

CITY OF ISLE COUNCIL MEETING

Regular Meeting Minutes November 9th, 2021

At 5:08 PM Mayor Frie called the 2022 Budget work session to order. Houle made the **motion** to approve the work session agenda D Keding with the second. All in favor, none opposed. Liquor Department proposed revenue and expenses provided by Graber were reviewed and discussed; due to his absence another special meeting was requested. At 5:56 PM Houle made the **motion** to adjourn the work session, with D Keding making a second. All in favor, none opposed. Motion carried.

At 6:00 pm the regular meeting was called to order with the Pledge of Allegiance followed by roll call. **Council members present:** Mayor Ernie Frie, Ginger Houle, David Keding, Monica Keding and Naomi Creech.

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

COVID Social distancing protocols followed.

A **Motion** to approve the November Agenda by Houle; second by D Keding. All in favor, none opposed. Motion carried. **Motion** to approve the October Regular meeting minutes by Creech and seconded by Houle. All in favor, none opposed. Motion carried. **Motion** to approve the October final claims totaling \$295,774.88 by Creech with second by D Keding. All in favor, none opposed. Motion carried. **Motion** by D Keding to approve November claims to date totaling \$2,338,075.88 with Houle making the second. All in favor, none opposed. Motion carried.

Open Forum: None

Presentations, Announcements, Complaints and Requests:

- a. Water and Sewer Project Interim financing application approved by Minnesota Rural Water Finance Authority; **Resolution 2021-11F** Approving Advanced Agreement for GO BOND 2021B for \$2,230,000 passed with a **motion** from Houle, second by D Keding. All in favor, none opposed. Motion carried. Closing set for November 17th, 2021.

Public Hearings: Opened Public Hearing by **motion** at 6:04 PM by Houle, second by M Keding. All in favor, none opposed. Motion carried.

- a. 2021 delinquent utilities and public service invoices set for tax assessment were presented to council for final review. Citizen Katie Raverty was present and requested that council send monthly notices of past due status in the future to make it more clear that when a service invoice is issued, and not paid in full, that there is a set due date that must be met. The Mille Lacs Band legal counsel sent a request in writing to remove the charges applied to PID#20-166-0070 due to the resident listed, had no authority to live there. Clerk Hubbell stated that regular collect services will be enlisted instead. No further residents were present to dispute their delinquent charges due.
- b. Second Reading of Ordinance 191/192 amending the zoning Ordinance 151 regarding “home business” to include short term residential rentals. (AirBnB, VRBO, Bed and Breakfast business). Discussions to add the Special Use permitting policy to all residential owners that host short term rentals in their private residential properties. Special Use permit fee of \$250.00. No amendments to the first reading draft.

Public Hearing was not closed by vote, but a **motion** was made from Houle, second by D Keding for **Resolutions 2021-11A & 11B** to assess all remaining delinquent charges listed. All in favor, none opposed. Motion carried. **Motions** by Houle to approve final amendments as stated in the first reading to Ordinance 191 and 192; with D Keding making the seconds. All in favor, none opposed. Motion carried. Creech stated that a yard sign or window sticker should be created to post at permitted properties. Council agreed.

Department Reports:

Public Works – Supervisor Minenko presented his department activities report for October. Bored a new line into 720 and 730 Main St. approx. 250 feet from main to personal lines. Both residents billed for their portions. Lift station on Meadow Ln repaired by pump company. Pulled the dock and closed the bathrooms at the park for the season. Creech requested information on the process of snow removal on Main Street and Municipal parking lot. Eighteen (18) work orders processed. \$51,932.94 in water and sewer receivables for October.

Police Department- Chief Reichel presented his October summary report of 334 calls for service. Office Skluzacek was awarded the East Central Energy Round Up grant in the amount of \$3500 to go towards two more body cameras from Baycom. Council approved verbally, no vote.

Liquor Store Operations- October report provided by Manager Graber, reviewed by Hubbell. October revenues were down from 2020, with \$63,250.21 total sales; \$8278.20 difference from 2020; expenses were down by \$2159.66 with \$81,267.07 in total expenses. Total profit loss for October was \$18,016.86 with a year to date net effect profit at \$27,285.04. Inventory shortages continue to increase from all vendors. Monthly scheduled transfer of \$1000 by 11/30/21 if there is at least \$10,000 in the bank account; approved by **motion** from Houle and second by M Keding. All in favor, none opposed. Motion carried. Motion to close early on 11/25/2021 at noon voted and passed, (although discovered after the meeting that the Muni must be closed by law.)

