

Minutes and Proceedings of the City  
Council of the City of Emily in the  
County of Crow Wing, State of Minnesota  
Including accounts audited by said Council

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December 20, 2022

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The Emily City Council met for a regular meeting on Tuesday, December 20, 2022 in the Council Chambers and was called to order by Mayor Tracy Jones at 6:00 p.m. Councilmembers Bryce Butcher, Mary Eppen, and Gerhart Hanson were present. Councilmember Wes Friesner was absent. Cari Johnson, City Clerk/Treasurer, was present.

The Pledge of Allegiance was recited.

Mayor Jones recessed the regular Council Meeting at 6:00 p.m. and opened the Public Hearing for the Truth in Taxation Meeting. The proposed 2023 100 General Fund Final Budget total receipts are \$1,793,789.84. The total disbursements include levy additions to two Debt Service Funds (DSF) and the Sewer Fund for bond payments. DSF balances need to have adequate funds at the end of each year to make corresponding bond payments the following January, but the two DSFs do not have adequate funds. The ongoing plan for stepped increases to build the DSF balances has been followed, however a road project is planned for 2023 which would result in an additional bond payment. The levy additions for the two DSFs were increased to bring the balances up to the necessary amounts in preparation. Proposed levy additions are \$64,500 to DSF 303 2012 capital improvement City Hall bond, \$33,000 to DSF 304 2014 road improvements bond, and \$60,491.63 to Fund 602 for the 2013 refunding of the sewer revenue bond. Proposed total 2023 100 General Fund Final Budget disbursements are \$1,814,469.63. A budget cut of \$20,679.79 is needed to balance. The proposed 602 Sewer Fund Final Budget balances at \$173,092.13. The proposed 2023 Final City Tax Levy is \$1,311,247.84, which is an increase of 12% from last year. If the budget is cut to balance, the proposed 2023 Final Budget is an increase of 7.02% from last year. Planned 2023 projects/disbursements include a road overlay project for an estimated \$625,000, lease to purchase programs for fire engines #1 and #2 for \$78,603.60, SCBAs lease to purchase program for \$15,944.03, used single axle plow truck for \$100,000, Maintenance pickup truck for \$35,000, \$10,000 towards replacement of Police squad car, and Fire Department radios for \$15,000. The total for the planned 2023 projects/disbursements is \$1,023,923.63. The City's reserves need to be built back up to preserve the City's Standard & Poor's rating, which affects the City's bond interest rates. The proposed 2023 property tax rates for Emily were discussed. A high increase in the City's total tax capacity resulted in a 12% property tax levy increase having less of an impact to property taxes for City property owners. Written public comment from a property owner was read, including a complaint regarding the proposed City property tax rate from Crow Wing County, a complaint regarding Clean Up Day costs, a request for better snow removal service, and a request for education on services and benefits provided to property owners without City sewer. Mayor Jones requested public comment. Public comment was received regarding a property owner's proposed City property tax rate from Crow Wing County, which is higher than the City's proposed 12% increase. Rebecca Kurtz, Ehlers, City Financial Municipal Advisors, stated homes classified as seasonal are taxed at a higher class rate than homes classified as homestead. Kurtz stated the difference in property tax rates is probably due to Crow Wing County assessment of the property value. Property values have been increasing across the state. The tax rate that is assigned from the City is equal across all homes. The difference is how the County assesses the market value of the home and the property classification. Mayor Jones closed the Truth in Taxation Public Hearing at 6:37 p.m. and reopened the regular Council Meeting.

**COUNCILMEMBER BUTCHER MADE THE MOTION TO APPROVE THE AGENDA AS PRESENTED.  
COUNCILMEMBER EPPEN SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, EPPEN, AND  
HANSON VOTED AYE. THE MOTION CARRIED.**

Mayor Jones requested a motion of approval of the Consent Agenda including meeting minutes of the September 13, 2022 Council Meeting and the Treasurer's Report from November 2022: Checking Beginning Balance \$837,867.23 and Ending Balance \$746,324.22; Receipts to General fund \$53,472.17, Sewer fund \$4,668.86, Total \$58,141.03; and Claims for Approval: \$208,551.46 including Pine River State Bank checks #59975 to #60115 and automatic withdrawals #330647 to #330657; Investments \$370,756.94; Total Checking/Investments \$1,117,081.16.

