

CITY OF ISLE COUNCIL MEETING

Regular Meeting Minutes –December 8th, 2020

At 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, Monica Keding and Robert Koelfgen.

Other staff present were: Jamie Hubbell, David Miller, Tim Ramerth, Gail Leverson (Widseth grant writer), and Damien Toven. All other managers excused due to social distancing measures.

A Motion to approve the amended December agenda by Houle; second by Keding. All in favor, none opposed. Motion carried. **Motion** to approve the November Regular meeting minutes by Keding and seconded by Houle. All in favor, none opposed. Motion carried. **Motion** to approve the November Special meeting minutes by Houle and second by Keding. All in favor, none opposed. Motion carried. Keding made the **motion** to approve the November final claims totaling \$401,840.49 with second by Houle. All in favor, none opposed. Motion carried. **Motion** by Dahlen to approve December claims to date totaling \$100,097.03 with Houle making the second. All in favor, none opposed. Motion carried.

Open Forum: Shawn Joy was not present.

Presentations, Announcements, Complaints and Requests:

- a. Kenneth Stewart, 1935 White Cloud Drive, Variance application was submitted to Planning Commission for review. During that public hearing Mr. Stewart was provided additional options to consider and granted the council an extension on the variance process until he resubmits his request. Action by the council has been waived in writing by Stewart until further correspondence.
- b. **A revised Fire Department budget was presented for council review.**
 - I. Chief Miller requested an annual membership for the department at the Isle recreational Center at the corporate rate of \$30.60 per member per month. **Motion** by Keding to deny the request with Houle seconding. Four in favor, with Dahlen opposed. Motion carried to deny, but suggested that the Relief to cover their membership if the IREC could not offer the use of the gym for “essential service” employees.
 - II. Chief Miller presented a quote from Midwest Fire for the purchase of a new 2022 Freightliner M2-106 All-Poly Tanker Truck and equipment. The purchase agreement is \$8710.00 down payment with order confirmation, the \$78,386.00 payment when the Chassis is completed. With a loan balance of \$133,643 at 2.25% through First National Bank of Milaca for a 5 year term. **Motion** to approve the purchase by Dahlen with a second from Houle. All in favor, none opposed. Motion carried.
 - III. Fire 2021 budget revisions reviewed with wage per call/meeting increases, officer and captain pay increases and all capital outlay decreased to \$0.00 except for vehicle at \$100,000. Giving the 225 Fire fund a deficit budget for 2021 with the total deficit amounts coming from reserves. **Motion** by Dahlen, with the second by Houle. All in favor, none opposed. Motion carried.
- c. City Attorney, Damien Toven, presented his contract for renewal covering 2021-2023 for the Civil Services contract and Criminal Contracts. Criminal pricing remained at \$1000.00 per

month retainer with the Civil pricing to remain at \$500.00 per month for 2021, and an increase of the per month fee, at \$125.00 per month per year over the next two years. \$625 per month for 2022 and \$750 per month for 2023. Dahlen made the Motion to accept the contract renewal, with Houle making the second. All in favor, none opposed. Motion carried.

Public Hearings:

The Public hearing portion of the meeting was opened at 6:21PM by **Motion** made by Dahlen and second by Houle. All in favor, none opposed. Motion carried.

- a. The floor was opened to all in attendance for the Truth in Taxation public hearing. The final 2021 budget report summary was read and all changes approved by department managers and council. More than 12% in 2021 department expenses were cut from the preliminary budget proposal of \$731,775 plus \$31,323.60 fire department. **Resolution 2020-12A** Approving the Final Tax Levy at an increase of \$60,901.00 and no fire hall levy; motion by Dahlen, with second by Houle. Four in favor, with Schultz opposed. Motion carried.
- b. Final budget **Resolution 2020-12B** Adopting the final budget at \$8,617,164, with a deficit of \$185,116. Motion by Dahlen, second by Houle. All in favor, none opposed. Motion carried.
- c. **Ordinance 189 Annexation** by petition by Jensens - first reading. Council offer to Isle Harbor Township in presence of Township Clerk; Pamela McGuire; for lump sum payment of \$1244.00 totaling eight years of current tax payments. Residents present, had no comments for or against the annexation. Tramm's just wanted to confirm that they would not be forced to annex or hook up to water and sewer infrastructure due to the approval of the Jensen Annexation. **Motion** by Dahlen with second by Houle to approve the annexation payment and report to the state boundary adjustment board. All in favor, none opposed. Motion carried.

The public hearing portion of the meeting was closed at 6:43PM by **Motion** from Dahlen and second by Houle. All in favor, none opposed. Motion carried.

Department Reports:

Public Works – Supervisor Minenko provided his department activities report for November. Work order report reviewed and \$47,428.58 total receipts for November water and sewer bills received. Winter banners are up and ponds were transferred and gear winterized and stored for winter.

Police Department- Chief Reichel provided his summary November report of 241 calls for service. See packet.

Liquor Store Operations- Report provided by Manager Graber. November revenues were down \$9,915.75 from 2019 with \$54,438.59 in total sales revenue; November expenses were down by \$11,829.90 with \$63,396.25 in total expenses. Total loss for November was \$8,957.66 with a year-to-date net effect of profit at \$7080.64. COVID regulations continue to keep on sale business closed. Pandemic protocols remain in place with staff and customers. The cash jackpot and mini jackpot was awarded after drawing the winning tickets. Mini-jackpot of \$250.00 won by Joan Lawniczak and the \$1199 jackpot was claimed by Lisa Schwiech. A new game will be

decided when the on-sale re-opens. Graber will be visiting with other muni managers to see if there are any tips for improving our sales.

