

CITY OF ISLE COUNCIL MEETING

Regular Meeting Minutes – November 12th, 2019

At 6:00 pm the regular meeting was called to order with the Pledge of Allegiance and roll call.

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

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

Motion to approve the November agenda by Dahlen; second by Keding. All in favor, none opposed. Motion carried. **Motion** to approve the October Regular meeting minutes by Keding and seconded by Dahlen. All in favor, none opposed. Motion carried. Dahlen made the **motion** to approve the October final claims totaling \$200,967.05 with Houle seconded. All in favor, none opposed. Motion carried. **Motion** by Keding to approve the November month to date claims totaling \$91,398.29 was made with Houle seconded. All in favor. None opposed. Motion carried.

Open Forum:

- a. Anonymous request presented to council for consideration of Lake View Park “re-naming rights” in lieu of donation to the Park Fund. By verbal individual vote, every councilmember voted in favor of considering the re-naming discussion, if presented to them in the form of a substantial donation.

Public Hearings, Requests and/or Complaints:

- a. The public hearing was opened by **motion** from Houle, second by Dahlen; all in favor, none opposed. Motion carried. Then the final complete list of delinquent utility accounts and public services fees presented to council for assessment to Mille Lacs County and Kanabec County for none payment for more than 90 days; totaling \$2770.01 utilities and \$1625.00 public service fees. No one was present to discuss their delinquent accounts. The public hearing was closed by **motion** from Houle, second by Dahlen; all in favor, none opposed. Motion carried. **Resolution 2019-11A** Ordering the Clerk to send property tax assessment totals to Mille Lacs County Auditor approved by **Motion** by Houle, seconded by Keding. All in favor. None opposed, motion carried. **Resolution 2019-11B** Ordering the Clerk to send property tax assessment totals to Kanabec County Auditor approved by **Motion** by Houle, seconded by Keding. All in favor. None opposed, motion carried.
- b. Jamie Root-Larson from the Mille Lac Health System Board of Directors gave a presentation to Council and the public for the health systems \$30 Million project. The opportunity to donate and support the project was reviewed.
- c. The completed Fire Relief Audit was presented to council in its entirety. A brief overview of the status of the fire relief fund was discussed. With no questions from council or public, Dahlen made the **motion** to accept the audited financial reports and Koelfgen seconded. All in favor, none opposed. Motion carried.

Department Reports:

Public Works – Supervisor Minenko presented the October department report. Minenko reported that they pulled the fishing pier and winterized the park. Winterized the sweeper and the November 12th, 2019 – Regular Council

lawn mowers. Added a new storm sewer to the alley behind Faith Lutheran church to prevent that alley from erosion. 24 work orders and \$53,847.30 in water and sewer revenues for the month.

Police Department- Chief Reichel presented his report to council covering 200 incident reports for the month. Summary of the calls for the month reviewed and highlighted. Chief Reichel informed the council that they delivered 12 boxes totaling 130lbs. of drug box collection items to the BCA waste management facility in Alexandria. Reviewed the calls including a response to the Isle Muni for smoke filling the building. Determined it was from the furnace. DWI arrest and continued traffic violation citations. Koelfgen asked Reichel if there was a maximum parking allowance on Main St.? Chief stated that the only restrictions on Main St. is winter parking regulations. The timed parking solution has been tried multiple times and it does not work to the best benefit of all on Main St.

Liquor Store Operations- Manager Weets was absent, Mayor Schultz presented her report for monthly sales. October revenues were up \$7,777 from October 2018, at \$63,319.43 total revenue. Although, expenses were up from last year by \$22,307 with \$76,404.67 in total expenses. Month end net effect was at a loss of \$13,085.24 YTD total sales \$807,932.99. Monthly beer, wine and liquor specials; Coors Light, Ménage a Trois wine and Windsor Liters. December events for approval: December Mille Lacs Open with Disco Night DJ at 9PM to 1 AM. December 14th – Ugly sweater contest with DJ from 9PM to 1AM. And December 31st New Years Eve live band “The Rubber Monkeys” for \$800 and new years food and promotions. Motion to approve December events by Koelfgen, seconded by Dahlen. Verbal approval from all in favor, none opposed. Motion carried.

Fire Department- Chief Miller was present, to request grant writing services from WSN for \$1200.00 for the new equipment in the Capital Improvement Plan. With the donations from the Lions and Mille Lacs Drift Skippers, Miller also requested authorization to purchase two (2) thermal imaging cameras for \$3500.00. By verbal approval; each councilmember approved this purchase. All in favor, none opposed.

