

PRESENT: Council Members: Tim Goenner, Karen White, Kristin Brandt, Chad Nelson
Absent: Stefany Janish

City Staff: Interim's Sandra Borders, Fire Chief Ron Koren, Assistant Chief Matt Lunser,
Engineer Keith Yapp

AGENDA APPROVAL

MOTION: Motion made by Brandt, seconded by Nelson to approve the agenda as written
Motion approved by majority vote of all members present.

CONSENT AGENDA ITEMS APPROVAL

- Meeting Minutes – June 3, 2024
- Work Session Meeting Notes of June 7, 2024
- Meeting Minutes of July 1, 2024
- Work Session Meeting Notes of July 15, 2024
- Special Meeting Minutes of July 24, 2024
- Accounts payable, receivables and EFTs for July 2024
- Resolution 2024-15 – Acceptance of Donation from Travelers Country Club, \$1500, Clear Lake Lions for the Fire Department and LDG Drywall, Inc for \$500.00 for Fire Department

MOTION: Motion made by Brandt, seconded by Nelson to approve the August 5, 2024, Council meeting consent agenda items:
Motion was approved by majority vote of all members present.

Sherriff's Monthly Report

Sherburne County Sheriff's Department Patrol Sergeant Grams provided the council members with information on calls for the month of July. Most of the calls were traffic, security, and extra patrol in nature. There were 49 calls for service in the month. Mayor Goenner requested extra patrols on the highways because of the traffic.

No Parking on Church Street from 1st Ave West to 3rd Street

Several members of the community were present for the discussion. Letters had been sent out to the residents along the street. The mayor explained that the Fire Department had concerns regarding the parking on both sides of the street and the inability of the fire trucks to drive on the street if there were cars on both sides of the road. Councilmember White mentioned that the road isn't wide enough for parking on both sides. Councilmember Nelson commented on the narrow street not being wide enough for the vehicles if the parking was on both sides. The residents present ask about the mailboxes and parking off the blacktop portion of the street. There was discussion regarding moving of the two mailboxes at the end of the street where the street is wider.

There was discussion regarding having all the mailboxes on one side of the street. The mayor will speak with the homeowners whose mailboxes are on the opposite side of the street from the rest of the boxes.

Consensus of the council was to TABLE the item and continue it to the next council meeting in September.

FIRE DEPARTMENT DISCUSSION:

Quarterly Payroll instead of Bi-Annual – The Fire Department has requested that the payroll for the firefighters be done quarterly instead of the current timeframe. The reports would be easier to generate and track. There was discussion and no objections from the council or the staff.

MOTION: Motion made by White, seconded by Brandt to approve payroll to be done quarterly. Motion was approved by majority vote of members present. Abstention: Councilmember Nelson

Direct Deposit Payroll: The department has requested that the payroll checks be a direct deposit. Staff mentioned that the bank had direct deposit available.

MOTION: Motion made by White, seconded by Brandt to approve direct deposit for the payroll checks.

Motion was approved by majority vote of members present. Abstention: Councilmember Nelson

Fire Department Phone Bills: The chief said that he hadn't in the past been billed for the phone and wondered why they were now being billed. It was explained that the bills for the phone were being sent to him for approval and that the department would now be billed as there is funding in the budget, no council action was required.

Fire Department Credit Cards: The Chief has requested credit cards for himself and for the two assistant fire chiefs. The city has a credit card for both the chief and one assistant. Staff will look at getting a card for the other assistant chief.

MOTION: Motion made by White, seconded by Brandt to approve credit cards for the chief and assistant chiefs.

Motion was approved by majority vote of members present. Abstention: Councilmember Nelson

Fire Department Relief Association to join PERA (Public Employees Retirement Association)

Assistant Chief Lunser explained that the Relief Association wishes to join PERA to manage the retirement funds. Currently the Relief Association manages their own money. He explained that by joining the plan the Relief Association would no longer be required to have a outside audit of the special fund. PERA would be investing the funds. PERA would pay the retirement benefits and file the paperwork associated with the funds. The department has voted to join PERA.

