

CITY OF ISLE COUNCIL MEETING

Regular Meeting Minutes December 14, 2021

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 December Agenda by Houle; second by D Keding. All in favor, none opposed. Motion carried. **Motion** to approve the November Regular meeting minutes by D Keding and seconded by M Keding. All in favor, none opposed. Motion carried. **Motion** to approve the November Special meeting minutes by Houle and seconded by D Keding. Claim confirmations from Creech on Glen's Tires, Hardware Hank and Lybacks. Claim confirmations from Mayor Frie on Visa charges, Watsons and TDS Media. Claim confirmation from Houle on Teals charges followed with a **Motion** to approve the November final claims totaling \$2,396,033.52 by Creech with second by M Keding. All in favor, none opposed. Motion carried. **Motion** by Houle to approve December claims to date totaling \$136,831.84 with D Keding making the second. All in favor, none opposed. Motion carried.

Open Forum: Granite.net not Present

Presentations, Announcements, Complaints and Requests:

- a. Isle Lions Club gambling permit renewal for 2022 presented for set up at Beckham's approved by **motion** from Houle, second by D Keding. All in favor, none opposed. Motion carried.
- b. Final Full 2022 Budget and Financial Reports presented with \$8,356,256 expected revenues and \$8,630,952 expected expenses. Leaving a deficit of \$274,696 with a total tax levy increase of \$66,991.00 (10%) over last year's levy.

Public Hearings: Opened Public Hearing by **motion** at 6:18 PM by Houle, second by D Keding. All in favor, none opposed. Motion carried.

- a. Truth in Taxation public hearing opened to public comment and went as follows:
 1. Bob Statz – Isle Messenger Reporter – Reconfirmed the exact totals of expected revenue and expenses. Confirmed that the budget is a “deficit budget”. Asked about the Fire Hall levy coming out of the reserve balance since it would not be levied to the Isle tax payers.
 2. David Keding – 960 Malone Park Rd/Councilmember – explained the purpose of the COLA 5% increase to the public. The staff have not received a cost of living increase since 2012. 2019 a 2% increase was approved, but then was ultimately cut to meet expense demands, and that Social Security went up 5.9% this month. That still puts these employees .9% behind for this year alone. The council approved this increase because it was well over due.
 3. Bob Peterson – 250 2nd Ave – Asked “what the COLA increase had to do with the current # of staff transferring out to other cities”.

With no further open public comments, the Truth in Taxation Public hearing was closed by **motion** from Houle at 6:22PM with D Keding making the second. All in favor, none opposed. Motion carried.

- b. 2022 Final budget approval by council with **Resolution 2021-12A motion** by D Keding and second by Creech. All in favor, none opposed. Motion carried.
- c. 2022 Final Tax Levy **Resolution 2021-12B** approved by **motion** from Houle with \$736,908 total tax levy with no Fire Hall special levy. Creech reconfirmed that the 2022 fire hall payment will come out of the fire fund reserve, then M Keding seconded.

Department Reports:

Mayor Frie asked the managers how they keep inventory on equipment and tools in each department. Both Reichel and Minenko confirmed that all capital (large) equipment is inventoried, but that small regular operating supplies are not, nor did they feel it was necessary, but would consider small item inventory records if council desired to do so.

Public Works – Supervisor Minenko presented his department activities report for November. Three major repairs on lift stations again this month. Removed a large tree on Grand Ave that was starting to become an issue. Completed maintenance on the backhoe in house. First snow fall went well for clean up, had to complete a couple of repairs on the plow trucks after. Island Manhole maintenance was not able to be completed before winter due to contractor's schedule. Jason will contact them first thing again in the Spring. Nine (9) work orders processed and multiple winter shut offs. \$43,075.11 in water and sewer receivables for November.

Police Department- Chief Reichel presented his November summary report of 299 calls for service. Office Kleinsasser submitted his letter of resignation to transfer his post to City of Onamia Police Department and Officer Skluzacek submitted his letter of resignation to transfer his post to the City of Foley Police Department. Council approved verbally, no vote. **Resolution 2021-12C** presented for approval to hire two part time officers; Gary Paul Smith and Timothy LaForce at \$19.00 per hour. Officer LaForce will start as Part time through his field training and be eligible for promotion to full time under the supervision and approval of the Chief and Liaisons. Motion to approve by Houle and seconded by D Keding. All in favor, none opposed. Motion carried. Request by Chief to pay for repairs; to his Charger due to damages occurred during the snow storm; from the 809 forfeiture fund. Motion to approve the \$1069.45 charges by Houle and seconded by D Keding. All in favor, none opposed. Motion carried.

Liquor Store Operations- November report presented by Hubbell. November revenues were down from 2020, with \$50,663.52 total sales; \$3776.82 difference from 2020; expenses were down by \$11,277 with \$52119.25 in total expenses. Total profit loss for November was \$1,455.73 with a year to date net effect profit at \$25,829. Inventory shortages continue to be an issue from all vendors. Manager Graber submitted his resignation effective 12/20, but upped his exit date to 12/16. **Motion** by Houle to accept resignation and declare the vacancy, with second from D Keding. All in favor. Mayor and liaison posted the position and conducted multiple interviews. They recommended the full time hiring with **Resolution 2021-12D**; Nicole Johann at \$20.00 starting wage. Motion to approve by M Keding with second by D Keding. Monthly scheduled transfer of \$1000 by 12/31/21; approved by **motion** from M Keding and second by Creech. All in favor, none opposed. Motion carried.

