

## **CITY OF ISLE COUNCIL MEETING**

Regular Meeting Minutes – June 12<sup>th</sup>, 2018

At 5:00pm the full council was in attendance for the ground breaking ceremony at Malone Island harbor. No business was conducted.

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

**Council members present by roll call:** Ginger Houle, Ernie Frie, Donald Dahlen, Bridgett Donahue and Robert Koelfgen.

**Other staff present were:** David Miller, Jason Minenko, Mark Reichel, Damien Toven, Shannon Brown, Jamie Hubbell and Tim Raimer.

**Motion** to approve the agenda by Donahue with Houle seconded. All in favor, none opposed. Motion carried.

**Motion** to approve the May Regular meeting minutes by Donahue and Dahlen seconded. All in favor, none opposed. Motion carried. Donahue made the **motion** to approve the May final claims totaling \$197,891.49 with Houle seconded. All in favor, none opposed. Motion carried. **Motion** by Donahue to accept the June month to date claims totaling \$205,919.59, Houle seconded. All in favor. None opposed. Motion carried.

**Open Forum:** None

### **Public Hearings, Requests and/or Complaints:**

- a. David Oberfeld of Oberfeld Insurance was present to review the City's Insurance renewal contract with the League of Minnesota Cities Berkley Trust. LMCIT Liability Policy and Workers Compensation coverages reviewed. With the reduction in claims, the council agreed to reduce the deductible to \$0.00. Premium renewal at \$31,584.00 approved by **Motion** by Houle and seconded by Donahue. All in favor, none opposed. Motion carried
  - I. **Resolution 2018-06A** to not waive monetary limits on municipal tort liabilities was passed by motion from Donahue seconded by Dahlen. All in favor, none opposed. Motion carried.
- b. Jenny Pederson submitted the Liquor Liability Policy renewal for review. The previous year's policy was corrected for this renewal, lowering the food sales totals and increasing the coverages to \$2 million. The Policy renewal at \$12,847 was passed by motion from Donahue and seconded by Koelfgen. All in favor, none opposed. Motion carried.
- c. DaD's Endeavors requested the renewal of their Liquor License for Isle Bowl and Pizza. No changes to the license. Donahue made the motion to approve with Houle seconded. 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. Dock is in and pothole patching has begun. Isle Senior class helped paint street curbs and fire hydrants for their service day. Jason provided council with a full quote for priority street repairs. The full quote from North Central Paving of \$110,623.00 was reviewed and tabled until next month so that council can determine how to complete what is of greatest priority. Jason also submitted a partial proposal from Tri-City Paving, Inc. on re-paving Malone Island Dr. and the full loop of White Circle Drive in the amount of \$155,753.00. Council determined to have Jason break down the bids into manageable projects for now and they would discuss next month. With that, Jason stated that the council should consider posting both Isle St. East and North Scenic with "No Trucks over limit" signs. He felt that if the city is going to repave these streets, the semi's are causing them to break down too fast. Donahue made the **motion** to approve the signage with Houle seconding. All in favor, none opposed. Motion carried.

**Police Department-** Chief Reichel reported. Chief Reichel reviewed his summary of 222 ICR's for the month. Houle congratulated Reichel on his 12<sup>th</sup> anniversary with the department. Reichel noted that they used the Public Alert system to make all commercial businesses aware of some fraudulent money circulating thru town.

**Liquor Store Operations-** Manager Shannon Brown presented the Municipal report for May. Stated sales were up 4% from last year. May gross sales stated at \$88,487. Expenses down 21% from last May. Brown requested approval for Stranded to perform the weekend of June 30<sup>th</sup> with **motion** by Houle and second by Dahlen. All in favor, none opposed. Motion carried. Brown revisited the tabled discussion for some electrical upgrades to the outdoor junction box install to the patio for the outdoor festival. Donahue made the **motion** to approve the junction box with Koelfgen seconding. All in favor, none opposed. Motion carried. Next Donahue made a motion to approve the purchase of 45 new chairs and 24 new bar stools from A to Z for \$2896.45. Koelfgen seconded the motion. All in favor, none opposed. Motion carried. Brown stated that the Bottle Shop sign is in working order again, but will keep looking for replacement quotes for next year's budget.

**Fire Department-** CoChief Miller was present to discuss the Fire Department and Fire Relief events for June and July. June 30<sup>th</sup> Pancake breakfast, motorcycle ride and end at fire hall for BBQ, DJ entertainment and beer sales. A request for permission to have alcohol on the Fire Department property was discussed with a decision to not allow beer/alcohol at the fire hall for this event, but tabled the decision for further discussion for future events. No council vote. Miller then presented the Isle Days Fun Run waiver for final approval. No council vote. Miller requested approval for a new gas meter, but did not have firm quotes available at the time of the meeting. Dahlen made the **motion** to approve the purchase once quotes were received and capped the expense at \$3000.00. Donahue seconded the motion. All in favor, none opposed. Motion carried. Miller closed his report with letting the council know that he just received two donations that day in the amount of \$1800 and would give them to the Clerk to receipt.

