

CITY OF ISLE COUNCIL MEETING

Regular Meeting Minutes – September 8th, 2020

At approximately 6:00 pm the regular meeting was called to order with the Pledge of Allegiance followed by roll call. **Council members present:** Mayor Rodney Schultz, Donald Dahlen, Ginger Houle and Monica Keding. Robert Koelfgen was absent.

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

A Motion to approve the September amended agenda by Dahlen; second by Houle. All in favor, none opposed. Motion carried. **Motion** to approve the July Regular meeting minutes by Keding and seconded by Dahlen. All in favor, none opposed. Motion carried. No August meeting due to Primary Election Day. Dahlen made the **motion** to approve the July final claims totaling \$317,064.91 with second by Keding. All in favor, none opposed. Motion carried. **Motion** to approve August final claims totaling \$270,610.72; by Keding, with Houle seconding. All in favor. None opposed. Motion carried. **Motion** by Dahlen to approve the September claims to date totaling \$91,888.06 with Keding making the second. All in favor, none opposed. Motion carried.

Open Forum:

- a. Anna Haggberg requested a parade route/road closure for Hunter’s Hope walk on October 3rd at 9am. Police department offered to block traffic on Main St. Council approved unanimously to approve.

Public Hearings:

The Public hearing portion of the meeting was opened at 6:06PM by **Motion** made by Dahlen and second by Keding. All in favor, none opposed. Motion carried.

- a. Ordinance 187 Ebert annexation first reading to annex Isle Harbor parcel #08-012-1002 into city limits. Petition by the Ebert’s to the city proposed for city utility connections. **Motion** by Dahlen to pay Isle Harbor one lump sum payment of \$618.08 for the compensation of removing the parcel from the township. William Young, chairman and Pamela McGuire, secretary were present to accept the terms. Keding seconded the motion. All in favor, none opposed. Motion carried.
- b. Ordinance 188 Walters annexation first reading to annex Isle Harbor parcel #08-013-0602 into city limits. Petition by the Walter’s to the city proposed for city utility connections. **Motion** by Houle to pay Isle Harbor one lump sum payment of \$616.88 for the compensation of removing the parcel from the township. William Young, chairman and Pamela McGuire, secretary were present to accept the terms. Dahlen seconded the motion. All in favor, none opposed. Motion carried.
- c. Second reading of the “Special Assessment Policy” approved with the caveat to amend according to any changes recommended by the city engineer with each project. **Motion** to accept the policy by Dahlen, seconded by Houle. All in favor, none opposed. Motion carried.

The public hearing portion of the meeting was closed at 6:15PM by **Motion** from Dahlen and second by Houle. All in favor, none opposed. Motion carried.

Presentations, Announcements, Complaints and Requests:

- a. Resolution 2020-09F A clerical correction on the original Resolution 2020-06E for the Manning Blight Abatement, correcting the property address. **Motion** by Houle to approve the corrections with a second by Dahlen. All in favor, none opposed. Motion carried.
- b. Preliminary 2021 Tax levy and General Fund budget presented to council. Request by Hubbell to approve an increase of \$122,759 increase in expense budget over 2020 budget of \$609,016 totaling 29.23% increase. **Motion** by Dahlen to approve a 20% increase and no levy for the fire hall payment. No second. **Motion** by Houle to approve a 20% increase and add the fire hall levy of \$31,324.00; second by Dahlen. All in favor, none opposed. Motion carried. **Motion** by Houle to approve **Resolution 2020-09A** approving the 2021 Preliminary Tax levy to report to the Mille Lacs County Auditor's office. Second by Dahlen. All in favor, none opposed. Motion carried.
- c. Set the date for the budget work sessions as follows: General, Police and Fire after the October 13th council meeting. Water and Sewer Department session on October 27th at 6:00PM. Liquor department session on November 10th after the regular council meeting. Truth in Taxation Public hearing set for the 8th of December at 6:00PM. **Motion** by Houle, followed by Keding with the second. All in favor, none opposed. Motion carried.

Department Reports:

Public Works – Supervisor Minenko presented the July and August department activities report. Minenko stated that multiple people have requested the stop signs on Lake Street be removed as their location serves no purpose. Houle made the **motion** to approve with Dahlen second. Dahlen then requested that Public Works look at other options for storm shelters in the city instead of city hall instructing people to use the fire hall or park restrooms. Minenko suggested adding the construction of a shelter to the capital improvement list, but no viable option is available at this time. \$43,616.11 total receipts for July water and sewer bills.

Police Department- Chief Reichel provided his summary July report of 283 calls for service. Then Reichel reviewed his summary of 271 incident call reports for the month of August.

