch; the incident is being investigated. There were several alarm responses and animal complaints. The police responded to several disturbances of fighting and arguments on

main street, Hardware Hank parking lot and on Chiminising Drive; all resolved without further issue. Police responded to a grass fire on both sides of the road just south of the Isle High School. The Police managed traffic while the Fire Department put out the fire. The Police took a report of garbage dumping, it was a female person driving a cold colored van; no license plate was given. Another report of dumping at the salt shed resulted in the individual picking up their garbage to dispose of it properly. The department received three reports for multiple sales of pistols and revolvers. There were many medical assists. There were some public assists including assisting an individual in a wheelchair find shelter at the Salvation Army homeless shelter in St. Cloud. Police responded to quite a few suspicious activities. The police took theft reports of a sign on a building take, a purse which was returned intact, a theft at Dollar General-the suspect trespassed and was arrested on 5th degree controlled substance for possession of Heroin; theft of household items from a resident on Mille Lacs Avenue cameras at IREC show the two people walking with stolen items. Police are in the process of identifying them. Theft report of fishing equipment from boats in the City resulted in two suspects arrested on felonies for theft of property and receiving stolen property. Isle Days went very well, only a few small issues. Mark wanted to ask a question of the Council regarding the purchase of a Camera for the Tahoe. Mark said he can get a break on the camera if they order two and the Charger Camera doesn't work, so he requests permission to order two. The cost is \$5,600 per camera. Mayor Frie asked where that cost lies in the market. Mark said camera's go up to \$12,000 so these are middle of the road, but meet our needs. Mark also mentioned that he would also like to start looking at body cameras, 3 or 5 – One for the part-time police and others dedicated to each full time police. Mark will research and discuss about putting into the next budget. Panasonic is compatible with our computers. Dave Dahlen motioned to approve the purchase of two cameras for the squad cars. Bridgett Donahue seconded the motion. All were in favor, motion carried.

Liquor Store Operations- Shannon Schminkey reported Expenses for July 2017 are \$120,270.36. Gross income \$98,124. Expenses for the same month in 2016 were \$100,024. Shannon, having just received her detailed report will investigate to find the reason for the increase. She will focus on Liquor, Beer, and soft drinks and get answers as soon as possible. \$7,000 of it is an increase in Liability insurance premiums. Shannon reported that Sunday Off-Sale revenue was \$11,051. Shannon believes that Sunday sales will average between \$4,000 to \$5,000 per month. Sunday sales seem to have taken away from Saturday Off-Sale so we are not necessarily making more, but she will keep her eye on it. Shannon anticipates that in the fall she may only need one staff for Off-Sale. Four muni's together are sponsoring a bike run to take place on Sept. 23rd. The run will start and finish in Isle. The other Municipals are Hinckley, Moose Lake and Finlayson. There will be a hog roast and a band and the proceeds go to the Isle Food Shelf. Shannon reported that the Muni is very short staffed. Any help the council can give is appreciated. If Shannon cannot hire staff soon, she would like us to consider closing the bar a couple of days a week. There are some days the till is less than \$200 per shift and it would be cost effective to make this move. Shannon asked if the council had decided to increase liability insurance from 1M to 2M. The council has this on the current agenda. Shannon requested we not make the budget transfer. A motion was made by Don Dahlen that we do not make a budget transfer for August from the Municipal. Ginger Houle seconded. All were in favor. Motion Carried. Don Dahlen ask if there were any events from other cities during the bike run. Shannon said the bike run doesn't interrupt any other events and we do expect a lot of out of towners.

Fire Department-

City Engineer- In the absence of Dave Miller and Mike Rude, Mayor Frie request an update on the fire hall project from Mary Ward. Mary said that we are at the point of substantial completion on the project. The majority of the punch list items are completed. The engineer would like us to sign off on the certificate of substantial completion. Looking at the number of items on the punch list included in the packet, the council decided they would like to wait on that sign off until next meeting. Mary said there is a request from Project One for an extension on the project; the 45 days is almost up and the rain has slowed the progress on septic and moving the old building. Mary said lastly there is a payment request for \$18,550.65. After some discussion,

Ginger Houle motioned for No extension, but to approve the payment of \$18,550.65. Bridgett Dahlen seconded the motion. All were in favor; motion carried.