**COUNCILMEMBER BUTCHER MADE THE MOTION TO APPROVE THE CONSENT AGENDA.**

**COUNCILMEMBER EPPEN SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, EPPEN, AND HANSON VOTED AYE. THE MOTION CARRIED.**

PUBLIC FORUM: No comments received.

SPEAKER: Jeff Ledin, City Engineer, S.E.H., discussed a proposed road overlay project in 2023. Ledin reported the City is responsible for 30 miles of roads, approximately 20 miles are paved, and the condition of some of the roads requires more than standard maintenance. Ledin reported the rate at which roads deteriorate increases as roads degrade and allow water to penetrate. Ledin stated the asset value estimate of the City's paved roads is about \$10 million. Road improvement projects were completed in 2004, 2005, 2007, and 2014. The road improvement bonds for the 2004, 2005, and 2007 projects have been paid. The first step for a road improvement project would be to direct the City Engineer to order a Feasibility Study. The Feasibility Study would identify recommendations on which roads need what level of improvements, such as thin overlay, chip sealing, full thickness overlay, etc.

Bonding allows the City to complete a large project and spread the cost over many years to keep the annual impact to the tax levy lower. Ledin recommended bonding instead of using cash reserves to pay for the project. The City has historically bonded for a 15 year term. A Feasibility Study is required if the City chooses to follow the Minnesota Statute 429 process of assessing a portion of road improvement costs to the benefitting parcels. In the past the City has assessed half of the new road pavement project costs to the parcels most benefited by the improvement and bonded for the remaining half, but the assessed portion may need to be reduced for an existing road maintenance project.

The project process after a Feasibility Study would include two Public Hearings. S.E.H. would mail individual notices to all affected property owners with potential assessment amounts before the final hearing.

Rebecca Kurtz, Ehlers, stated the Council would need to decide the scope of the project and the project amount that would be affordable for the community. Kurtz reported the City is in a good position and there are no concerns with the amount of debt the City may issue from a legal standpoint. Ehlers' role in a project is running numbers and presenting different scenarios, including bond term, interest, annual payments, impact to taxpayers, assessments, and tax levy. Kurtz reported a shorter bond term, such as 10 years, would have a lower bond interest rate and a higher annual payment, which would result in a higher annual levy and assessment amounts. Ehlers would complete a sensitivity analysis with options to provide balance between comfortable annual payments and comfortable annual impact to taxpayers. Kurtz reported bond interest rates have increased, but are still reasonable. Ehlers has seen good bids from issued debt. Kurtz reported any debt issued would be callable, which means for a 15 year bond the City would have the ability to call the bond and pay in full or refund and reissue the debt due to lower interest rates in 7 to 8 years.

Rebecca Kurtz provided a couple of financial options for a possible project of \$625,000 with a 15 year term and annual debt service of around \$70,000. Options provided were with 50% and 25% of the project cost assessed to benefitting parcels. Kurtz stated as long as the City assesses at least 20% of the project costs to benefitting parcels the City would not be required to have a referendum. The assessed amount brings down the levy portion of the project that all residents are responsible for. Kurtz reported the Feasibility Study process and preparation for the process takes some time. Kurtz reported the timing after the Council decides to move forward with the project, is going to issue debt, and needs funds to pay the first bill for the project is roughly 60 days. Typically, the bonding process includes working on the financing, planning, structure, determining what is affordable for the City, length of the term, and assessment details. Once the Council decides to move forward Kurtz would provide details. After the Council approves the details, Ehlers typically recommends following a competitive sale process. Ehlers would distribute the offering documents to local and national institutions, accept bids to their office, Kurtz would attend a Council Meeting with results, and Kurtz would make a recommendation regarding a bidder. If awarded, Ehlers would close on the bond three weeks later and funds would be deposited to the City. The final bond issue may include costs for the entire project, including financial advisor fees, bond attorney fees, engineering costs, City Attorney costs, etc. The City would use bond proceeds to pay for the project costs. Kurtz reported Ehlers would work with the timing of the first bond payment because levied funds need to be collected prior to the first payment.