Fire Department- Chief Miller requested an approval for the annual “Fly your Flags” motorcycle ride for July 3rd, 2021. Isle Fire Relief hosting a raffle drawing for a 2021 BRP Defender side by side worth \$16,500, three guns/rifles from Boones Fine Guns and a cash prize of \$500. They will order 1600 tickets with each ticket being \$20.00 Motion by Dahlen; second by Houle. All in favor, none opposed. Motion carried. Isle Fire Relief 2021 Gambling license was approved by motion by Houle and second by Dahlen. All in favor, none opposed. Motion carried. A letter of retirement from Keith Schultz was accepted. Chief Miller requested an increase of \$250 for the retirement pension to be increased to \$1650 per service year, although it was not on the agenda, it was tabled, to be discussed at the next meeting.

Planning Commission – Commissioner Houle reported that the commission appointed Shannon Brown to fill the vacant seat.

Airport Committee – Dahlen reported on the airport committee minutes, stating that the tree removal is making progress. A transfer of ownership on the Fradette hangar will bring updates to that hangar and an additional hangar will be built next year. Dahlen stated that the Airport Commission would like to request more members to take an active role in the commission from the city.

City Engineer –Tim Ramerth presented his November report, starting with the ALTA Survey of the Industrial Park. He presented the completed certificate of survey and the proposed design layout for eleven (11) industrial lots for construction. Motion by Dahlen to accept the ALTA Survey with Houle making the second. All in favor, none opposed. Motion carried. With that approval, Ramerth introduced Gail Levenson, who represents the city before the Federal EDA and the MNDEED programs for deed and grant writing. Levenson reviewed all of the current opportunities available to the city for the industrial park including the Cares Grant option. She explained that DEED grants are for “dig ready” projects to promote jobs and increase the property tax values of the property. Gail displayed two options for the council to review for the type of grants to apply for, which included either breaking the Industrial Park into phases or applying for the full park project up front. Council made no commitments at this meeting and recommended discussing further with the EDA/Business Development Commission. State Park sewer connection is still pending MN DNR State Park Board decision and funding.

Unfinished Business:

- a. **Resolution 2020-12C** Allocating November and December CoronaVirus Aid relief and economic security act funds to local government activities. CARES eligible relief for Public Health Expenses totaling \$15,712.11, including allocated small business grant payment of \$5,000 and telecommute/separation equipment for Police Department totaling \$7050.00; approved by **motion** from Dahlen and seconded by Houle. All in favor, none opposed. Motion carried.
- b. An updated Respectful Workplace policy amendment to the sexual harassment prevention policy adopted by **motion** from Dahlen and second by Keding. All in favor, none opposed. Motion carried.

New Business:

- a. **Resolution 2020-12D** accepting donations totaling \$1520.00. Council accepted \$20.00 from the Isle Municipal for the Fire Department from a Fire Ball Whiskey Promotion, \$1000 Pass thru donation to Friends of the Library from the Isle Lions, and \$500 donation to the Police Department from McQuoids Inn. **Motion** by Houle, second by Keding. All in favor, none opposed. Motion carried.
- b. **Cigarette License** renewals for 2021 approved by **Motion** by Dahlen, second by Houle. All in favor, none opposed. Motion carried.

Motion to close the open meeting to have legal discussion with City Attorney over parcel easement agreements; by Dahlen at 7:22PM, second by Houle. Attorney confidential discussion.

Motion to open the closed session of the meeting by Dahlen at 7:45PM, with second by Houle. All in favor, none opposed. Motion carried.

Motion by Dahlen to set a public hearing for parcel condemnation process for January 12th, 2021 at 6:00PM, with the option of a continuation hearing at the regular February meeting. Second by Keding, all in favor, none opposed. Motion carried.

Clerk’s Report:

- a. Hubbell gave a brief word of thanks to our outgoing council members and a thank you to all of the councilors for their support and assistance during this very difficult year with all of the COVID protocols.

Financials:

- a. November General bank balance: \$783,434.49 Liquor Fund bank balance: \$42,262.91
- b. (see bank balance statement sheet for Savings and Investments)

Adjourn Regular Meeting to sign claims at 7:50PM: **Motion** to adjourn Houle, seconded by Dahlen. Next regular meeting, January 12th, 2021. All in favor, none opposed. Motion carried.

Dated on this 8th, day of December, 2020
 APPROVED on this 12th day of January, 2021

 Ernie Frie - Mayor

ATTEST:

 Jamie Hubbell, MCMC Clerk-Treasurer

CERTIFIED BY VOTE:

Motion _____

Second _____

AYE		NAY
<input type="checkbox"/>	NAOMI CREECH	<input type="checkbox"/>
<input type="checkbox"/>	ERNIE FRIE	<input type="checkbox"/>
<input type="checkbox"/>	GINGER HOULE	<input type="checkbox"/>
<input type="checkbox"/>	DAVID KEDING	<input type="checkbox"/>
<input type="checkbox"/>	MONICA KEDING	<input type="checkbox"/>