Planning Commission – Houle reviewed the agenda items from the last meeting. Manning at 560 Superior was present to request an extension from the council on moving forward on the abatement of her blight issues at her property. Schultz recommended a 60 day extension and a review of the property for the January Planning and Council meetings. If compliance is not met, then the abatement process will begin 1/12/2020. Full council agreed to these terms verbally. None opposed. Next a minor variance for Leach at 570 5th Avenue to construct a new garage in the same location as the existing garage. Variance is needed due to the structure being only 10’ from the alley, but the size of the lot, the lower grade that causes flooding and the fact that Leach has road access from 5th Avenue and Isle Street West grants the project the variance needed. Dahlen made the **motion** to approve the minor variance, with Koelfgen seconding. All in favor, none opposed. Motion carried.

Airport Committee – No meeting for October

City Engineer –Tim Ramerth was present to discuss October with the council. Engineering Professional Services Agreement was reviewed for approval. Engineering services will cost \$1,013,940 for the Utility extension project. A couple pending insurance questions from Clerk Hubbell need to be confirmed on total coverages needed. **Motion** by Dahlen to approve the agreement baring comments from Rural Development, second by Houle. All in favor, none opposed. Motion carried. Water and Sewer project design and construction planning is under way. Two invoices submitted for approval at \$121,000 for PER and \$7731.50 for Water tower reports. Approved by motion by Dahlen, seconded by Houle. All in favor, none opposed. Motion

carried. Minnesota State Park engineering contract is approved and ready for feasibility reports to start. Industrial Park Board is working on the final steps for property transfer to the city.

Unfinished Business:

- a. Hunter Winfield's Variance Application discussion was reopened for council consideration. The planning commission reopened their variance decision by the request of the Christensens since they agreed to some new concessions on their property to come into compliance. Planning Commissioner Houle stated to the council that the commission approved the application for council approval four -one. Houle then stated that if the council decided approve the variance application; that it should be with the conditions that, the park model trailer be removed within two (2) years of the approval of the Planned Unit Development to bring the parcel into Shoreland compliance. She also included that she was concerned that Christensen would not follow through with converting her gravel areas to grass and remove the camping sites and slabs; and reducing the number of public use mooring slips. With that Keding made the **motion** to approve the variance application with those stated conditions. Koelfgen seconded. Dahlen and Houle opposed. Mayor Schultz approved the motion, making it majority vote. Motion carried.
- b. Ramerth presented the Airport Easement Survey reports. Final easement survey reports showed extensive easement encroachments by all four property owner properties. Toven recommended to the council that at this point the property owners should be notified in writing of the violations of the encroachments and that the city will be discussing the next steps and to what extent, to clear said violations. No further discussion.

New Business:

- a. **Resolution 2019-11D** Declaring 2020 Election polling place designations approved by **Motion** from Dahlen and seconded by Houle. All in favor, none opposed. Motion carried. Presented the Isle School District resolution for alternate polling place at city hall.
- b. **Resolution 2019-11E** Accepting Donations of \$6500.00. \$2000 from the Isle Lions to the fire department. \$4000.00 donation to the Isle Police Department from East Central Energy – Operation Round up for the 809 fund for police equipment. And \$500 from the Drift Skippers to the fire department for equipment. **Motion** by Houle and seconded by Dahlen. All in favor, none opposed. Motion carried
- c. **Motion** by Dahlen to approve the amendment to the personnel policy, implementing a “reasonable accommodation policy” for employee disability and limitations from their job description. Second b Houle, all in favor, none opposed. Motion carried.

Clerk's Report:

- a. Budget work session for Police, Public Works and Fire departments will follow this report immediately.
- b. A special meeting will be set for the Water and Sewer Fund budgets prior to the December 10th Truth in taxation hearing. Meeting will be posted.

Financials:

- a. General Fund balance: \$1,271,258.35 Liquor Fund balance: \$42,686.86

Adjourn: to Budget Work Session – Police, Public Works and Fire Department 2020 Budgets **Motion** to adjourn at 7:12 P.M.. by Dahlen, seconded by Houle. Next regular meeting, December 10th, 2019. All in favor, none opposed. Motion carried.
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Dated on this 12th day of November, 2019
APPROVED on this 10th day of December, 2019

CERTIFIED BY VOTE:

Motion _____

Second _____

AYE

NAY

Donald Dahlen

Ginger Houle

Monica Keding

Robert Koelfgen

Rodney Schultz

Rodney Schultz - Mayor

ATTEST:

Jamie Hubbell, MCMC Clerk-Treasurer