MOTION: Motion made by White, seconded by Brant to approve the Relief Association joining PERA.

Motion was approved by majority vote of members present. Abstention: Councilmember Nelson

Increase in the Annual Fire Fighters Annual Payout to \$3,500 per firefighter.

Assistant Chief Lunser explained that currently the benefit level is at \$3,000 per firefighter per year of service. The fund can sustain a higher amount. The voting members of the department voted to join PERA with a benefit level of \$3,500. Since that time a new fund analysis has been carried out and it shows that it can sustain a benefit level of up to \$3,800.

MOTION: Motion made by White, seconded by Brandt to approve of the Fire Relief Association joining PERA.

Motion was approved by majority vote of members present. Abstention: Councilmember Nelson

Increase Annual Fire Fighter Annual Payout to \$3,800 per Fire Fighter

MOTION: Motion made by Brandt, seconded by White to approve of the annual Fire Relief Association contribution increase up to \$3,800 per firefighter.

Motion was approved by majority vote of members present. Abstention: Councilmember Nelson

Approval of Purchase of Items for Open House

Barb Rucks, from the Fire Department, has submitted receipts for items that needed to be purchased for the annual Fire Department Open House.

MOTION: Motion made by Brandt, seconded by White to approve payment to Barb Rusk for the Fire Department Open House items.

Motion was approved by majority vote of members present. Abstention: Councilmember Nelson

Matt Eggert – Heartland Security: Door Locks/Cameras for City Buildings. (Discussion)

Mr. Eggert presented the council with a proposal for cameras and keyless entry equipment. This item was for discussion and review. There was discussion regarding every building being tied together, setting the unlock and lock to unlock automatically, and about remote access and the ability to assist with opening. Councilmember Nelson mentioned that there wasn't a cost for the pavilion building.

Special Conditional Use Permit for Robert Boelz, 8890 Main Ave. for a Beauty Shop.

Mr. Boelz was present and stated his daughter would like to open a beauty shop in one of the unattached buildings on the property. This could not be considered a home occupation because it would be in one of the outbuildings and not in the home. Councilmember Brandt mentioned that chemicals might be going into the sewer system. Once an application is completed it will be sent to the City Attorney for his opinion. Staff was directed to send the information to the attorney.

PSN Utility Payment Program:

The City has this program, but at the current time it is not being utilized. The program would allow customers to pay the utility bill online. They would be able to look at their account also. The utility bill could be emailed to the customer, The system would be integrated with the accounting software. The city has been paying for the service for a while. Council requested staff inquire about a refund because of non-use.

Reports:

Sherburne County Community Health Coordinator has requested a work session with the council to provide education on the impacts of commercial tobacco usage and share solutions to reduce the harms of commercial tobacco usage. The council declined a work session and requested a power point presentation. The Health Coordinator will be contacted for the presentation and invited to attend a council meeting for a five-minute presentation.

A resident inquired about a pay increase for the public works employee because of the additional responsibilities being added to the job.

There was a question regarding the holding ponds and that there are trees growing in the pond. The engineer responded that there is a membrane lining the ponds.

Amend Developers Agreement for Arnolds Second Addition:

There was inquiry about a lot in the Arnold Addition. The lot currently has a garage on it and the garage encroaches the neighboring property. In the development agreement the garage cannot be used for storage until there is a primary structure on the lot.

Fire Advisory Report:

Councilmember Brandt reported that they had a discussion regarding the budget and the contracts with the townships. Palmer Township attorney will be reviewing the contract and the budget regarding the new fire hall. The group will be discussing the budget and how it is being used.

Adjournment

MOTION: Motion made by Brandt, seconded by Nelson to adjourn the Council Meeting. Motion was approved by majority vote of all members present.

Interim Sandra Borders