Liquor Store Operations- Report presented by Hubbell. August revenues were down \$21,932.07 from 2019 with \$90,209.84 in total off sale revenue only; 2019 had \$29,467 in onsale revenue alone. August expenses were down by \$37,392.48 with \$89,851.66 in total expenses. Total profit for August was \$358.18 with a year to date net effect of profit at \$24,347.47. New hires, Haley, Jaime Lee, Neil, Connor and Kayla we approved by **Motion** from Schultz; with Houle begrudgingly seconding, stating that “she will approve the motion because of the need for employees, but did not agree with the re-opening of the on-sale bar without council discussion first.” Three (3) ayes and one (1) nay by Dahlen. Motion carried. Sandra Campbell resigned September 2, 2020.

Fire Department- Chief Miller was present to review the department report. Miller stated that we were holding the payment to MES for the turnout gear due to some sizing issues in the new gear sets. He discussed that we need to budget for a new tender in the 2021 budget and he is not opposed to buying a used one. Miller reported that we were still waiting on the results to the FEMA grant application for all new air packs. He said that they had 5+ new members that need to get fire fighter I and others for fire fighter II training this year through CLC training by the state.

Planning Commission – No meeting

Airport Committee – Minutes of the August meeting submitted. Association requested that easement property notices to be sent out as soon as possible to know what each owner would like

done with the timber in air easement areas. The association stated that they would have a final quote to remove all trees, brush and debris with spring grading and stumping available for the October council meeting. The well drilling and casing was completed.

City Engineer –Tim Ramerth was present to discuss the August report. Water and Sewer project continues to progress towards contract bidding status as we finish up easement acquisitions. Ramerth recommended that we may need a special meeting with Mayor and Houle to discuss property compensations verses the condemnation process for the remaining easements needed to be negotiated. The hwy 47 casing across to Torchlight was completed and 5% of final payment was retained until confirmation of landscape completion was done. Father Hennepin State Park flow analysis has been completed and determined that the ponds can accommodate their annual flows. The state park commission would like more information on the cost and usage fees prior to committing to the project. Koelfgen and Keding will review and advise to council for approval. The Industrial Park purchase agreement is completed and the title company is only waiting on the Alta survey to be completed. Ramerth will get the quote to Hubbell for review and approval.

Unfinished Business:

- a. **Resolution 2020-09B** Allocating July Corona Virus Aid relief and economic security act funds to local government activities. CARES eligible relief for Public Health Expenses totaling \$1577.93, Payroll expenses totaling \$7550.95, Public Health measures for COVID compliance \$161.11 and allocated small business grants totaling \$25,000; approved by **motion** from Houle and seconded by Dahlen. All in favor, none opposed. Motion carried.
- b. **Resolution 2020-09C** Authorizing Petty cash fund and naming the clerk as custodian of said fund. **Motion** by Dahlen to approve \$125.00 petty cash fund for city hall. Second by Houle; all in favor, none opposed. Motion carried.
- c. Renewal of the Fire Hall Ambulance Lease Agreement. Chief Miller recommended an increase to \$800.00 per month with Mayor Schultz recommending an increase of \$650.00 plus invoicing Mille Lacs Health System for any utility overages and for pumping fees to pump the bay drains and holding tanks. With no other amendments, Houle made the motion to approve the increase of \$650 plus overages and Keding seconded. All in favor, none opposed. Motion carried.

New Business:

- a. **Resolution 2020-09D** accepting donations totaling \$540.00. Council accepted \$500.00 from McQuoids for the Police Department, and \$40 from T Carlone as a donation to the Police Department. **Motion** by Houle, second by Dahlen. All in favor, none opposed. Motion carried.
- b. CARES Relief small business grant loan application for \$5000 to GoGreenBuilders dba Beckham's Bar and Bistro with deferred payment of six (6) months, 24 month total loan duration and 1% interest accrued on balance of return; approved by **motion** from Houle, second by Keding. All in favor, none opposed. Motion carried.
- c. New Isle Airport Lease Agreement reviewed for final approval. Increase of \$100.00 totaling \$350.00 annually with automatic annual increase of 3% per year on annual renewal date. **Motion** to approve by Houle, second by Keding. All in favor, none opposed, motion carried.

- d. **Resolution 2020-09E** Approving the new hires at the Isle Liquor Department. **Motion** by Schultz, second by Houle. Three ayes, one nay from Dahlen. Motion carried. (see Liquor Department report)

Clerk’s Report:

- a. Hubbell is working with Roger Tramm at First National Bank to review interest investment options with a Sweep Arrangement of city funds. With Tramm reporting only an investment of \$1000 increase in interest for the year, Hubbell requested to table the decision until other options are reviewed. Houle **motioned** to table with Dahlen seconding. All in favor, none opposed. Motion carried.

Financials:

- a. July General Fund balance: \$1,278,215.70 Liquor Fund balance: \$60,723.71
- b. August General Fund balance: \$1,229,786.69 Liquor Fund balance: \$57,060.96

Adjourn: Motion to adjourn at 7:35 P.M.. by Dahlen, seconded by Keding. Next regular meeting, October 13th, 2020. All in favor, none opposed. Motion carried.

Dated on this 8th, day of September, 2020
 APPROVED on this 13th day of October, 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