Planning Commission Reports: Linda Dahlen reported concerns about the Merit Property land donation referring to final reports from Steve Jansen of Braun Intertec that indicated there may be some cost to remediate some residual contamination upon redeveloping the property. Linda proposed we have Mr. Jansen attend a council meeting to explain potential costs further. The Mayor would also like Damien Toven's input. Bridgett Donahue motioned to have Mr. Jansen speak to the topic at the September council meeting and have Damien Toven's input on the land and donation agreement also. Linda provided a copy of the draft donation agreement. Linda said the committee recommends continuing the TIF District through its scheduled sunset year of 2026 as it benefits the City. Linda also noted that there were complaints that the parking places at Isle Lakeview Park were occupied by non-park visitors, preventing those using the park from being able to park there. Discussion took place on enhancing parking signs and possibly sending letters to the community regarding enforcement of restrictions on those parking spaces. The council thought we might consult Damien Toven on developing an ordinance. Linda discussed the overview of a Comprehensive (long term) Plan for the City of Isle. Linda said the non-profit National Joint Powers Alliance (NJPA) could consult and assist on the project and assist seeking grants. The cost would be \$8,000 and we could get a 50% match bring the cost down to \$4,000 to \$5,000. Linda requests we put this into our next budget planning. The mayor requested sample templates of Comprehensive Plans.

Airport Committee – Don Dahlen report there was not committee meeting. They will have a meeting next Wednesday with Bolig Engineering. Bolig helps airports find money and grants. Anyone can come to the meeting, participation is appreciated. They start the main meeting at 210 Main Street, but they may visit the airport after the meeting.

Unfinished Business – The council reviewed the communication from Oberfeld Insurance, which provided a revised renewal premium summary for our July renewal including coverage for liquor store building and contents with additional premium for this coverage of \$2,317. Mr. Oberfeld recommended going to 2 million Liability coverage on the Municipal with Ebner through Illinois Casualty. Mr. Oberfeld's report concludes that the cost of LMCIT property coverage, including the 2 M liability coverage would be less premium than last year with more coverage. A motion was made by Don Dahlen that we approve the revised premium quote for LMCIT. Bridgett Donahue seconded. All were in favor; motion carried. A motion was also by Don Dahlen that we approved the liability coverage increase through Ebner/Illinois Casualty to increase Municipal Liability Coverage to 2M. Ginger Houle seconded. All were in favor; motion carried.

Girl Scout Troop 771 returned to provide drawings and sample photos of the Free Little Library Project. They are considering two locations and they offered 2 designs in photos and 2 drawings. They though perhaps the Community Garden, IREC park or the City Park. Ginger Houle offered that locating at two ends of the city might be nice; start at IREC and one by the Senior High-rise if possible. Carolyn Avaier indicated the ECRL (community library) is in complete support. Don Dahlen Moved that we ahead with the IREC. Bridgett Donahue seconded; all were in favor, motion carried.

New Business: A motion was made by Don Dahlen to accept **Resolution 2017-08 A2** for the Lions Club donation of \$500.00 for the Police Thermo Camera. Bridgett Donahue seconded. All were in favor; motion carried. A motion was made by Bridgett Donahue to accept **Resolution 2017-08 B** for the Drift Skipper donation of \$500.00 for the Police Thermo Camera. Ginger Houle seconded. All were in favor; motion carried. A motions was made by Ginger Houle to accept **Resolution 2017-08 C** for a Donation in Kind from Miller Trucking Company for \$120.00 for storage trailer rental for July. Bridgett Donahue seconded. All were in favor; motion carried.

A discussion took place on the option to get a City Credit card for employee use; in particular the police department and public works for unexpected purchases. Discussion concluded we could find a card with no

annual fees, no late fees, no penalty fees. We will pay off balance monthly so no interest will accrue. The card would be signed out in the Admin Office and would be returned to the office with a receipt. The limit will be \$5,000. Don Dahlen made a motion to go ahead with the cheapest rate card with no fees, pay off each month with a limit of \$5,000. Ginger Houle seconded. All were in favor; motions carried.

Sam Stay from CenterPoint Energy presented a \$2,270 grant for speed radar equipment that will be used to serve the community through their community grant program. Safety is one of CenterPoint Energy's core values. CenterPoint has 775 community projects in their service area. The Mayor was pleased to accept the check with his thanks on behalf of the City.

Clerk's Report – None.

Closed meeting – None

Adjourn – Donald Dahlen made the motion to adjourn at 8:00 pm, second by Bridgett Donahue. All in Favor, motion carried.

Dated on this 8th day of August, 2017

Approved on this 12th day of September 2017

Ernie Frie - Mayor

ATTEST:

Mary Ward –City Clerk

Motion	_____	
Second	_____	
AYE		NAY
<input type="checkbox"/>	Ernie Frie	<input type="checkbox"/>
<input type="checkbox"/>	Ginger Houle	<input type="checkbox"/>
<input type="checkbox"/>	Bob Koelfgen	<input type="checkbox"/>
<input type="checkbox"/>	Bridgett Donahue	<input type="checkbox"/>
<input type="checkbox"/>	Donald Dahlen	<input type="checkbox"/>