

## CITY OF ISLE COUNCIL MEETING

Pre-meeting Budget Work Session – October 10th, 2023

Called to order by Mayor Frie at 4:30 P.M. All members present. (Dahlen arrived at 4:50PM)

A **Motion** to approve the agenda by Houle, with the second by Frie. All in favor, none opposed.

Motion carried

Presentation for the 2024 General Fund budget including; Admin, Public Works, Police and Fire departments. **Motion** by Houle to adjourn to the regular meeting at 6:03 P.M., seconded by D Keding. All in favor, none opposed. Motion carried.

### Regular Council Meeting

At approximately 6:10 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, Donald Dahlen, David Keding, and Monica Keding.

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

A **Motion** to approve the October Amended Agenda by Houle; second by M Keding. All in favor, none opposed. Motion carried. **Motion** by Dahlen with the second by D Keding, to approve the September regular meeting minutes. All in favor, none opposed. Motion carried. **Motion** to approve the September final claims totaling \$658,376.81 by Frie with the second by Houle. All in favor, none opposed. Motion carried. October claims to date followed with a **motion** by Dahlen to approve \$4,410,152.75 in claims, with the second by D Keding. All in favor, none opposed. Motion carried.

**Open Forum:** None

### **Presentations, Announcements, Complaints and Requests:**

- a. **Resolution 2023-10A** ordering the clerk to prepare the property assessments list for delinquent city service fees; approved by motion from Frie with the second from Houle. \$18967.52 in billings and fees. All in favor, none opposed. Motion carried.

**Public Hearings:** None

### **Department Reports:**

**Public Works** – Supervisor Minenko provided his department activities report for September. Habeck was called to do some repair work on two city curb stops located at 360 Lake Street West due to a private contractor shearing them off and crushing. Invoice for \$1722 due for repairs. Motion by Houle to invoice the property owners for the damages, second by M Keding. All in favor, none opposed. Motion carried. Gradually converting all fluorescent lights to LED in city hall. Twenty-six work orders completed. \$45,270.90 in total receipts for September water and sewer payments received. PW Expense budget at 113.9% YTD. Water Department 78.4% YTD and Sewer Department at 78.15% YTD.

**Police Department-** Chief Reichel presented his September report with 259 calls for service. See packet full summary report. **Motion** to approve the camera software estimate of \$5900 by Frie and second by D Keding to be paid from the 809 funds. Police Department expense budget 72.5% YTD. 809 Impound budget was at 1.9% YTD.

**Liquor Store Operations-** September sales report provided by Manager Johann. September revenues were down \$2621.08 from 2022 with \$103506.21 in total sales revenue; Onsale was \$11800.87 of that total; expenses were down by \$11712.38 with \$96498.70 in total expenses for

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the month. Total profit for September was \$7007.51 with a year-to-date net effect of profit of \$63484.05. **Motion** by M Keding to approve the purchase of a new POS system for the bar; Skytab, Frie with the second. Three in favor, Houle and Dahlen opposed. Motion carried. Resolution 2023-10B to hire a new part time store clerk, Jayden Biros approved by Motion from Houle and second by Frie. All in favor, none opposed. Motion carried. **Motion** by M Keding with the second by Frie to make monthly budget transfer of \$1250.00. All in favor, none opposed. Expense budget year to date is at 73.2%

**Fire Department-** Chief Miller presented the September events report. 89 calls for service to date for the year. The heavy rescue brakes went out on the way back from a call. Repairs completed in house at the fire hall. Chief Miller requested a relief pension increase voted on by the relief board of \$350, bringing the pension total to \$2000 per service year. Frie made the motion to approve \$1700 pension with no second. Frie amended his motion to \$1800 per service year with D Keding making the second. All in favor, none opposed. Motion carried. Fire expense budget at 133.6% YTD.

**Planning Commission** – Commissioner Houle reported the October meeting notes. The appointment and oath of Trevor Courtney completed. Land use permits reviewed and approved. Approval of the Zoning Compliance requests for Teals market and Family Dollar. Continued blight properties progress plans discussed. Library plans reviewed with a private contractor for suggestions.

**Airport Committee** – Tony Brumm presented the September airport report. Discussed a wedding event proposal requested by Kirsten Hahn for August 24, 2024. Motion by Frie to allow the event permit with catering, alcohol and closing the runway for the event. Houle seconded the motion. No camping will be allowed except the underwing tent camping. Event permit to include a copy of the caterer’s MN department of health food license and a Temporary one day liquor license will have to be issued.

**City Engineer** – Ramerth provided updates on the September project statuses. Final punch list items completed by MBI on the well house. TNT continues wrapping up final project items on their punch list. Change order 8 to cut down and remove trees that died on the project route on Hwy 47S. (Haggberg/Ebert). An agreement to take the additional costs out of the total for water usage fees owed to the city approved by **motion** by Houle and second by D Keding. All in favor motion carried. An extended contract for the MN DNR for the state park sewer project reviewed and approved by motion from Frie and second by Houle. All in favor, none opposed. The Industrial Park project plan is completed and ready for bid advertisement. Motion by Frie, second by Houle to move forward with bidding. All in favor, none opposed. Motion carried.

**Unfinished Business:**

- a. Resolution 2023-10C final purchase agreement for the original Well One parcel at 760 Scenic Ave S. Sold to Harley Sawatzky for \$5000.00 approved by motion by Houle with the second by Frie. All in favor, none opposed. Motion carried.
- b. Draft sample of a new Cannabis Retail licensing Ordinance and Permit approved for first reading and public hearing for November 14<sup>th</sup>, 2023.
- c. City Drug and Alcohol policy updates discussed for review.

**New Business:**

- a. City Attorney Retainer contract reviewed and approved by motion by Houle and second by Frie. All in favor, none opposed. Motion carried.

- b. Donations approved by **Resolution 2023-10D** in the amount of \$5500. \$500.00 from the Mille Lacs Drift Skipper to the Fire and Police Department. \$5000 from MSA for the Police department. **Motion** by Frie with the second by Houle. All in favor, none opposed. Motion carried.

**Clerk’s Report:** None

**Financials:**

- a. September 30th General bank statement balance: \$5,517,576.89 Liquor Fund bank statement balance: \$135,835.93 (see bank balance statement sheet for Savings, Investments and Fund balances) unreconciled.

**Adjourn Regular Meeting** to sign claims at 7:32 PM **Motion** to adjourn Houle, seconded by Frie. All in favor, none opposed. Motion carried. Next regular meeting, November 14th, 2023.

Dated on this 10<sup>th</sup>, day of October, 2023

APPROVED on this 14<sup>th</sup>, day of November, 2023

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Ernie Frie - Mayor

ATTEST:

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Jamie Hubbell, MCMC Clerk-Treasurer

CERTIFIED BY VOTE:

**Motion** \_\_\_\_\_

**Second** \_\_\_\_\_

AYE		NAY
<input type="checkbox"/>	DONALD DAHLEN	<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"/>