

City of Emily

AGENDA

Monday, August 12, 2024

6:00 p.m. CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

PLEASE TURN OFF ALL CELLPHONES FOR THE DURATION OF THE MEETING.

PUBLIC HEARING – Proposed Interim Ordinance No. 2024-03 Authorizing a Study and Imposing a Moratorium on the Operation of Cannabis Businesses (Cultivation, Processing, and Distribution) in the City of Emily

PUBLIC HEARING – Proposed Ordinance No. 2024-04 to Revise the Code of Ordinances for the City of Emily With the Establishment of a Fire & Rescue Department

APPROVE AGENDA *(Council action – motion)*

CONSENT AGENDA: One motion to approve:

- FINANCIAL REPORT: July 2024 Checking Beginning Balance \$1,294,844.61, Ending Balance \$1,587,586.56
- RECEIPTS: General \$384,433.45, Sewer \$63,896.68, Total \$448,330.13
- CLAIMS FOR APPROVAL: \$223,207.47 for Pine River State Bank Checks #61550 to #61643 and automatic withdrawals #330809 to #330814
- INVESTMENTS (Market Value): \$401,941.13
- TOTAL CHECKING/INVESTMENTS: \$1,989,527.69

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

FIRE DEPARTMENT

- Resolution 24-36 Accepting Donation to the City of \$5,000 from the Emily Firemen’s Relief Association to the Firemen’s Equipment Fund. *(Council action – motion)*

FIRST RESPONSE UNIT

- Resolution 24-32 Accepting Donation to the City of \$801.25 from the Emily Firemen’s Relief Association to the First Response Unit Equipment Fund. *(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. *(Information/Council action – motion)*

WASTEWATER

PLANNING & ZONING

- Planning Commission recommendation to adopt Resolution 24-35 Approving the Purchase of Property Within the City Limits of the City of Emily to purchase parcels 21340552 and 21340553 from Andrew and Pennie Plesnicar for \$3,000 each using Future City Development funds. The parcels are surrounded by City property. *(Council action – motion)*
- Planning Commission recommendation to not approve Matt Anderson’s request to purchase fire lane access to Wood Lake in the Wood Lake Boulevard right-of-way. *(Council action – motion)*

ATTORNEY

- Update regarding Resolution 24-22 Adopting Modified Conditions for Existing Final Plat (Application Number 09-3327) from 2009 on Behalf of Northern Lights Over Roosevelt Homeowner’s Association to

modify the original conditions that regulated the docking storage location and parking on the West side of State Highway 6 on the property located at Northern Lights Over Roosevelt Plat adopted on May 14, 2024 pending City Attorney review and conditioned on a Conditional Use Permit (CUP) being applied for, granted, and the CUP being recorded with Crow Wing County. *(Council action – motion)*

ROADS

- Dennis and Bridget Honsa petition for vacation of a cartway established over PIDs 21090603 and 21090521. *(Council action – motion)*
- Resolution 24-34 Regarding American Rescue Plan Act Funds Use for purchases for development of northern outpost for \$8,821.22 and use of remaining Fund 206 ARPA funds towards purchase of Maintenance truck for \$37,183 for a total of \$46,004.22. *(Council action – motion)*
- Midway Ford Company invoice for \$51,635.20 for 2024 Ford F250 for Maintenance (State Cooperative Purchasing Venture contract) using the following funds: *(Council action – motion)*
 - \$37,183 ARPA funds
 - \$7,800 remaining budgeted funds for backhoe tractor
 - \$6,652.20 budgeted funds for Maintenance truck which were repurposed to save for grader
- Small Cities Assistance Program funds of \$37,510.50 received from the State for construction and maintenance of roads deposited in Fund 201 Road and Bridge. *(Information)*
- Preparation for 2025 City road resurfacing project jointly with Crow Wing County (CWC) Highway Department west County Road 1 rehabilitation project as follows: *(Council action – motion)*
 - Inform CWC of the roads to be resurfaced by December 2024.
 - Request City Engineer to do the design and inspection.
 - Future need for cost sharing agreement.
- Update on damage to Blue Lane East pavement by contractors. *(Information/Council action – motion)*