**Planning Commission** – Commissioner Houle reported that the commission met and discussed Zoning map amendments, annexation properties and the possibility of decertifying the TIF District in Pinz Estates. (All discussed further in New Business) Houle also stated that the Comprehensive Planning Committee had their first meeting and it was very productive. Comprehensive Committee will meet every first Monday of the month after the planning meetings.

**Airport Committee** – Donald Dahlen reviewed his report and announced that the new hangar construction has begun. Hangar leases were finalized and sent out to all lease owners. No Airport Commission meeting in July, but the fly in breakfast will be Sunday of Isle Days.

**City Engineer** –Tim Raimer was present to review the construction updates for the Malone Island Bridge project. The Minnesota Department of Natural Resources granted Red Rock Construction permission to start early. Tear down and temporary bridge construction will begin the week of the 25<sup>th</sup> of June. Fire Hall status report; final landscaping will be completed by Project One and some cosmetic touch ups will be completed by month end. Water and Sewer Extension project progress; USDA Rural Development has not committed to the project to date, but the City's RD representative feels that it will be committed by August.

#### **Unfinished Business:**

- a. Tabled discussion from May on the Mille Lacs Health System's request to store a second ambulance, was re-opened. Co-Chief Miller stated that the firehall had no room for the generator and Public Works Supervisor Minenko stated that it could not be stored at the boat house due to the corrosion and water damage it would cause there. Mayor Frie asked Clerk Hubbell if the ambulance were to be stored in the garage, would the rent need to be raised. Hubbell stated that \$350.00 should cover the additional utility expense of having a second ambulance plugged in 24 hrs. a day. With no agreement on where to store the generator, Dahlen made a **motion** to table the discussion with Donahue seconding. All in favor, none opposed. Motion carried
- b. **Resolution 2018-06B Wellhead Protection Policy and Approval Plan** was accepted and approved by motion from Houle, seconded by Donahue. All in favor, none opposed. Motion carried.

**New Business:**

- a. Houle presented the Zoning Map amendments to the council and public. Commissioner Houle recommended to the council that a public hearing be held to review all properties affected by the zoning changes. Dahlen made the motion to set the public hearing for July 10<sup>th</sup>, 2018 during the regular council meeting. **Motion** seconded by Donahue, with all in favor, none opposed. Motion carried.
- b. Commissioner requested a motion to approve the annexation process of the Industrial Park into city limits from Isle Harbor Township per majority vote of the commission. **Motion** by Donahue and seconded by Houle. All in favor, none opposed. Motion carried.
- c. Commissioner Houle recommended to the council and public, to begin the decertification of the TIF DIST3 Pinz Estates, per majority vote of the commission. **Motion** by Donahue and seconded by Dahlen. All in favor, none opposed. Motion carried.
- d. Police department compensatory time balances and policy changes for Chief Reichel were discussed. Council approved the Chief’s position to use the Small Police Department overtime exemption for allowing the Chief to be exempt of overtime pay, at his request, when less than five officers are on duty per any one pay period. Council also approved to extend the cap on the Comp time and Police Straight time leave balances to 128 hours. Any police officer is eligible to this policy and must be paid out down to 40 hours in either leave category by December 31<sup>st</sup> of the fiscal year the time is earned. **Motion** by Donahue and seconded by Dahlen. All in favor, none opposed. Motion carried. Police department wage analysis and discussion was tabled until budget review.
- e. A request by the Flying Club for the City to join was not approved. **Motion** by Houle to waive membership, seconded by Donahue. All in favor, none opposed. Motion carried.

**Clerk’s Report:**

Clerk Hubbell stated that the 2017 Financial Audit will be completed and reported by Althoff and Nordquist firm in July. Clerk Hubbell presented a quote for Surface Pro tablets to replace paper council packets at \$1999.95 for five with a two year warranty. She will try to raise donations to cover most of the expense. Clerk Hubbell’s certificate of Clerk’s institute completion presented from St. Cloud State University.

Financial Statements: General Fund statement at \$1,450,625.50. Liquor Fund statement at \$106,777.05 as of May 31<sup>st</sup>, 2018.

**Adjourn:**

Motion to adjourn at 7:50pm. by Donahue, second by Houle. All in favor, none opposed. Motion carried.

Dated on this 12<sup>th</sup> day of June, 2018

APPROVED on this 10<sup>th</sup> day of July, 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"/>