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Fire Department- Chief Miller was not present, but provided a report for the council. Repairs (and parts) were completed on the tender #2 by Miller at no charge to the department. Continued issues with Pumper #1; it died completely on a call and had to be towed to the hall and then to the cities for repair. Interstate completed repairs and Collins tow for a total of \$3400 combined. Mayor and both Chiefs met with the Mille Lacs Health System to discuss the current lease agreement. Permission was granted to allow them to use the fire hall internet at no additional charge verses installing their own lines. A new air pack grant application is being submitted this week through a new grant writer. Asking for \$95K again through FEMA AFG grant opportunities. Completed a walk thru with Lakeland for proactive response training. January they will begin EMR trainings. Saturday the 18th Santa will be riding into town to greet kids on Main St. at 9AM – 10AM.

Planning Commission – Commissioner Houle reported No Quorum for their meeting therefore two agenda items came to council for review. Tracy Johnson 1310 Circle Dr, torn out an old three step deck and replaced it without a permit prior to construction. Council determined that the change in foot print was so minor and issued only the application fee times four as a fine. Motion by M Keding for total fee and fines of \$265, Creech with the second. All in favor. None opposed, motion carried. Michael Weidenhamer 1860 White Cloud Dr., erected an accessory structure car port after being told the structure was non-compliant. Council determined that since it is “temporary” without footings or concrete, he can leave it until May 15th, 2022, but not without a fee and fine. Motion by M Keding to issue the application fee, plus permit fee, times four penalty totaling \$840. Second by D Keding with the condition that Weidenhamer removes the structure in May 2022 or brings his property into compliance.

Airport Committee – No meeting

City Engineer –Tim Ramerth was present and discussed his November activities report. With some addendums for the Water and Sewer Main project the bid opening date was pushed back to December 17th at 10AM. The first pre-construction meetings were held with both Municipal Builders and Winwater. Project schedules were started for both phases. Council agreed to issue letters of “non-compliance” to any property owners who do not schedule their new radio meter installs by the contractor set date. A \$75.00 fine per each month of non-compliance plus the install fee of \$200 will be issued to each property owner who does not comply with the install schedule. The new well drilling is set to begin in January and temporary adjustments need to be made to well #3 during construction. Change order authorized for the Well house #1 project phase to leave the piping that is encompassed by the tree roots and leave the Oak tree intact at this time. Hubbell will notify the neighboring properties for interest in the lot. Ramerth stated that he will work with USDA RD on the project financing short falls to get that process started. A pre-project meeting occurred with the State park to schedule out the surveys and the cultural reviews. Gail Levenson and Clerk Hubbell completed the EDA FEMA grant application for the industrial park and the follow up has been completed and resubmitted. Waiting on award notices.

Unfinished Business:

- a. WSN was the authorize grant submitter for the 2020 and 2021 Fire FEMA grant applications. Both years the applications were submitted in error as “Career” fire department status, thus making our applications non-competitive due to size and call volumes. Fire Liaison D Keding and Chief Miller requested a refund from WSN for the full \$2400 paid for both applications. Motion by D Keding with second by Houle for

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refund request. All in favor, none opposed. Motion carried. Ramerth offered to have the corrected application resubmitted at no charge, but a new grant writer has already submitted on behalf of the city. The refund is requested to off set the cost of the new writer.

- b. American Rescue Plan Act had a redistribution of unclaimed relief funds. **Resolution 2021-12E** accepting \$1382.62 in additional relief funds to be deposited into the 203 CARES ACT fund was approved by **motion** by Houle and seconded by D Keding. All in favor, none opposed. Motion carried.
- c. Employee requests for vacation hours roll over presented – Hubbell requested 72.31 hrs and Thurber requested 57.23 hrs to be used for specific approved time off in early 2022. Motion by Frie with second by D Keding on both requested. All in favor, none opposed. Motion carried.

New Business:

- a. Continued Liquor Manager Services Contract thru March 31st, 2022 and not to exceed \$600 for Donald Graber presented and approved by **Motion** by D Keding with second by Creech. All in favor, none opposed. Motion carried.
- b. Accepting Donations in the amount of \$6150.00 by **Resolution 2021-12F** \$4200 from East Central Energy the Fire Department, \$1000 J&P Keding for Police and General Capital equipment. \$750 from Mille Lacs Drift Skippers for pass thrus and \$200 from K Roeschlein for Fire; approved by **Motion** by Frie, second by Creech. All in favor, none opposed. Motion carried.

Clerk's Report:

- a. Cemetery CD will mature on 12/31/21. Recommend transferring the \$5572.39 interest earned into the General Checking account to off set Cemetery maintenance expenses and reinvest the remaining \$100,000 (required by Ordinance) into a new three year certificate of deposit with First National Bank. Motion to approve by Houle with second by D Keding. All in favor, none opposed. Motion carried.

Financials:

- a. November General bank statement balance: \$893,811.92 Liquor Fund bank statement balance: \$57,910.24
- 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 7:51 PM **Motion** to adjourn D Keding, seconded by Creech. Next regular meeting, January 11th, 2021. All in favor, none opposed. Motion carried.

Dated on this 14th, day of December, 2021
APPROVED on this 11th, day of January, 2022

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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"/>