

City of Emily

AGENDA

Tuesday, July 11, 2023

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: June Checking Beginning Balance \$674,171.73, Ending Balance \$1,142,686.34
- RECEIPTS: General \$591,202.47, Sewer \$184.35, Total \$591,386.82
- CLAIMS FOR APPROVAL: \$87,883.31 for Pine River State Bank Checks #60565 to #60618 and automatic withdrawals #330705 to #330713
- INVESTMENTS (Market Value): \$376,787.06
- TOTAL CHECKING/INVESTMENTS: \$1,519,473.40

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

SPEAKERS: 6:10 p.m. Dean Kapler, Bruce Miller, and Ryan Huettl, Emily/Outing Snowbirds, request to utilize the Emily Meadows corridor for snowmobile trail to access County Road 1

6:15 p.m. Mike Helberg request for shed to remain in current location

6:20 p.m. Jack Henderson, City Summer Marketing Intern, presentation of proposed new City website

FIRE DEPARTMENT

- Requested Change Order to Motor Vehicle Purchase Contract for top mount pumper fire truck, Sourcewell Model MPCU, with upgrades including full response cab enclosure, pass through to chassis cab, EMS cabinet with command desk, foam discharges, and cascade refill system including four DOT bottles, gauge panel, and containment center for a total additional cost of \$75,541.20 to be paid with donated Firemen's Equipment Funds. *(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 23-25 Accepting Donation to the City of \$2,000 from the Emily Firemen's Relief Association to the Firemen's Equipment Fund for Fire Hall renovations. *(Council action – motion)*
- Resolution 23-26 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

- Hands Only CPR and AED Training on Thursday, August 17, 2023 at 7 p.m. in the Emily City Hall Gymnasium for the public for no cost. *(Information)*

POLICE DEPARTMENT

- Resolution #23-28 Approving State of Minnesota Joint Powers Agreement With the City of Emily on Behalf of its Prosecuting Attorney and Police Department for renewal of agreement between Department of Public Safety on behalf of the Bureau of Criminal Apprehension and the City of Emily. *(Council action – motion)*
- Court Data Services Subscriber Amendment to CJDN Subscriber Agreement. *(Council action – motion)*

WASTEWATER

- Property owner of 21216 County Road 1 applied for residential building sewer permit, paid \$50 fee, and completed televised inspection of the sewer service lateral line per Council conditions. Wastewater Committee recommendation regarding \$2,000 connection fee and start date of billing, possibly retroactive. (Connected since the fall of 2019.) *(Council action – motion)*
- Cleaning/jetting and televising of sewer mains, including possible termination of Ritter and Ritter Agreement for Maintenance Services for the City of Emily and request for quotes, pending City Attorney review. *(Council action – motion)*

PLANNING & ZONING

- Resolution 23-29 Adopting Findings of Fact and Conditions of Approval for Conditional Use Permit Application of Nicholas Usherwood to operate an automobile repair business that includes machining of auto and sport equipment accessories at 42524 State Highway 6, PIN 21090613. *(Council action – motion)*

ATTORNEY

- Requirement for Mike Helberg to remove shed from City right-of-way no later than July 29, 2023, including shed may be moved to an alternate site on the property if alternate site placement is in compliance with Emily Land Use Ordinance. *(Council action – motion)*

ROADS

- Quotes for the 2023 Emily Dam Repair Project with recommendation from City Engineer. Required final completion date of October 31, 2023. Budget revision needed. *(Council action – motion)*
- Request to move forward with MnDOT snowplow truck lease program for lease to purchase a new tandem axle snowplow truck for \$379,600 with annual payments of a total of \$85,591.92. Contract needed before final approval. *(Council action – motion)*
- MnDOT progress on resolution of 2019 State Highway 6 road construction project issues. *(Information)*

MAINTENANCE

- Brush dump update. *(Information)*

CITY HALL

- Future replacement of current website with proposed new website, developed by Summer Marketing Intern, through Wix for \$384 annually. *(Council action – motion)*

CEMETERY

PARKS

- Request for Community Education to hold Family Fun Nights on July 27 and August 24 at the City Baseball Field Park for the community. *(Council action – motion)*

LIBRARY

PERSONNEL

- Resignation of Kenneth Frank from the Emergency Management Director position effective June 30, 2023. *(Council action – motion)*

EMILY WATERS

ECONOMIC DEV. (EDA)

CODIFICATION

UNFINISHED BUSINESS:

- North Star Manganese update. *(Information)*
- Hold public town hall/informational meeting regarding the potential manganese mine at Emily City Hall, including North Star Manganese, Minnesota Department of Natural Resources, Minnesota Department of Health, Crow Wing Power, Cooperative Mineral Resources, Electric Metals (USA) Limited, and Hunt Technologies. *(Council action – motion)*
- Community Boost Funds Grant from Sourcewell approved. Purchase of one microphone for the Council Chambers for \$535 and dual computer monitors with stand and installation for Clerk's Office computer used by intern from Tremolo for \$427 for a total of \$962. *(Council action – motion)*

NEW BUSINESS:

- Emily/Outing Snowbirds request to utilize the Emily Meadows Outlot A corridor for snowmobile trail to access County Road 1. Outlot A property was donated for public use. *(Council action – motion)*

- Bond Trust Services interest payments for a total of \$19,825.00 as follows: *(Council action – motion)*
 - 303 Debt Service Fund – 2012 City Hall Improvement - \$2,787.50
 - 304 Debt Service Fund – 2014 Road Improvement - \$3,946.25
 - 602 Debt Service Fund – 2013 Sewer - \$13,091.25

CORRESPONDENCE:

- ✓ County Attorney re: fees for misdemeanor prosecution in 2024 will remain the same.
- ✓ IRRRB re: grant opportunities.

Scheduled Upcoming Meetings:

ADJOURN