

City of Emily

AGENDA

Tuesday, June 11, 2024

6:00 p.m. CALL TO ORDER**PLEDGE OF ALLEGIANCE****ROLL CALL****PLEASE TURN OFF ALL CELLPHONES FOR THE DURATION OF THE MEETING.****APPROVE AGENDA** *(Council action – motion)***CONSENT AGENDA:** One motion to approve:

- FINANCIAL REPORT: May 2024 Checking Beginning Balance \$1,027,911.71, Ending Balance \$970,382.50
- RECEIPTS: General \$20,079.72, Sewer \$1,428.46, Total \$21,508.18
- CLAIMS FOR APPROVAL: \$57,536.24 for Pine River State Bank Checks #61422 to #61483 and automatic withdrawals #330795 to #330801
- INVESTMENTS (Market Value): \$396,717.40
- TOTAL CHECKING/INVESTMENTS: \$1,367,099.90

PUBLIC FORUM (Opportunity for public to address the Council during the Council Meeting.)**FIRE DEPARTMENT**

- Correction for Emily Firemen's Relief Association Application for 1 Day Temporary On-Sale Intoxicating Liquor License for Saturday, ~~June 15, 2024~~ June 22, 2024 in the Emily Baseball Field Park for a softball tournament, subject to Public Safety Commissioner approval. *(Council action – motion)*
- Recommendation of Fire Department to accept resignation/retirement of Kevin Combs from the Fire Department with no required repayment of fire training. *(Council action – motion)*
- DNR request to utilize the Emily Fire Hall site as a chronic wasting disease station September 14, 2024 through January 1, 2024. *(Council action – motion)*

FIRST RESPONSE UNIT

- Creative Threads invoice for First Responder uniforms, including 8 t-shirts, 6 long sleeve shirts, and 15 hats for a total of \$777 from 226 First Response Equipment Fund. *(Council action – motion)*
- First Response Unit recommendation to hire Tabatha Foster as a first responder pending preemployment screenings and background check. *(Council action – motion)*
- Confirmation of First Response Unit election results as follows: Chief Krista Kommer and Assistant Chief Connie Pollock. *(Pending Fire and Rescue Ordinance completion.) (Council action – motion)*

LAW ENFORCEMENT

- Update on development of northern outpost for Sheriff's Office, including scheduling of Northern Outpost Open House with Sheriff's Office personnel. *(Council action – motion)*

WASTEWATER

- MPCA Notice of Violation – Completion of Corrective Actions after City staff and current Wastewater Operator addressed late DMR submissions, missing pond observation forms, missing year to date flows data, and missing samples data where possible from prior Wastewater Operator records. No fines at this time. *(Information)*
- MPCA requirement for repair or replacement of 240' of lateral distribution lines to the rapid infiltration basins, replacement of sand to proper depth over rapid infiltration basins, replacement of sagging pond rip rap to the original operating depth, and installation of a vent in the influent control structure. *(Council action – motion)*

PLANNING & ZONING

ATTORNEY

- Resolution 24-25 Regarding Public Safety Aid Use to approve eligible purchases of firefighter turnout gear, Fire Department push/pull ram, and electronic speed signs. *(Council action – motion)*
- Resolution of conciliation court case for unpaid road vacation attorney fees with payment in full of \$2,108. *(Information)*

ROADS

- McCoy Construction & Forestry, Inc. invoice for purchase of 2023 John Deere 320P Backhoe Loader for \$132,200 (budgeted \$140,000), pending receipt of property taxes. *(Council action – motion)*
- MnDOT Vehicle Speed Feedback Signs: Buyer and Installation Guide. *(Information)*
- Purchase of two electronic speed signs using Public Safety Aid funds (up to \$10,000), pending approval of MnDOT Application for Miscellaneous Work on Trunk Highway Right of Way: *(Council action – motion)*
 - Quote(s):
 - TrafficLogix for two SafePace Evolution 11” digit solar powered signs for \$3,011 each, two universal brackets for \$222 each, and one year of free SafePace Cloud access for a total of \$6,466. (Sourcewell national purchasing contract).
 - Future options of annual subscription renewals of \$500 per year per sign or free Bluetooth download of data.
 - Mobo Trex, Inc. for two SpeedCheck Radar Speed Signs as follows:
 - SpeedCheck-12 with 12” digits, 30 watt solar panel, and 36 Ah battery capacity \$TBD
 - SpeedCheck-15 with 15” digits, 30 watt solar panel, and 36 Ah battery capacity \$TBD
- Submission of MnDOT Application for Miscellaneous Work on Trunk Highway Right of Way to request approval for installation of two electronic speed signs on State Hwy 6 as designated in above agenda item. *(Council action – motion)*
- Update on damage to Blue Lane East pavement by contractors. *(Information/Council action – motion)*

MAINTENANCE

CITY HALL

- Midwest Security and Fire Monitoring Agreement for monitoring of the City Hall security system for a term of 3 years for \$51.99 per month, billed annually for total of \$623.88 plus any taxes, fees, or charges. *(Council action – motion)*
- Security & Fire Partners, Inc. Monitoring Agreement for fire system monitoring of the City Hall for a term of 3 years for \$45.99 per month, billed annually for a total of \$551.88 plus any taxes, fees, or charges. *(Council action – motion)*
- Estimate for Rasinski Total Door Service for rework of the front City Hall doors to work properly with security/access system upgrades for a total of \$1,309.01 from 406 City Hall Fund. *(Council action – motion)*
- Proposed revision of Open Gym Policy. *(Council action – motion)*

CEMETERY

PARKS

- Resolution 24-23 Accepting Donation to the City of \$300 from Gregory Koch to the Park Fund – Pickleball Fund. *(Council action – motion)*
- Update on pickleball court construction. *(Information)*
 - Outdoor Specialties requirement for 1/3 down payment for painting pickleball courts and installing nets for \$6,827 due on the day work begins with payment from Park dedication funds. (Total cost of \$20,480.) *(Council action – motion)*
- Update on Crow Wing County Little Emily Lake Park construction. *(Information)*

LIBRARY

PERSONNEL

EMILY WATERS

ECONOMIC DEV. (EDA)

CODIFICATION

UNFINISHED BUSINESS:

- North Star Manganese update. *(Information)*
- City Slogan Contest submissions. *(Council action – motion)*

NEW BUSINESS:

- Resolution 24-24 Governing Write-In Vote Counting (MUST choose one of the following 3 options):
(Council action – motion)
 1. Candidates must file a written request to have write-ins counted individually. (File at Crow Wing County.)
 2. Write-ins will only be tallied individually if total number of write-in votes for a race is greater than or equal to the fewest number of votes cast for a filed candidate.
 3. All write-in votes are counted. (No resolution required.)
- Candidate filing period will be open from July 30, 2024 until August 13, 2024 at 5 p.m. for one Mayor candidate and two Council Member candidates. *(Information)*
- State legislation revision regarding early cannabis cultivation may require City action, including a moratorium. *(Information/ Council action – motion)*

CORRESPONDENCE:

- ✓ Crow Wing County re: seeking public comment on Comprehensive Plan update.
- ✓ Ehlers re: potential refunding of existing bonds.

Scheduled Upcoming Meetings:

- State Primary Election will be held on Tuesday, August 13, 2024.
- The August Regular Council Meeting will be held on Monday, August 12, 2024 at 6 p.m.
- Schedule meeting to review ordinances for revisions, including development of Fire & Rescue Department, removal of Police Department, and review of animal licensing.

ADJOURN