

CITY OF ISLE COUNCIL MEETING

Regular Meeting Minutes – May 12th, 2020

At approximately 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, Ginger Houle, Monica Keding and Robert Koelfgen.

Other staff present were: Jamie Hubbell, Tim Ramerth, and Damien Toven was available via phone (Attorney).

Motion to approve the May agenda by Houle; second by Keding. All in favor, none opposed. Motion carried. **Motion** to approve the March Regular meeting minutes by Keding and seconded by Houle. All in favor, none opposed. Motion carried. **Motion** to approve the March Special Meeting minutes by Dahlen, second by Houle. All in favor. None opposed. Motion carried. Keding made the **motion** to approve the February final claims totaling \$161,531.77 with second by Dahlen. All in favor, none opposed. Motion carried. **Motion** to approve April Special Meeting minutes by Keding, with second by Koelfgen. All in favor, none opposed. Motion carried. **Motion** by Keding to approve the March final claims totaling \$175,247.76; with second by Houle. After lift repair invoice inquiry by Koelfgen, **Motion** by Houle to approve April final claims totaling \$333,529.77; with second by Keding. All in favor, none opposed. Motion carried. **Motion** by Keding to approve May claims to date totaling \$59,604.27; with Houle seconding. All in favor. None opposed. Motion carried.

Open Forum:

- a. Tina Chapman was present and requested confirmation from the council on what they were doing to reach out to local businesses to check on their status and their individual situations during the Governor's Executive order to remain closed to the public. The council agreed that a mutual feeling of opening local businesses safely is desperately needed before the city loses any more businesses to this pandemic and economic downfall. **Resolution 2020-05E** approved by full council and signed by the mayor to send to the Governor to leave the decision to the individual business's to decide to open, while following safety protocols for the public.

Public Hearings:

The Public hearing portion of the meeting was opened by **Motion** made by Dahlen and second by Houle. All in favor, none opposed. Motion carried.

- a. **Tobacco Ordinance #163** amending the current tobacco ordinance – final reading and adoption. **Motion** to approve the new ordinance by Dahlen and second by Houle. All in favor, none opposed. Motion carried.
- b. **Ordinance #164** to create an Economic Development Authority Board final reading and adoption. **Motion** by Houle to approve with Koelfgen making the second. All in favor, none opposed. Motion carried.
- c. **Ordinance #167** Council consent to Mayoral Declaration extension if the Governor extends the Executive Order to "Shelter in Place". Motion by Koelfgen, with second by Dahlen. All in favor, none opposed. Motion carried.

The public hearing portion of the meeting was closed at 6:14pm by Motion from Houle and second by Dahlen. All in favor, none opposed. Motion carried.

Presentations, Announcements, Complaints and Requests:

- a. Carl Nordquist presented council with a letter cancelling his contract for auditing services for 2019 Financial audit. Three quotes were received for auditing services with council selecting Schlenner Wenner's quote of \$11,700. **Motion** to approve contract services by Dahlen; second by Keding. All in favor, none opposed. Motion carried. Resolution 2020-05A Appointing Molly Thompson with Schlenner Wenner as 2019 Auditor approved by motion from Houle and second by Dahlen. All in favor, none opposed. Motion carried.
- b. Notice from the Isle Chamber of Commerce that they unanimously decided to cancel the 2019 Isle Days festival, parade and fireworks for this July due to COVID restrictions for gatherings. Council concurred with their decision.
- c. Council reviewed the Minnesota Department of Transportation's Highway 47 project detour routes and schedule. All traffic will be re-routed to Highway 65 and 169 from April through September. No thru traffic on Highway 47. The city is providing the bulk water for this project.

Department Reports:

Due to COVID restrictions – all managers were excused from this meeting.

Public Works – Supervisor Minenko provided the April department's activity report. Minenko reported spring maintenance on equipment was under way, streets swept, repairs on lift station at boat landing and discharged secondary pond. A request to post the utility easement on Woodlawn between main and Isle Street was discussed. Emergency and Authorized Vehicles Only signs will be posted. High School Senior banners were donated this year to honor the senior class to honor them for their graduation. East Central Energy and Isle Public Works will get them put up on the light poles by Friday. \$48,605.89 total receipts for March and \$42,515.82 total receipts for April water and sewer bills.

Police Department- Chief Reichel provided his April report and Mayor Schultz reviewed his summary of 216 incident reports for the month. All officers practicing all safety protocol measures for prevention of exposure. Personal Protective Equipment supplies remain available to date.

Liquor Store Operations- Report submitted by Haley Weets and presented by Schultz.