**COUNCILMEMBER HANSON MADE THE MOTION TO ORDER S.E.H. TO PROCEED WITH A FEASIBILITY STUDY FOR A ROAD MAINTENANCE PROJECT. MAYOR JONES SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, EPPEN, AND HANSON VOTED AYE. THE MOTION CARRIED.**

Kurtz reported City bonds are considered tax exempt. Municipal projects provide tax benefits for lenders, which result in lower interest rates. Ehlers will work with S.E.H. on development of the Feasibility Study.

The Council thanked Ledin and Kurtz for attending the meeting.

FIRE DEPARTMENT: Chief Genz reported the November Fire Department meeting was held with 15 members present and reported 2 fire calls. Equipment and SCBAs were checked and a water rescue drill was conducted.

**MAYOR JONES MADE THE MOTION TO PURCHASE A REFRIGERATOR, STOVE, AND MICROWAVE FROM HOME DEPOT FOR THE FIRE HALL MEETING ROOM FOR \$2,938.66 WITH FREE DELIVERY FROM THE FIRE EQUIPMENT FUND. COUNCILMEMBER EPPEN SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, EPPEN, AND HANSON VOTED AYE. THE MOTION CARRIED.**

**MAYOR JONES MADE THE MOTION TO PURCHASE CUSTOM CABINETS FROM PROGRESSIVE FOREST PRODUCTS WITH NO INSTALL OR COUNTERTOPS FOR THE FIRE HALL MEETING ROOM FOR UP TO \$6,500 FROM THE FIRE EQUIPMENT FUND. COUNCILMEMBER EPPEN SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, EPPEN, AND HANSON VOTED AYE. THE MOTION CARRIED.**

**MAYOR JONES MADE THE MOTION TO CONTRACT FOR FIRE HALL MEETING ROOM FLOOR REPLACEMENT.** The motion was tabled for the next Council Meeting because a second quote is needed.

**COUNCILMEMBER EPPEN MADE THE MOTION TO ADOPT RESOLUTION 22-45 ACCEPTING DONATION TO THE CITY OF \$5,000 FROM EMILY FIREMEN'S RELIEF ASSOCIATION FOR THE FIREMEN'S EQUIPMENT FUND. COUNCILMEMBER HANSON SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, EPPEN, AND HANSON VOTED AYE. THE MOTION CARRIED.**

**COUNCILMEMBER HANSON MADE THE MOTION TO ADOPT RESOLUTION 22-46 APPROVING ADDITIONAL ACTIVITY FOR A LAWFUL GAMBLING PREMISES PERMIT FOR EMILY FIREMEN'S RELIEF ASSOCIATION WITH ADDITIONAL ACTIVITY OF ELECTRONIC LINKED BINGO AT RED PINE COOKHOUSE. COUNCILMEMBER EPPEN SECONDED THE MOTION.** There was a discussion regarding a possible conflict of interest with Councilmembers on the Fire Department. The motion was tabled to the next Council Meeting.

FIRST RESPONSE UNIT: Council Liaison Eppen reported 105 calls for the year. Eppen reported the First Response Unit December meeting was held with 9 members present and reported 11 calls in November. The First Response Unit recommended hiring a new member. Training was conducted, which included variances. There was a recommendation for the future Council Liaison to be a Councilmember that is not also a member of the First Response Unit.

**MAYOR JONES MADE THE MOTION TO HIRE KIRA FLOISAND AS A FIRST RESPONDER PENDING PREEMPLOYMENT SCREENINGS AND BACKGROUND CHECK PER THE RECOMMENDATION OF THE FIRST RESPONSE UNIT. COUNCILMEMBER BUTCHER SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, AND HANSON VOTED AYE. EPPEN ABSTAINED. THE MOTION PASSED.**

POLICE: Chief Damien Stalker reported 48 ICRs in November. Stalker cautioned there are motorists driving faster than is reasonable for road conditions during severe winter storm weather. Stalker may issue a citation for driving too fast for road conditions, even if driving within the posted speed limit, if there is a potential hazard to public safety, law enforcement officers, or tow truck drivers.

