

City of Emily

AGENDA

Tuesday, July 9, 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:

- MINUTES: March 13, 2024 Council Meeting
April 9, 2024 Council Meeting
- FINANCIAL REPORT: June 2024 Checking Beginning Balance \$970,382.50, Ending Balance \$1,294,844.61
- RECEIPTS: General \$536,129.91, Sewer \$2,220.58, Total \$538,350.49
- CLAIMS FOR APPROVAL: \$183,547.75 for Pine River State Bank Checks #61484 to #61528 and automatic withdrawals #330802 to #330808
- INVESTMENTS (Market Value): \$396,803.61
- TOTAL CHECKING/INVESTMENTS: \$1,691,648.22

PUBLIC FORUM (Opportunity for public to address the Council during the Council Meeting.)**SPEAKERS:** 6:10 p.m. Lt. Craig Katzenberger and Kristen MacLeod re: Flock Security System
6:20 p.m. Jamie Lee re: candidacy for Crow Wing County Commissioner**FIRE DEPARTMENT**

- Budgeted additional municipal contribution of \$44,000 to the Emily Firemen's Relief Association towards the deficit in the pension. *(Council action – motion)*
- SCBAs annual lease payment of \$15,944.03 to Tax-Exempt Leasing Corp from the General Fund as budgeted. *(Council action – motion)*
- Resolution 24-27 Accepting Donation to the City of \$5,000 from the Emily Firemen's Relief Association to the Firemen's Equipment Fund. *(Council action – motion)*
- Resolution 24-29 Accepting Donation to the City of \$8,000 from the Emily Firemen's Relief Association to the Celebrate Emily Day Committee for Emily Day Fireworks. *(Council action – motion)*
- Recommendation of Fire Department to accept resignation/retirement of Kenny Roden from the Fire Department effective July 4, 2024 with no required repayment of fire training. *(Council action – motion)*
- LMC model policies for Alcohol and Drug Use Firefighter Response and Zero Tolerance Firefighter Response. *(Information/Council action – motion)*

FIRST RESPONSE UNIT

- Officer elections will be re-held after the City Code amendment is approved for the combination of the Fire Department and First Response Unit. *(Information)*

LAW ENFORCEMENT

- Update on development of northern outpost for Sheriff's Office, including scheduling of Northern Outpost Open House with Sheriff's Office personnel in August. *(Council action – motion)*
- Crow Wing County Sheriff's Office request to partner with the City for installation of a minimum of two Flock Safety automatic license plate reader systems for approximately \$2,500 to \$3,000 per system annually. *(Information/Council action – motion)*

WASTEWATER

- Update regarding MPCA required repairs of wastewater treatment system. *(Information)*
 - Wastewater Operator request for City Engineer to inspect the influent control structure and determine recommended level of repair, including coating or replacement. *(Council action – motion)*

PLANNING & ZONING

- Quotes for constructing a doorway between the Planning and Zoning and Clerk's Offices and installation of a door per structural engineer's specifications (\$4,000 budgeted) (\$30,000 saved for access/security system, \$10,245.51 spent to date): *(Council action – motion)*
 - HyTec Construction for \$10,750 with removal of electrical.
 - Wes Hanson Builders, Inc. for \$9,410.87 with no electrical.
 - Electrical only:
 - Up North Electric for removal of electrical for \$240.
- Planning Commission recommendation for Council moratorium on early cannabis cultivation to allow time for development of Land Use and Subdivision Ordinance revisions, including land use matrix. *(Information/ Council action – motion)*

ATTORNEY

ROADS

- Crow Wing County Highway Department County Road 1 rehabilitation project in 2025 with opportunity for City to bid resurfacing project jointly. *(Information/Council action – motion)*
- MnDOT Miscellaneous Work on Trunk Highway Right of Way permit for installation of two electronic speed signs on State Hwy 6 approved with no required security deposit. Two electronic speed signs ordered from TrafficLogix. *(Information)*
- Update on damage to Blue Lane East pavement by contractors. *(Information/Council action – motion)*

MAINTENANCE

CITY HALL

- Up North Electric quote for adding receptacles for the new security system and for the TV in the hallway for a total of \$450. *(Council action – motion)*

CEMETERY

PARKS

- Resolution 24-26 Accepting Donation to the City of \$5,000 from the Outing Chamber of Commerce to the Park Fund – Pickleball Fund. *(Council action – motion)*
- Resolution 24-28 Accepting Donation to the City of \$1,000 from the Emily Firemen's Relief Association to the Park Fund – Pickleball Fund. *(Council action – motion)*
- Update on pickleball court construction. *(Information)*

LIBRARY

PERSONNEL

- Proposed Personnel Policy revision due to update in the Earned Sick and Safe Time law, including exemption for firefighters and first responders. *(Council action – motion)*

EMILY WATERS

ECONOMIC DEV. (EDA)

CODIFICATION

UNFINISHED BUSINESS:

- North Star Manganese update. *(Information)*
- City Slogan Contest open. *(Information)*
- City approved for Sourcewell Community Impact Funds. *(Information)*

NEW BUSINESS:

- Proposed Capital Improvement Plan Projects by Funding Source spreadsheet for 2024 through 2028. *(Council action – motion)*
- Bond Trust Services interest payments for a total of \$18,275 plus \$950 in agent fees as follows: *(Council action – motion)*
 - 303 Debt Service Fund – 2012 City Hall Improvement - \$2,337.50
 - 304 Debt Service Fund – 2014 Road Improvement - \$3,491.25 and \$475

- 602 Debt Service Fund – 2013 Sewer - \$12,446.25 and \$475
- Candidate filing period will be open from Tuesday, July 30, 2024 until Tuesday, August 13, 2024 at 5 p.m. for one Mayor candidate and two Council Member candidates. *(Information)*
- Schedule Meet the Candidate Night. *(Council action – motion)*

CORRESPONDENCE:

- ✓ League of Minnesota Cities re: notification of preliminary maximum dues increase, proposed fiscal year changes and timing of dues notices, and additional changes to League constitution and bylaws.
- ✓ Widseth re: SS4A Planning Grant Updates.
- ✓ International Union of Operating Engineers re: Notice of Desire to Negotiate.
- ✓ Crow Wing County Attorney re: misdemeanor prosecution fees will remain the same in 2025.

Scheduled Upcoming Meetings:

- The August Regular Council Meeting will be held on Monday, August 12, 2024 at 6 p.m.
- State Primary Election will be held on Tuesday, August 13, 2024.

ADJOURN