Fire Department- Chief Miller was not present, but the request for donation to the City of Wahkon was reviewed to request funds towards the air pack needs.

Planning Commission – No meeting to report

Airport Committee – President Dahlen of the Flying Association was present to discuss their October meeting. Dahlen stated that the Minnesota Department of Aeronautics required them to move their runway cones back 90’ ninety feet to the south due to the insufficient glide path. This created the need to request further flight path obstruction discussions with property owners to the south. Council does not want the flying association to initiate contact on behalf of the city. D Keding made the motion to have City Hall send a letter requesting that the property owner consider removing the obstruction, but that it was 100% their choice. Houle seconded the motion. No vote. Dahlen then stated that their private airport license is due to expire February 2022 and is holding off renewal until the MDOA confirms the prospect of going public status. Dahlen let Minenko know that if necessary, they can use the airport property for snow storage for the winter since they will be closed. No more airport commission meetings until April.

City Engineer –Tim Ramerth was present and discussed his October activities report. The meter bid contracts were executed with Winwater. The well, well house and historic tower bids were reviewed and authorized for award by Rural Development. Lowest eligible bidder was awarded November 9th, 2021 – Regular Council Meeting

to Municipal Builders, Inc at \$1,035,319.00 by **Resolution 2021-11C**. Approved by **motion** by Houle with second by D Keding. All in favor, none opposed. Motion carried. Ramerth reviewed the history of the project and explained in detail the multiple delays for getting to the point of the Main Infrastructure bidding process. With that, the council approved by motion to post the advertisement for bid for the Water and Sewer Infrastructure portion of the project with bid opening on December 9th, 2021 at 10:00am. Motion by Houle with second by D Keding. All in favor, motion carried. Tim also requested approval of an additional \$17,000 (capped total) for labor compliance reporting. Widseth will complete on behalf of the city for the full project, not to exceed \$17,000. Motion by Houle with second by D Keding to approve. All in favor, none opposed. Motion carried. Ramerth stated that they should have the survey for the state park completed in the next two weeks and plans to schedule a pre project meeting with Steve Hennessy. Gail Levenson and Clerk Hubbell completed the EDA FEMA grant application for the industrial park and it has been submitted.

Unfinished Business:

- a. The Fund Balance Policy was reviewed per the recommendation of Molly Thompson; City Auditor. Mayor Frie made the **motion** to reduce the “unrestricted” funds balance to 10% of the following year’s budgeted expenditures. M Keding made the second; adding that she would like to see this reviewed again in 2022 to increase for the 2023 budget. All in favor, none opposed. Motion carried.

New Business:

- a. **Resolution 2021-11D** Designating City Hall the official polling place for the 2022 primary and general elections for the city was approved by **Motion** by Houle with second by D Keding. All in favor, none opposed. Motion carried.
- b. Accepting Donations in the amount of \$3500 by **Resolution 2021-11E** from East Central Energy for new Body Camera equipment for the Police Department; approved by **Motion** by Houle, second by D Keding. All in favor, none opposed. Motion carried.
- c. **Resolution 2021-11G** Renewing the Joint Powers Agreement with the Bureau of Criminal Apprehension and Court data services subscription agreement; approved by motion by Houle with second by D Keding. All in favor, none opposed. Motion carried.

Clerk’s Report:

- a. Reminder that the 2021 Truth in Taxation public hearing is set for December 14th at 6:00PM for final review of the 2022 Fiscal Budget.
- b. Tyler Technology INCODE10 software revised quote; increased \$10,712 for annual service fees; reviewed and approved by motion from Houle and second by D Keding
- c. Mayor Frie will call a special meeting to review the Liquor budget due to Graber’s absence. Full revised budget will be discussed. Date to be determined.

Financials:

- a. October General bank statement balance: \$3,190,168.70 Liquor Fund bank statement balance: \$56,473.36
- b. Provided all account balances and Fund Balances with council in detail. (see bank balance statement sheet for Savings and Investments)

Adjourn Regular Meeting to sign claims at 7:31 PM **Motion** to adjourn D Keding, seconded by Houle. Next regular meeting, December 14th, 2021. All in favor, none opposed. Motion carried.

Dated on this 9th, day of November, 2021
APPROVED on this 14th, day of December, 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"/>