The Council made the decision to approve purchase of a winter coat for Chief Stalker.

**COUNCILMEMBER BUTCHER MADE THE MOTION TO APPROVE THE LAW ENFORCEMENT SERVICES AGREEMENT FOR 2023 RENEWAL OF LITTLE PINE POLICE PROTECTION FOR 4 HOURS PER MONTH AT \$50 PER HOUR. COUNCILMEMBER EPPEN SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, EPPEN, AND HANSON VOTED AYE. THE MOTION CARRIED.**

WASTEWATER: Lee Bundy, PeopleService, is the City's new Wastewater Operator. Bundy had reported annual checks were completed on the three liftstations by W.W. Goetsch and PeopleService and lift pump handles were replaced.

**PLANNING & ZONING:** Planning Commission Vice Chair Dave Johnson reported the Planning Commission approved a permit extension for an accessory structure. The Council had reduced the after the fact permit fee for Todd Proctor's unpermitted septic system installation from \$2,500 to \$750. Johnson reported the City has not received payment after invoicing. **COUNCILMEMBER BUTCHER MADE THE MOTION TO NOTIFY TODD PROCTOR VIA CERTIFIED MAIL OF A DEADLINE OF 30 DAYS TO PAY THE REDUCED AFTER-THE-FACT PERMIT FEE OF \$750 (\$500 FINE AND \$250 SEWAGE TREATMENT SYSTEM PERMIT FEE) OR THE FEE WILL REVERT TO THE ORIGINAL FINE OF \$2,500 AND THE DECISION IS NON-NEGOTIABLE. MAYOR JONES SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, EPPEN, AND HANSON VOTED AYE. THE MOTION CARRIED.**

**MAYOR JONES MADE THE MOTION TO ACCEPT GREGORY KOCH'S RESIGNATION FROM THE PLANNING COMMISSION EFFECTIVE DECEMBER 31, 2022. COUNCILMEMBER EPPEN SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, EPPEN, AND HANSON VOTED AYE. THE MOTION CARRIED.**

**MAYOR JONES MADE THE MOTION TO APPROVE THE SECOND AMENDMENT TO SOURCEWELL SHARED SERVICES AGREEMENT FOR COMMUNITY DEVELOPMENT SERVICES WITH EXTENSION UNTIL MARCH 31, 2023 FOR DEVELOPMENT OF NEW AGREEMENT. COUNCILMEMBER EPPEN SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, EPPEN, AND HANSON VOTED AYE. THE MOTION CARRIED.**

There was a discussion regarding reviewing the Land Use and Subdivision Ordinance for revisions.

**ATTORNEY:** City Attorney Pearson had reported Pearson and Planning and Zoning Administrator Cotner contacted an attorney representative of North Star Manganese (NSM) regarding whether NSM needed any City permitting under the City's Land Use and Subdivision Ordinance for NSM to conduct exploratory drilling activities within City limits for manganese deposit exploration. After reviewing and verifying the information provided by the NSM attorney, City Attorney Pearson provided the opinion that NSM is correct in saying that no City permitting is needed for exploratory drilling activities apart from the dual oversight of the Minnesota Department of Health and Minnesota Department of Natural Resources.

City Attorney Pearson had reported contacting and corresponding with Jason Quilling's attorney regarding the after the fact permit fee and penalty for an unpermitted septic system and payment is awaited. Pearson had reported working on initiating a conciliation court action for a judgment regarding an unpaid invoice from a road vacation. Pearson also reported sending invoices to the updated address for the unpaid sewer bill, receiving no response, the conciliation court filing drafts will be changed to Cass County, and that action will be filed.

**ROADS:** No report.

**MAINTENANCE:** Maintenance Supervisor Brian Foster reported plowing and sanding roads, cutting down trees, putting up Christmas lights, and general maintenance. There are many trees down from the recent winter storm. Foster requested an addition to the City Budget for Seasonal Maintenance Workers to work up to four days per week during spring and summer due to the amount of tree damage from the storm.

