

## **CITY OF ISLE COUNCIL MEETING**

Regular Meeting Minutes – October 9<sup>th</sup>, 2018

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

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

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

**Motion** to approve the amended agenda by Donahue and seconded by Koelfgen. All in favor, none opposed. Motion carried. **Motion** to approve the September Regular meeting minutes by Donahue and seconded by Dahlen. All in favor, none opposed. Motion carried. Donahue made the **motion** to approve the September final claims totaling \$301,097.57 with Dahlen seconded. All in favor, none opposed. Motion carried. **Motion** by Donahue to accept the October month to date claims totaling \$463,510.07; after clarification for the payment to Leesa Williams tips; Houle seconded. All in favor. None opposed. Motion carried.

**Open Forum:** None

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

- a. Minnesota State Opportunity Zone Declaration information shared with the public. Council approved to put the link to applying for the tax incentives on the website.

### **Department Reports:**

**Public Works** – Supervisor Jason Minenko presented the department report for council's review. Usual monthly duties were completed. Minenko stated the Habeck completed the removal sections on Malone Island Dr. and removed the big rocks and stumps, laid the new fabric and graded for asphalt.

**Police Department-** Chief Reichel was present to review his report for the month to council. Reichel reported on 201 incident calls for the month of September. Reichel stated that his department participated in Toward Zero Deaths patrol with Mille Lacs County Sheriff's department this month.

**Liquor Store Operations-** Manager Brown was not present, although requested Clerk Hubbell to review her prepared reports for September and reviewed the summary report from the Municipal Beverage Association meeting. She then reviewed the sales and expenses reports for September; sales down for both on and off sale for 2018 verses 2017 by \$5604.50 and expenses were up by \$12306.76 from 2017. Although the year to date is at a \$7484 profit. The Muni March motorcycle ride raised \$1670 for the Isle food shelf. Brown needed to note that she would be canceling the Breast Cancer fundraiser this year due to staffing and lack of time to prepare. Clerk Hubbell stated that the Liquor fund was not in a position to make the monthly transfer.

**Fire Department-** Co-Chief David Miller was present to discuss upcoming events, including the Fire Hall Open House and free will donation dinner. Miller stated that the sign order from Mustang Signs should be installed in time. The Townships, Wahkon and Mille Lacs Band were invited at 3:30pm for the fire hall tour and contract meeting. Miller is looking into grant opportunities for air compressor purchase. New would cost \$40K but found an option for a used one at \$9000 installed. He will have a completed quote for the November meeting.

**Planning Commission** – Commissioner Houle reported there was no meeting for September and Joseph Ebenhoh was appointed to the vacant commission seat. The survey for the Comprehensive plan will be live on the city website until October 12<sup>th</sup>.

**Airport Committee** – Dahlen submitted the minutes for the September Commission meeting. Discussed the road improvement and re-installation of the gate. Dahlen reviewed the flying club financial contributions to the

City year to date stating a \$1400 revenue profit after expenses. He proposed to council to consider hiring the engineering firm to complete an aerial easement survey of the south end of the airport. He provided copies of the recorded 1955 easement from Mille Lacs County records. City Engineer Tim Ramerth stepped forward to review the potential expense of a state approved FAA survey. Council determined the flying club should seek grants or donations to cover the expense. Frie motioned to table the discussion until more exact estimates could be provided. Donahue seconded. Koelfgen and Houle agreed.

**City Engineer** –Tim Ramerth was present to review the construction progress on Malone Island Bridge. A request for motion to approve the next set of engineering services invoices presented to council in the amount of \$45,067.50 of the contract approved reimbursable \$122,600.00 of the project. Donahue made the **Motion** to approve payment with Houle seconding. All in favor, none opposed. Motion carried. Next Houle made the **Motion** to set the Bridge Dedication and ribbon cutting for October 29<sup>th</sup> at 4:30pm. Donahue seconded, all in favor, none opposed. Motion carried. Ramerth then presented the council with the final payment request to Project One for the fire hall project in the amount of \$10,200. Dahlen made the **Motion** to approve final payment, with Donahue seconding. All in favor, none opposed. Motion carried. Lastly he stated that the PER for the water and sewer project was not submitted before the deadline for the 2018 surplus funds, but will be high on the list for the 2019 USDA Rural Development grant application.

#### **Unfinished Business:**

- a. **RESOLUTION 2018-10A** Approving new Full Time Municipal employee Monica Weets by **Motion** from Houle and seconded by Dahlen. All in favor, none opposed. Motion carried.
- b. **RESOLUTION 2018-10B** Approving new Part Time Public Works employee James Dunphy by **Motion** by Houle, seconded by Koelfgen. All in favor, none opposed. Motion carried.
- c. Tabled discussion from September meeting regarding Isle High School Principal Jeremy Schultz to allow Main St. properties to paint “Husky Paws” on the sidewalks within the ROW, was revisited and ultimately denied by Motion from Houle and seconded by Donahue. All in favor, none opposed. Motion carried. Mayor Frie suggested that the school paint the street, school paths or any other private property, just not the new sidewalks on Main Street that remain in a temporary easement held by the State.

#### **New Business:**

- a. **RESOLUTION 2018-10C** Authorizing Acquisition of County Tax forfeited parcel for public purpose use was approved by Motion by Houle; seconded by Dahlen; all in favor, none opposed. Motion carried.
- b. Verizon submitted a proposal for water tower antenna upgrades and cable adjustments. Dahlen made the Motion to approve their proposal with Donahue seconding. All in favor, none opposed. Motion carried.
- c. **RESOLUTION 2018-10D** Authorizing the Clerk to prepare Delinquent Utility Tax Assessment for public hearing for November 13th, 2018. Approved by **Motion** by Donahue and seconded by Houle. All in favor, none opposed. Motion carried.
- d. **RESOLUTION 2018-10E** Accepting Donations from Mille Lacs Drift Skippers in the amount of \$250 for the purchase of Council meeting tablets. **Motion** by Houle, seconded by Donahue. All in favor, none opposed. Motion carried.

#### **Clerk’s Report:**

Clerk Hubbell reminded the Council and Public that the 2019 Budget session is scheduled for November 13<sup>th</sup>, 2018 beginning at 4:30pm. with the regular council meeting to follow.

Financial Statements: General Fund statement at \$1,492,283.16. Liquor Fund statement at \$64,451.55 as of September 30<sup>th</sup>, 2018. Third quarter budget status reports provided to council via email with all departments

being at or under budget. Admin. 50.90%, Police 86.70% (although insurance reimbursements lower that), Public Works 70.90%, Fire 56.50%, Water 57.80%, Sewer 24.90% and Liquor 73.70% in expenses.

**Adjourn:**

**Motion** to adjourn at 7:25pm. by Dahlen, second by Donahue. All in favor, none opposed. Motion carried.

Dated on this 9<sup>th</sup> day of October , 2018

APPROVED on this 13<sup>th</sup> day of November, 2018

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Ernie Frie - Mayor

ATTEST:

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Jamie Hubbell, Clerk-Treasurer

CERTIFIED BY VOTE:

<b>Motion</b>	_____	
<b>Second</b>	_____	
<b>AYE</b>		<b>NAY</b>
<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"/>