

**CITY OF ISLE, MILLE LACS COUNTY, MINNESOTA  
COUNCIL MEETING**

Regular Meeting Minutes – November 13<sup>th</sup>, 2018

At 4:30PM the 2019 Budget Work session was called to order by Mayor Frie. Council reviewed each departments' current budget needs and then tabled the completion of tax levy determination.

At 6:30 PM, the councilors convened at the council desk and 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 agenda by Donahue and seconded by Dahlen. All in favor, none opposed. Motion carried. **Motion** to approve the October Regular meeting minutes by Donahue and seconded by Dahlen. All in favor, none opposed. Motion carried. **Motion** to approve the October Special Meeting minutes by Donahue and seconded by Dahlen. All in favor, none opposed. Motion carried. Next, Donahue made the **motion** to approve the October final claims totaling \$527,737.22 with Dahlen seconded. All in favor, none opposed. Motion carried. **Motion** by Donahue to accept the November month to date claims totaling \$266,771.59; Dahlen seconded. All in favor. None opposed. Motion carried.

**Open Forum:** None

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

- a. **RESOLUTION 2018-11A** to Assess City Utility Billing Delinquent Accounts to County of Mille Lacs Property Tax roll was approved by **motion** from Dahlen and second from Donahue. No customers on the assessment list approached council to speak on their behalf. All in favor, none opposed. Motion carried.
- b. **RESOLUTION 2018-11B 2018** General Election Canvassing results were read aloud by Mayor Frie. Stating the election seat winners of Mayor to Schultz and council to Keding and Houle. A motion to accept the canvassing results was made by Donahue and 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. Minenko reported that the sewer pond discharges were completed before the freezing temperatures and hopes to be in good position until Spring for the next discharge. Koelfgen stated that he had a couple complaints regarding the manholes on the island after the new asphalt was laid. Minenko stated that he would see what he could do about the transitions to make them less noticeable.

**Police Department-** Chief Mark Reichel was present to review his report for the month to council. Reichel reported on 196 incident calls for the month of October.

**Liquor Store Operations-** Manager Shannon Brown was present to review her reports for October. Sales down for on sale for 2018 verses 2017 by \$4385 and expenses were also down by \$960 from 2017. Off sale was up by \$1518 and expenses down by \$19,394 from 2017. Muni total profit for the year sits at \$10076 with a \$20482 from stated profits for 2017. Council denied the monthly transfer to general fund by unanimous statement. Brown stated that Jeni Sunderman would be returning as an Off Sale clerk only and Donahue recommended that

she be paid the wage that matched the six year longevity amount; council agreed unanimously to the Motion by Frie, seconded by Houle. All in favor, none opposed. Motion carried.

**Fire Department-** Co-Chief David Miller was present to discuss the October events and request for motion a purchase for the air compressor. Miller stated that the Fire Relief raised approximately \$670.00 at their open house pancake supper on the 17<sup>th</sup>. His department staff qualified with their driver safety training. The air compressor quote from Alex Air was approved at \$9100.00 **Motion** by Houle seconded by Donahue. All in Favor, none opposed. Motion carried.

**Planning Commission** – Commissioner Houle reported there a brief meeting to discuss blight concerns and leaf fines. Progress on the comprehensive plan continues.

**Airport Committee** – Dahlen stated that there was no airport meeting for October.

**City Engineer** –Tim Ramerth was present to review the activities of October with council. A request of council to approve the added anti-graffiti protective coating to the Malone Bridge at a cost of \$1750.00 was approved by **Motion** from Houle, seconded by Donahue. All in favor, none opposed. Motion carried. Ramerth requested approval of a fourth invoice for services performed for the bridge project in the amount of \$ 10,822.50 bringing the project total to \$133,765.50 to date. **Motion** by Donahue and seconded by Dahlen to approve. All in favor, none opposed. Motion carried. Invoice #127344 in the amount of \$442.90 to update the zoning map was also verbally approved by council. Ramerth is following up with USDA Rural Development on 2019 funding opportunities for the water and sewer project.

#### **Unfinished Business:**

- a. The tabled airport air easement survey discussion was reopened. Dahlen requested a summarized survey of just the south end obstruction area. Ramerth stated that the Flying Club should consult with the city attorney to review the purpose and procedures for using such a document for private property notification of obstruction removal. Discussion tabled until further notice of business.

#### **New Business:**

- a. City of Mora request for Joint Cooperative Agreement for Fire personnel and equipment, submitted for review. **Motion** by Dahlen, seconded by Donahue to approve. All in favor, none opposed. Motion carried.
- b. Cemetery CD at First National Bank renewal was discussed. Current CD value at \$103,662.92 with a maturity date of 12/31/2018. Current interest rate of 0.25% would be increased to 1.00% if renewed for 1 yr. 1.56% if renewed for 3 years. Clerk recommended council consider the 3 year term. Dahlen requested that the Clerk shop around for better rates at other banks. Hubbell stated that the CD is currently securing other accounts, but that she would check with First National to see if there were other options. Dahlen made the **motion** to approve renewal at a 3 year term. Donahue seconded the motion. All in favor, none opposed. motion carried.

#### **Clerk's Report:**

- a. And b. Clerk Hubbell presented past official minutes for amendment. Previous Clerk Turk submitted minutes for September 12<sup>th</sup>, 2017 and October 10<sup>th</sup>, 2017 with clerical error. Donahue made the **motion** to approve the corrections with Houle seconding. All in favor, none opposed. Motion carried.
- c. Final 2019 Tax levy and Truth in Taxation hearing declared on December 11<sup>th</sup>, 2018 at 6:30PM
- d. Request to purchase the council tablets during a special on Black Friday was made for five (5) HP Chromebooks @ \$199.99 each plus shipping and service agreement. Houle made the motion to approve the purchase with Donahue seconding. All in favor, none opposed. Motion carried.

**Financials:** Financial Statements for General Fund statement at \$1,219,353.48. Liquor Fund statement at \$68,173.90 as of October 31<sup>st</sup>, 2018.

**Adjourn:** Mayor Frie declared a special meeting to continue the Budget work session on Tuesday November 27<sup>th</sup>, 2018 at 5:30PM

**Motion** to adjourn at 7:05PM. by Donahue, second by Houle. All in favor, none opposed. Motion carried.

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

APPROVED on this 11<sup>th</sup> day of December, 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"/> |