**CITY HALL:** The December 13 severe winter storm was declared an emergency by Crow Wing County. The Emily City Hall is an emergency shelter. People without power may call and request to use the City Hall as a shelter. The City Hall does not have shower facilities.

**CEMETERY:** No report.

**PARKS:** No report.

**LIBRARY:** No report.

**PERSONNEL:** **COUNCILMEMBER EPPEN MADE THE MOTION TO APPROVE NEWLY ELECTED COUNCILMEMBERS KOCH AND HEMPHILL TO ATTEND THE 2023 ELECTED LEADERS INSTITUTE FOUNDATIONAL PROGRAM WITH A COMBINATION OF ONLINE, ON DEMAND COURSES, AND A 2 DAY IN PERSON PROGRAM IN MANKATO, PLYMOUTH, OR ALEXANDRIA FOR \$350 PER PERSON, UP TO 2 NIGHTS IN HOTEL NOT TO EXCEED \$500, AND REIMBURSEMENT OF MILEAGE AND MEALS. MAYOR JONES SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, EPPEN, AND HANSON VOTED AYE. THE MOTION CARRIED.**

**MAYOR JONES MADE THE MOTION TO APPROVE COUNCILMEMBERS TO ATTEND THE 2023 ELECTED LEADERS INSTITUTE: ADVANCED PROGRAM FOR IN PERSON TRAINING IN PLYMOUTH OR ALEXANDRIA FOR \$350 PER PERSON, UP TO 2 NIGHTS IN HOTEL NOT TO EXCEED \$500, AND REIMBURSEMENT OF MILEAGE AND MEALS. COUNCILMEMBER EPPEN SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, EPPEN, AND HANSON VOTED AYE. THE MOTION CARRIED.**

**COUNCILMEMBER EPPEN MADE THE MOTION TO APPROVE ATTENDANCE, INCLUDING MAINTENANCE SUPERVISOR FOSTER AND CITY CLERK JOHNSON, OF THE DEPARTMENT OF PUBLIC SAFETY AND DIVISION OF HOMELAND SECURITY AND EMERGENCY MANAGEMENT EMERGENCY MANAGEMENT COURSES FOR SENIOR AND ELECTED OFFICIALS, DEPARTMENT HEADS, AND MANAGEMENT STAFF IN BRAINERD ON JANUARY 11, 2023 AND FEBRUARY 8, 2023 AT NO COST WITH REIMBURSEMENT OF MILEAGE. COUNCILMEMBER BUTCHER SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, EPPEN, AND HANSON VOTED AYE. THE MOTION CARRIED.**

EMILY WATERS: No report.

ECONOMIC DEVELOPMENT: No report.

CODIFICATION: No report.

UNFINISHED BUSINESS: Rick Sandri, North Star Manganese, reported NSM is proceeding with their manganese exploration activity at the sites in Sections 20 and 21 in Emily. NSM plans to initiate exploration at the sites in late January or early February. NSM expects to utilize the facility at the site. NSM will be working with a local drilling company as well as Minnesota service companies. Sandri reported NSM is putting up sound batting to prevent and minimize most, if not all, of the sound associated with drilling activities as part of their community responsiveness plan. Sandri reported NSM is continuing exploration of the property and will be drilling down 600 to 800 feet into target areas to determine if manganese is down there. Sandri expects the activity to continue for 3 to 4 months. The Council thanked Sandri for attending the meeting remotely.

The damage and administration reports for the May 30, 2022 City wide storm damages have been submitted to FEMA. The damages portion is a total of \$23,497. Damages included were storm clean up, clearing trees from roads, park clean up, brush dump maintenance, removing tree debris, and hauling tree debris to the brush dump. The funds are anticipated to be received in 2023. An additional spreadsheet is needed before submitting total costs for the June 20, 2022 storm damages to the State. The December 13, 2022 severe winter storm has been declared a local emergency and the City is eligible for 75% reimbursement from the State for eligible expenditures.

