

## CITY OF ISLE COUNCIL MEETING

Regular Meeting Minutes – July 10<sup>th</sup>, 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, David Miller, Jamie Hubbell and Tim Ramerth.

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

**Motion** to approve the June Regular meeting minutes by Donahue and Koelfgen seconded. All in favor, none opposed. Motion carried. Donahue made the **motion** to approve the June final claims totaling \$287,711.89 with Houle seconded. All in favor, none opposed. Motion carried. **Motion** by Donahue to accept the July month to date claims totaling \$195,388.82 to date, Houle seconded. All in favor. None opposed. Motion carried.

**Open Forum:** Mille Lacs County Attorney Candidate, Jan Jude, discussed her forum with the council and public.

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

- a. Carl Nordquist presented the final draft of the 2017 City Financial Audit report and reviewed the Financial Analysis report. Nordquist stated that the city was in good financial standing even with unexpected expenses. He noted that the council and Liquor Manager should analyze some of the concerns for profits for the coming years. **Motion** by Donahue to approve the completed audit report, with Dahlen seconding. All in favor, none opposed. Motion carried.
- b. Zoning Ordinance Map Amendments Public Hearing: Dahlen made the **motion** to open the public hearing with Houle making the second. All in favor, none opposed. Motion carried. Clerk Hubbell read the O’Neil’s letter of response per their request since they could not be present. Michael and Juliana O’Neil, 495 4<sup>th</sup> Ave, stated their position of being in favor or changing their property zone back to commercial. They stated that they have immediate plans for commercial construction. Debra Walters, Lake St. was present to state that she was not in favor or opposed the map changes, but wanted to make sure that the changes that were being discussed were in conjunction with the comprehensive plan design for this portion of the city. Houle confirmed that the Comprehensive Committee agreed with the commercial properties on the amendment list were planned to remain commercial use properties. Timothy and Emma Haan, 480 4<sup>th</sup> Ave., were present to state that they see no reason for their property to become commercial and requested to remain zoned residential. Clerk Hubbell agreed and noted that they were inadvertently added to the amendment list and if council agreed, she would remove their property from the amendment. With no further discussion, Dahlen made the **motion** to close the public hearing. Donahue seconded, none opposed. Motion carried.
  - I. **Ordinance 160 An Ordinance Amending the Official City of Isle Zoning Map** was approved by **motion** from Donahue and seconded by Dahlen. Four Ayes, No Nays, Motion carried.
- c. Mayor Frie declared the council seats up for election at this November’s General election. Mayor (Frie) with a two year term and two council seats (Houle & Donahue) with four year terms each.

### Department Reports:

**Public Works** – Supervisor Jason Minenko presented the department report for council’s review. Usual monthly duties were completed. Minenko praised the job the Isle Garden Club did on the flower beds at the Lakeview Park. Added gravel and bladed Circle Dr. and Maben Ave. The tabled discussion from June on the road priority repairs list was reintroduced. Unanimously council agreed to start each priority quoted street

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improvement from June totaling \$62,105, but billed separately per job. **Motion** by Donahue and seconded by Koelfgen to cap priority repairs at \$75,000 for this year, then to discuss property assessments for the remaining \$191,223.00 road improvements for Malone Island Drive and White Cloud Drives. Donahue also stated to add Superior Street East and Oak Street to the assessment discussion as part of the water and sewer extension plan. **Police Department-** Chief Reichel reported his summary of 229 Incident Reports for the month. Reichel noted that the Public Alert system is working very well and we have received good feedback from residents.

**Liquor Store Operations-** Manager Shannon Brown presented the Municipal report for June and reviewed sales and expenses for 2017 versus 2018 to date. Stated that sales are down 5% and expenses were up 21%. Donahue made the **motion** per Brown's request for "Mixed Brew" band on July 21<sup>st</sup> and "Stranded" on July 28<sup>th</sup>. Houle seconded the motion. All in favor, none opposed. Motion carried. She waited to order the approved bar stools and chairs until summer sales picked up a little. Brown thanked John Johnson for all of the hours he had volunteered, although with that, Frie requested Hubbell to review the volunteer policy with the League of Cities and determine if AMC testing and background checks should be completed when volunteers will be handing money and serving alcohol. Brown will request a detailed price increase at the August meeting. She feels that prices need to be increase to make a profit. **Resolution 2018-07A** Approving the hiring of two part time Off Sale and Bartenders, Stormy Pike and Tanna Gray; passed by a **motion** by Donahue and seconded by Dahlen. All in favor, none opposed. Motion carried.