Resolution 2020-05B Appointing Interim Manager Haley Weets as Full time Liquor Department Manager was approved by **motion** from Keding, seconded by Houle. Dahlen opposed, Koelfgen abstained, Schultz in favor. Motion carried. Wage approved at \$18.00 per hour. March revenues were up \$3051.86 from 2019 with \$57,553.08 in total revenue. March expenses were down by \$12,529.01 with \$50,955.49 in total expenses. April revenues were up \$22,482.85 with \$69,663.30 in total revenue. April expenses were up \$9,627.77 from 2019 with \$65,754.50 total expenses. Year to date net effect was a profit at \$6,908.34. Pending a transfer to the General fund in the amount of \$10,839 to cover sales tax paid on behalf of the Liquor sales in January and April. Weets is keeping a loss log for any inventory losses due to COVID shut down measures.

Fire Department- Chief Miller provided the department report. Miller reported that the department was able to get all of their turnout gear sized and ordered. Retirement notice by David Haggberg after 39 years of committed service accepted. A resignation due to transfer accepted by Ethan Phillips and resignation of Jason Amundson accepted. **Resolution 2020-05C** to hire one new Fire fighter, Justin Hendrix approved by **Motion** by Houle, seconded by Dahlen,

all in favor, none opposed. Motion carried. Dahlen reports that the Officers had a pre-meeting and discussed a couple brush fires, vehicle assignments and current resignations and hires.

Planning Commission – April Planning meeting was cancelled due to COVID restrictions. Saturday June 6th 1:00PM to 3:00PM annual clean up day is scheduled. Houle requested at least two volunteers. Workers and customers will practice safe distancing measures.

Airport Committee – No report

City Engineer –Tim Ramerth was present to discuss the April project statuses. Water and Sewer project continues to progress towards contract bidding status. Father Hennepin State Park flow analysis has been completed and determined that the ponds can accommodate their annual flows. The Industrial Park preliminary purchase agreement is being reviewed for council approval next month. Braun Intertec has completed the boring samples and project testing sites. Invoice #B210275 submitted for approval for \$13040.25 **Motion** by Dahlen, second by Houle. Widseth Invoice #204464 for \$163,496.50 for services performed to date approved by **motion** by Houle and second by Dahlen. All in favor for both, none opposed. Motion carried.

Unfinished Business:

- a. Tabled **Resolution 2019-12FA** to amend the water and sewer rates was reopened and amendments approved to extend effective date by **motion** by Houle. Second made by Dahlen, with verbal all in favor vote, none opposed. Motion carried. Rates will become effective July 20th , 2020. Clerk will keep on the agenda for discussion in June due to continued COVID relief potential.

New Business:

- a. Resolution 2020-05D accepting donations totaling \$2550.00. Council accepted \$250.00 from First National Bank for Clean up day expenses, \$200.00 Pass thru from S Lewis and \$100.00 from J West, both for donations to those in need due to COVID. A \$2000.00 donation from the Lions Club was unanimously returned to them that was offer to the Fire Department. Council felt it was not appropriate to accept while they are unable to have their pull tab services open during the Executive Order shut down. **Motion** by Houle, second by Keding. All in favor, none opposed. Motion carried.
- b. Records retention schedule for all items listed due for destruction approved by **motion** from Dahlen, second by Houle. All in favor, none opposed. Motion carried.

Clerk's Report:

- a. Friends of the Soo Line is looking for volunteers to maintain the trail from Spring thru Fall. All volunteers membership to the Drift Skippers paid in full for their services.
- b. Hubbell is working with Roger Tramm at First National Bank to assess what Revolving loan funds could be made available to any local businesses for COVID relief opportunities. Original MIF funds have been released.

Financials:

- a. General Fund balance: \$1,215,121.19 Liquor Fund balance: \$63,734.59

Adjourn: Motion to adjourn at 7:04 P.M.. by Dahlen, seconded by Houle. Next regular meeting, June 9th, 2020. All in favor, none opposed. Motion carried.

Dated on this 12th day of May, 2020

May 12th, 2020 – Regular Council Meeting

APPROVED on this 9th day of June, 2020

CERTIFIED BY VOTE:

Motion _____

Second _____

AYE

NAY

<input type="checkbox"/>	Donald Dahlen	<input type="checkbox"/>
<input type="checkbox"/>	Ginger Houle	<input type="checkbox"/>
<input type="checkbox"/>	Monica Keding	<input type="checkbox"/>
<input type="checkbox"/>	Robert Koelfgen	<input type="checkbox"/>
<input type="checkbox"/>	Rodney Schultz	<input type="checkbox"/>

Rodney Schultz - Mayor

ATTEST:

Jamie Hubbell, MCMC Clerk-Treasurer