**NEW BUSINESS: MAYOR JONES MADE THE MOTION TO ADOPT RESOLUTION 22-44 ESTABLISHING POLLING PLACE IN EMILY, INCLUDING ALTERNATE POLLING LOCATION, FOR 2023. COUNCILMEMBER BUTCHER SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, EPPEN, AND HANSON VOTED AYE. THE MOTION CARRIED.**

**MAYOR JONES MADE THE MOTION TO APPROVE CLASEN & SCHIESSL CPAS AUDIT ENGAGEMENT LETTER FOR 2023 FOR AUDIT SERVICES NOT TO EXCEED \$11,250. COUNCILMEMBER EPPEN SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, EPPEN, AND HANSON VOTED AYE. THE MOTION CARRIED.**

Proposed 2023 property tax rates for Emily were discussed during the Public Hearing.

The levy addition recommended by Ehlers for the 2012 Capital Improvement Bond for City Hall is \$47,853.75, but the recommended levy addition is \$64,500 to increase the fund balance to the necessary total to pay bond principal, half year interest, and fiscal agent fees in January 2023. The levy addition recommended by Ehlers for the 2014 Road Improvements Bond is \$17,741.10, but the recommended levy addition is \$33,000. The levy addition for the Sewer Refunding Bond is as recommended by Ehlers at \$60,491.63. The City Hall and 2014 Road Improvement bond balances need to be increased in preparation for an additional road project and levy. The increases will put the City in a better financial position to handle the additional road project levy.

The Preliminary City Tax Levy was set at \$1,311,247.84, which is a 12% increase from last year. The proposed 2023 Final Budget total for the 100 General Fund is \$1,793,789.84. In order for the budget to balance, \$20,679.79 needs to be cut from proposed disbursements.

Budgeted year end transfers for 2022 budgeted disbursements that were not completed include the following:

Salt shed roof repair	\$17,500
Electronic speed signs X 2	\$10,000
Fire Station meeting room reno	\$6,000
1 <sup>st</sup> Responder radios	\$13,763
Dugouts repair	\$1,374.83
City Hall access system upgrade	\$4,100
Replacement of squad car	\$12,000
Roosevelt Drive Bridge replacement	\$15,000
South Shore Drive Bridge – seal fascia	\$14,000

The remaining 100 General Fund Budget for 2022 is \$20,675.48, which is needed for payroll and claims for the remainder of the year. If budgeted transfers were to be made to the corresponding funds to save for the planned disbursements, the 100 General Fund Budget would be over budget by \$73,062.35. The City received 8.6% less in property taxes than the amount levied for 2022. If funds for any of the 2022 budgeted disbursements are transferred to corresponding funds, the City will have to cut additional funds from the current 2023 budgeted disbursements. The total repairs and maintenance for the newer squad car in 2022 were \$8,755. The salt shed roof and replacement of squad car are priorities that need to be added to the 2023 Budget. With the additions, the 2023 Budget would need to be cut by approximately \$50,000.

The Council made the following revisions to the 2023 100 General Fund Final Budget:

- Maintenance Shop – Capital Outlay: Buildings and Structures was increased to \$17,500 for the salt shed roof repair.
- Patrol – Capital Outlay: Motor Vehicles was increased by \$6,000 to \$16,000 for a total of \$45,000 for a new squad.
- Road and Bridge Equipment - Capital Outlay: Motor Vehicles (Plow Truck/Pickup Truck) was reduced from \$135,000 to \$121,320.21. Due to current unavailability of pickup trucks, the total was reduced with a plan to order a new pickup truck in 2023 for 2024 and budget additional funds for the purchase in 2024.
- Bridges, Viaducts and Grade Separations – Capital Outlay: Investment was reduced from \$29,000 to \$0 for the Roosevelt Drive and South Shore Drive Bridges.
- Parks – Small Tools and Minor Equipment was reduced from \$1,800 to \$800. The plan is to purchase a scoreboard with Park funds instead of budgeted funds.
- Parks – Repairs and Maintenance – Contractual was reduced from \$1,000 to \$500. The plan is to pay for pickleball lines for the second tennis court with Park funds instead of budgeted funds.