**Fire Department-** Co-Chief David Miller was present to discuss June events with council. The Motorcycle ride raised \$4000.00 for the Isle Fire Relief Pension fund. Food donations, cooks and prizes were covered by donations. **Resolution 2018-07B** Declaration of two new On Call/Volunteer Firefighters was approved by **motion** by Donahue and seconded by Houle. All in favor, none opposed. Motion Carried. A revised quote from Municipal Emergency Services for a new gas meter in the amount of \$4186.50 was approved by **motion** by Donahue and seconded by Houle. All in favor, none opposed. Motion carried.

**Planning Commission** – Commissioner Houle reported on the June Planning meeting. Shannon Brown was appointed to fill Becker's seat. Houle stated that with the resignation of Debra Walters that they should post the seat vacancy. Donahue made a **motion** to table that until other citizens are contacted who are interested in appointment. Dahlen seconded that motion. All in favor, none opposed. Motion carried. Houle stated the Comprehensive Plan is making progress. The steering committee will be at the park discussing plans with the community at National Nite Out in the park.

**Airport Committee** – Donald Dahlen stated that there was not a meeting in June, but reported the excellent turn out for Isle Days pancake breakfast. They had 50 planes and served 600 meals.

**City Engineer** –Tim Raimer was present to review the construction progress on Malone Island Bridge. He stated that Aric Welch, WSN Bridge project engineer and Hubbell will meet with Redstone to discuss design aesthetic options next week. He completed the one year walk through at the fire hall to discuss the final project punch list. Raimer stated that the Final Draft of the PER has been submitted to Rural Water for approval. He has some final comments to work through with Brett Repulske with USDA. Clerk Hubbell requested the council approve \$39,742.00 of the \$73,735.50 in invoices from Widseth, Smith and Nolting Malone Island Bridge engineering invoices. Donahue **motioned** to approve with Dahlen seconding. All in favor, none opposed. Motion carried.

#### **Unfinished Business:**

- a. The tabled ambulance garage stall lease from May was resolved prior to the council meeting. A new lease agreement in the amount of \$350.00 per month was accepted by Mille Lacs Health System. Public Works and the Police Department were instructed by Mayor Frie to make room for the ambulance.

#### **New Business:**

- a. National Nite Out will take place Tuesday August 7<sup>th</sup> from 5pm to 7pm at Isle Lakeview city park.

- b. Donation **Resolution 2018-07C** Accepting donations in the amount of \$1000 from Mille Lacs Driftskippers as pass thrus for Isle Days Kids activities and Isle Fire Relief motorcycle ride prizes, each. Approved by **motion** by Houle and seconded by Donahue. All in favor, none opposed. Motion carried.
- c. Donation **Resolution 2018-07D** Accepting donations from Mille Lacs Trails Snowmobile Club in the amount of \$900.00 and Nitti’s Hunters Point Resort in the amount of \$900.00 for the Isle Fire Department. Approved by **motion** from Houle and seconded by Donahue. All in favor, none opposed. Motion carried.

**Clerk’s Report:**

Clerk Jamie Hubbell stated there will be a Public Hearing on August 7<sup>th</sup>, 2018 at the Mille Lacs County Courthouse at 9:00AM to discuss the progress of the Small Cities Grant Fund Community Development Block grant Funding and the Fair Housing Act.

Next Council meeting in August will be one week early, August 7<sup>th</sup> at 6:30pm due to the primary elections on August 14<sup>th</sup>.

Financial Statements: General Fund statement at \$1,350,715.06. Liquor Fund statement at \$75,246.08 as of July 1<sup>st</sup>, 2018.

**Adjourn:**

**Motion** to adjourn at 8:10pm. by Donahue, second by Houle. All in favor, none opposed. Motion carried.

Dated on this 10<sup>th</sup> day of July, 2018

APPROVED on this 7<sup>th</sup> day of August, 2018

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Ernie Frie - Mayor

ATTEST:

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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"/>