MAINTENANCE

CITY HALL

CEMETERY

- Deputy Clerk attendance of Minnesota Association of Cemeteries Cemetery Management Course on Wednesday, September 18, 2024 in Bloomington for \$150, one night in hotel for up to \$150, plus reimbursement of mileage and meals. *(Council action – motion)*

PARKS

- Resolution 24-37 Accepting Donation to the City of \$1,000 from the Emily Firemen's Relief Association to the Park Fund – Pickleball Fund. *(Council action – motion)*
- Scheduling of Grand Opening for City Hall Park Outdoor Pickleball Courts, possibly in conjunction with Northern Outpost Open House. *(Information/Council action - motion)*

LIBRARY

- Resolution 24-33 Accepting Donation to the City of \$446.25 from multiple anonymous donors at the July 19 and July 20 book sales to Fund 211 Library for use by the City of Emily Public Library. *(Council action – motion)*

PERSONNEL

- City Clerk attendance of Municipal Clerks Advanced Academy September 19 and 20, 2024 in Staples for \$225 (after scholarship of \$100), 2 nights in hotel up to \$300 total, plus reimbursement of mileage and meals. *(Council action – motion)*

EMILY WATERS

ECONOMIC DEV. (EDA)

CODIFICATION

- Proposed Interim Ordinance No. 2024-03 Authorizing a Study and Imposing a Moratorium on the Operation of Cannabis Businesses (Cultivation, Processing, and Distribution) in the City of Emily. *(Council action – motion)*
- Summary of Interim Ordinance No. 2024-03 Authorizing a Study and Imposing a Moratorium on the Operation of Cannabis Businesses (Cultivation, Processing, and Distribution) in the City of Emily for publication. *(Council action – motion)*
- Proposed Ordinance No. 2024-04 to Revise the Code of Ordinances for the City of Emily With the Establishment of a Fire & Rescue Department. *(Council action – motion)*
- Summary of Ordinance No. 2024-04 to Revise the Code of Ordinances for the City of Emily With the Establishment of a Fire & Rescue Department for publication. *(Council action – motion)*

- Proposed Ordinance No. 2024-05 Amending the City of Emily Code of Ordinances, Chapter 152: Land Use And Subdivisions and Zoning Map for a Lot Rezone. (The Rezone Approval document would be recorded with the Crow Wing County Recorder as required.) *(Council action – motion)*
- Summary of Ordinance No. 2024-05 Amending the City of Emily Code of Ordinances, Chapter 152: Land Use And Subdivisions and Zoning Map for a Lot Rezone for publication. *(Council action – motion)*
- American Legal Publishing update of Emily City Code. *(Information)*

UNFINISHED BUSINESS:

- North Star Manganese update. *(Information)*
- Candidate filing period open until Tuesday, August 13, 2024 at 5 p.m. for one Mayor candidate and two Council Member candidates. *(Information)*
- Schedule Meet the Candidate Night in October. *(Council action – motion)*
- City Slogan Contest open. *(Information)*

NEW BUSINESS:

- 2024 Foundation for Rural Service Community Grant Program through Tremolo available for business and economic development, community development, education, or telecommunications applications. *(Information)*
- 2025 Preliminary City Tax Levy due September 30, 2024. *(Information)*
- Schedule Truth in Taxation Public Hearing for Tuesday, December 10, 2024 at 6 p.m. *(Council action – motion)*

CORRESPONDENCE:

- ✓ Barry Hite re: thank you for scoreboard dedication.
- ✓ Ideal Township re: thank you for support of grant for construction of a new building at their Transfer Station.
- ✓ Minnesota Small Cities re: request for annual membership.

Scheduled Upcoming Meetings:

- State Primary Election will be held on Tuesday, August 13, 2024.
- General Election will be held on Tuesday, November 5, 2024.

ADJOURN