With the revisions the 100 General Fund Final Budget is balanced at \$1,793,789.84. The 602 Sewer Fund Final Budget is balanced at \$173,092.13.

**COUNCILMEMBER BUTCHER MADE THE MOTION TO APPROVE THE 100 GENERAL FUND FINAL BUDGET AT \$1,793,789.84. COUNCILMEMBER EPPEN SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, EPPEN, AND HANSON VOTED AYE. THE MOTION CARRIED.**

**COUNCILMEMBER BUTCHER MADE THE MOTION TO APPROVE THE 602 SEWER FUND FINAL BUDGET AT \$173,092.13. MAYOR JONES SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, EPPEN, AND HANSON VOTED AYE. THE MOTION CARRIED.**

There was a discussion regarding a requested raise for firefighter wages from \$25 per call to \$25 per call and \$10 per hour after the first hour. The additional cost to the City was estimated at \$3,300, which was not available in the 2023 Budget.

**MAYOR JONES MADE THE MOTION TO ADOPT RESOLUTION 22-48 ADOPTING 2023 FINAL CITY TAX LEVY FOR A TOTAL OF \$1,311,247.84, INCLUDING \$1,153,256.21 FOR THE 100 GENERAL FUND AND ADDITIONS OF \$64,500 TO THE 303 DEBT SERVICE FUND FOR THE 2012 CITY HALL BOND, \$33,000 TO 304 DEBT SERVICE FUND FOR THE 2014 ROAD IMPROVEMENTS BOND, AND \$60,491.63 TO THE 602 SEWER FUND FOR THE 2013 REFUNDING OF SEWER REVENUE BOND. COUNCILMEMBER BUTCHER SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, EPPEN, AND HANSON VOTED AYE. THE MOTION CARRIED.**

**MAYOR JONES MADE THE MOTION TO ADOPT RESOLUTION 22-47 TO MAKE YEAR END TRANSFERS AS FOLLOWS:**

- **\$485.29 FROM 100 GENERAL FUND TO 227 EMILY AREA RECYCLING FUND**
- **\$4,090.60 FROM 302 DEBT SERVICE FUND FOR THE 2007 ROAD IMPROVEMENTS BOND TO THE 304 DEBT SERVICE FUND FOR THE 2014 ROAD IMPROVEMENTS BOND**
- **\$951.13 FROM 305 DEBT SERVICE FUND FOR THE 2004 ROAD IMPROVEMENTS BOND TO THE 304 DEBT SERVICE FUND FOR THE 2014 ROAD IMPROVEMENTS BOND**
- **\$6,390.51 FROM 306 DEBT SERVICE FUND FOR THE 2005 ROAD IMPROVEMENTS BOND TO THE 304 DEBT SERVICE FUND FOR THE 2014 ROAD IMPROVEMENTS BOND**

**COUNCILMEMBER BUTCHER SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, EPPEN, AND HANSON VOTED AYE. THE MOTION CARRIED.**

Resolution 22-49 for 2022 Budgeted Year End Transfers was not approved.

CORRESPONDENCE: Discussion included Ehlers regarding status report on refunding of existing bond issues, League of Minnesota Cities Insurance Trust regarding 2022-23 coverages, rates, and dividend amount, and ELRA regarding thank you for support of management and preservation of Emily lakes and rivers.

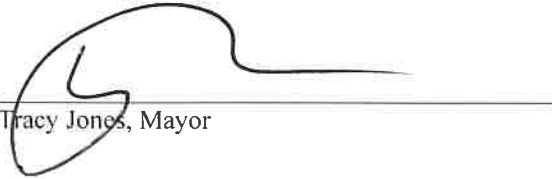
SCHEDULED UPCOMING MEETINGS: None

**COUNCILMEMBER BUTCHER MADE THE MOTION TO ADJOURN THE MEETING AT 9:01 P.M. MAYOR JONES SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, EPPEN, AND HANSON VOTED AYE. THE MOTION CARRIED.**

Respectfully submitted,

Attest:

  
Cari Johnson, MCMC, City Clerk/Treasurer

  
Tracy Jones, Mayor