

CITY OF ISLE COUNCIL MEETING

Regular Meeting Minutes – May 8th, 2018

At 6:30 pm the regular meeting was called to order with the Pledge of Allegiance.

Council members present: Ginger Houle, Ernie Frie, Donald Dahlen, Bridgett Donahue and Robert Koelfgen. Other staff present were: Jason Minenko, Mark Reichel, Damien Toven, Shannon Brown, Jamie Hubbell and Tim Raimer.

Motion to approve the agenda by Donahue and Houle seconded. All in favor, none opposed. Motion carried. Motion to approve the April Regular meeting minutes by Donahue and Dahlen seconded. All in favor, none opposed. Motion carried. Donahue made the motion to approve the April final claims totaling \$129,345.41 with Houle seconded. All in favor, none opposed. Motion carried. Motion by Donahue to accept the May month to date claims totaling \$118,583.61, Dahlen seconded. All in favor. None opposed. Motion carried.

Open Forum: Beamish not present. Rich Dutcher; Mille Lacs Health System Ambulance Manager; was present to discuss the need for more space in the garage where they currently house one ambulance full time. No final solution was determined, Donahue recommended the topic be tabled until next month to discuss further after checking with the Fire Department Chiefs. All agreed.

Public Hearings, Requests and/or Complaints: Houle made the motion to open the Public hearing portion of the meeting with Donahue seconding. All in favor, none opposed. Motion carried.

- a. A Variance request by Richard Oberfeld of RIO Design Ink was discussed. With all conditions for the variance met and no public discussion, Donahue made the motion to approve, and Dahlen seconded. All in favor, none opposed. Motion carried
- b. Employee payroll audit and corrections discussed. Council agreed that employees that were owed wages could be paid in a “lump sum” payment and employees that owed wages back to the city could establish if they had enough leave balance time to cover their portion or could establish a payment contract plan. Repayment contract plan to be drawn up by Toven with a clause for payment in full if employment with the city ends before total is repaid. Motion for contract terms by Donahue and seconded by Houle. All in favor, none opposed. Motion carried
- c. Ordinance 113 Chapter 179 Amendment to include residential short-term rentals, trailers and bed and breakfast facilities definition according to Minnesota Statute 297A.61. Motion by Dahlen with Donahue seconded. All in favor, none opposed. Motion carried
Motion by Houle to close the open public hearing with Dahlen seconded. All in favor, none opposed, motion carried.
- d. Isle Days Committee requested the city grant permission to post 5th Ave as “No Parking” for the duration of the Isle Days festival. Also requested to barricade Isle Street West and 4th Ave for the car show, crafts and ticket booth for the festival weekend. Donahue made the motion to approve with Dahlen seconded. All in favor, none opposed. Motion carried.
- e. Temporary Liquor License to sell alcoholic beverages at the Isle Days festival by the Isle Baseball Association was approved by motion by Donahue, seconded by Houle. All in favor, none opposed. Motion carried

Department Reports:

Public Works – Supervisor Jason Minenko presented the department report for council’s review. Usual monthly duties were completed. Some late season snow causing issues with plowing. Gate valve repairs and blading gravel roads will be needed. Street sweeping will begin once we get some rain.

Police Department- Chief Reichel reported. Chief Reichel reviewed his summary of 182 ICR’s for the month. RESOLUTION 2018-05A New Officer Declaration of Alex G. Thurber as of May 1st, 2018. Donahue made the motion to approve his employment with Dahlen seconded. All in favor, none opposed. Motion carried.

Liquor Store Operations- Manager Shannon Brown presented the Municipal report for April and recapped sales and expenses for March and April 2018 versus 2017. Stated sales were down 14% from last year. April gross sales stated at \$51,194, down 10% from April 2017. Brown requested approval for Stranded to perform Memorial Day weekend with motion by Houle and second by Dahlen. All in favor, none opposed. Motion carried. Brown proposed some electrical upgrades to the off sale and a outdoor junction box install to the patio for the outdoor festival. Dahlen made a motion to cap electrical upgrades at \$2300 for LED panels in Off sale and \$800 on sign repairs. Brown requested a two (2) hour variance to the curfew for the Isle Stock celebration. Clerk Hubbell will post on the city website.

Fire Department- No Report

Planning Commission – Commissioner Houle reported that Clean up day had a low turn out and suggested that they post banners next year for advertising. NJPA comprehensive plan steering committee has been established and the meetings will take place every first Monday of the month immediately following the Planning Commission meeting. The commission discovered some clerical errors in the zoning map and will review at the next meeting.

Airport Committee – Donald Dahlen reviewed his report topics and reported that a new courtesy car is being donated to the flying club this spring and that The City of Mora donated thirty five yellow runway marker cones. The final lease agreements are completed and will be mailed this next month. The club is looking into seaplane docking options via Union Road access. New hangar construction will begin in the spring.

City Engineer – Tim Raimer was present to review the construction plan for the Malone Island Bridge project. No early start is forecasted, but one was requested by the Minnesota Department of Natural Resources. Fire Hall status report; final punch list items are almost completed and landscaping will be completed when weather permits. Water and Sewer Extension project progress; Rural Development should have more funding available for the city with \$86 million in grant/loan funds available for 2018. Tim will know more by the end of the month.

Unfinished Business:

- a. Muni Warning policy updates were approved by motion by Dahlen second by Houle; with minor wording changes in section #4 for “exclusions” to processes. All in favor, none opposed. Motion carried.

New Business:

- a. **RESOLUTION 2018-05B** Accepting Donations of \$120.00 in-kind donations for trailer rental by Miller Trucking. Motion by Houle, second by Donahue with all in favor, none opposed. Motion carried.
- b. Personnel Policy Amendments Section 6. Subdivision 2. To add the full FLSA definition of “Holiday” hours and Section 12 completed definition of banking Holiday time. Motion by Houle and seconded by Dahlen. All in favor, none opposed. Motion carried.
- c. Malone Island Bridge ground breaking ceremony to be June 12th at 5:00PM and to invite all local, county and state officials and legislators by motion by Houle and seconded by Donahue. All in favor, none opposed. Motion carried

Clerk’s Report:

Clerk Jamie Hubbell stated that the 2017 Financial Audit is scheduled to start on May 15th with Althoff and Nordquist firm. Financial Statements: General Fund statement at \$1,510,372.56. Liquor Fund statement at \$67,522.26 as of April 30th, 2018.

Adjourn:

Motion to adjourn at 7:30pm. by Donahue, second by Dahlen. All in favor, none opposed. Motion carried.

Dated on this 8th day of May, 2018

APPROVED on this 12th day of June, 2018

Ernie Frie - Mayor

ATTEST:

Jamie Hubbell, Clerk-Treasurer

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"/>