

CITY OF ISLE COUNCIL MEETING

Regular Meeting Minutes – February 12th, 2019

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

Current Council members present: Mayor Rodney Schultz, Donald Dahlen, Robert Koelfgen, Ginger Houle and Monica Keding.

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

Motion to approve the amended agenda by Dahlen and seconded by Koelfgen. All in favor, none opposed. Motion carried. **Motion** to approve the January Regular meeting minutes by Houle and seconded by Dahlen. All in favor, none opposed. Motion carried. Houle made the **motion** to approve the January final claims totaling \$177,999.14 with Koelfgen seconded. All in favor, none opposed. Motion carried. **Motion** by Dahlen to approve the February month to date claims totaling \$137,600.15. Houle seconded. All in favor. None opposed. Motion carried.

Open Forum:

- a. Public Meeting notice for Transportation opportunities in Mille Lacs and Pine counties.

Public Hearings, Requests and/or Complaints:

- a. 2019 Pay Equity report results, Clerk Hubbell reviewed the wage verses points and explained that the City received a score of 80%+ for pay equity throughout all departments combined.
- b. The mutual aid agreement between Isle and Wahkon was approved as amended by **Motion** by Dahlen 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. Jason explained the circumstances on the water main breaks that keep occurring. Maintenance on the white dump truck continued.

Police Department- Chief Reichel presented his report for the month, reporting on 227 ICR reports to the council. Reichel presented a copy of the Administrative Citation for council.

Resolution 2019-02B Hiring a new Part Time Officer; Dennis L Closson. **Motion** by Dahlen to approve with Houle seconding. All in favor, none opposed; motion carried. Reichel made a request for motion to keep Officer Elgin, but put him to part time status and to promote Officer Thurber from part time to full time with a pay increase to \$19.13 per hour and all eligible benefits approved. Dahlen made the **motion** to approve with Houle making the second. All in favor none opposed. Motion carried.

Liquor Store Operations- Manager Brown was present to review muni sales reports for January. Onsale sales were down by \$2338.03 from 2018 to 2019; with Off sale revenues increasing. Expenses were up from 2018 by over \$30,598.37 for the month. Brown stated that the biggest factors for the inflated expenses were maintenance and repairs and new manager wages including significant over time charges. She had big buys for inventory in late December due this month. She requested authorization to re-order shirt inventory at about \$1200.00 for just shirts. **Motion** by Schultz with the second from Koelfgen, all in favor, none opposed. Motion carried. Reviewed the SpotOn credit card and point of sale systems and all agreed it would be a good transition. **Motion** by Dahlen with Koelfgen seconding. All in favor, none opposed; motion

carried. Lastly Manager Brown tendered her resignation with a two week notice. **Motion** to accept the resignation by Keding, second by Koelfgen. Dahlen and Houle both opposed, Schultz voted in favor, motion carried. Motion by Keding to approve a motion to make Lead Weets the Interim manager and to declare the manager position as open. Authorized Hubbell to post the position and advertise "Open until filled.", Koelfgen seconded, Houle and Schultz approved, no vote from Dahlen.

Fire Department- Chief Miller was present to review upcoming fire events. Vintage Ride with Mille Lacs Drift Skippers for a pancake breakfast fundraiser on the 16th and the department will burn the brush pile for them at the same time. Miller also stated that the air bottles are installed and filled.

Planning Commission – No meeting

Airport Committee – No report, committee on winter break.

City Engineer –Tim Ramerth was present but did not have much to report. The final PER stages were wrapping up and it was determined that a historian needed to assess the old water tower. Ramerth felt that he would be able to secure a historian they have previously used and that the fees would be no more than \$2500-5000. Dahlen made a **motion** to cap the fee at \$2500 and let WSN and Hubbell determine who to hire accordingly. Houle made the second. All in favor, none opposed. Motion carried.

Unfinished Business:

- a. An amended draft of the annual appointments Resolution 2019-01A was approved by **Motion** by Houle and seconded by Dahlen as **Resolution 2019-02A**, correcting the official newspaper of record. All in favor, none opposed. Motion carried.
- b. Amended **Resolutions 2019-02D** and **2019-02E** approving a new date and time for Annexation Public Hearings. **Motion** by Houle and second by Dahlen on both. All in favor, none opposed. Motion carried.

New Business:

- a. Annexation first draft reading of new Ordinance 161 and 162. Options for potential payment compensation to the township was discussed. No motions, no votes at this time.
- b. **RESOLUTION 2019-02C** to approve record destruction of archived employee files according to the Minnesota records retention statute. Approved by Motion by Dahlen; seconded by Houle; all in favor, none opposed. Motion carried.
- c. City Hall computer quotes totaling \$2776.00 approved by **Motion** by Houle and seconded by Dahlen. All in favor, none opposed. Motion carried.
- d. Police Department new computers and service quote totaling \$8994.00 Approved by **Motion** by Houle, seconded by Dahlen. All in favor, none opposed. Motion carried.

Clerk's Report:

- a. Water and Sewer Scope of Project public hearing will be noticed next month.
- b. 2018 Financial audit with Althoff & Nordquist will be completed February 21-22nd.
- c. Hubbell will be out of office from March 20th – 22nd for the clerk's conference in St. Cloud.

Financials:

- a. General Fund balance: \$1,218,671.45 Liquor Fund balance: \$63,931.16

Adjourn:

Motion to adjourn at 7:25pm. by Dahlen, second by Koelfgen. Next regular meeting, March 12th, 2019. All in favor, none opposed. Motion carried.

Dated on this 12th day of February, 2019
APPROVED on this 12th day of March, 2019

Rodney Schultz - Mayor

ATTEST:

Jamie Hubbell, Clerk-Treasurer

CERTIFIED BY VOTE: