

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

February 13, 2024

The Emily City Council met for a regular meeting on Tuesday, February 13, 2024 in the Council Chambers and was called to order by Mayor Tracy Jones at 6:00 p.m. Councilmembers Bryce Butcher, Gerhart Hanson, Andrew Hemphill, and Gregory Koch were present. Cari Johnson, City Clerk/Treasurer, was present.

The Pledge of Allegiance was recited.

Mayor Jones recessed the regular Council Meeting and opened the Public Hearing at 6:00 p.m. The proposed 2024-01 Fee Schedule Ordinance included amendments to Section 50 Sewer for the annual 3% increase to sewer rates and Section Miscellaneous for addition of a charge to purchase lockers and for reduction of the Contractor Use of Water at Fire Hall fee. Mayor Jones requested public comment. No public comment was received. Mayor Jones closed the Public Hearing and reopened the regular Council Meeting at 6:02 p.m.

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

Mayor Jones requested a motion of approval of the Consent Agenda including meeting minutes of the January 9, 2024 Council Meeting, January 9, 2024 EDA Meeting, August 8, 2023 Council Meeting, September 12, 2023 Council Meeting, September 25, 2023 Special Council Meeting, and September 27, 2023 Special Council Meeting and the Treasurer's Report from January 2024: Checking Beginning Balance \$1,344,573.03 and Ending Balance \$1,144,433.26; Receipts to General fund \$50,272.93, Sewer fund \$15,371.97, Total \$65,644.90; and Claims for Approval: \$273,290.88 including Pine River State Bank checks #61126 to #61198 and automatic withdrawals #330765 to #330771; Investments \$392,472.27; Total Checking/Investments \$1,536,905.53. **COUNCILMEMBER KOCH MADE THE MOTION TO APPROVE THE CONSENT AGENDA. COUNCILMEMBER HANSON SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.**

PUBLIC FORUM: Shanda Landes commented on North Star Manganese's mineral lease requests. Landes reported the City is part of the Pine River Watershed and there are many questions and concerns regarding safety and potential environmental impacts, including health impacts from manganese and drilling passing through area aquifers. Landes reported baseline test results from their home for naturally occurring manganese were two times higher than they should be for adults and six times higher than they should be for children. Landes recommended City residents have their water tested. Landes reported being skeptical about an economic boom from a possible future manganese mine. Landes stated an environmental impact study should be completed before discussing mineral lease applications. Landes stated the area's natural resources drive the economy. Landes reported being very concerned about protecting the City's rivers, lakes, streams, soil, water, and groundwater aquifer.

Susan Airhart, Mill Road, reported the current manganese deposit exploration test drilling has changed the water. Airhart recommended the Council have the water tested for manganese in all public facilities. Airhart reported people are not moving to the area due to the manganese deposit exploration activities. Airhart reported manganese deposit exploration activities damage the community and will not help the community prosper. Airhart requested the Council make the test drilling stop due to the change in the aquifer that has happened in homes within one mile of the manganese deposit.

Kevin Kramer, Birchwood Drive, requested an independent survey be conducted of all taxpayers in the City and within a 30 mile radius of the City to determine support of a proposed manganese mine. The Council reported there is currently no proposal for a manganese mine. Kramer stated surrounding communities should be notified if and/or when North Star Manganese proposes mineral lease applications again. The Council reported the City held a public

meeting last summer to provide information on manganese deposit exploration activities. Kramer requested City plans for notification of the community of the trucking route for manganese in the event of an accident and regarding increased road use, noise, and road setbacks. The Council stated the question was premature because there is currently no proposal for a manganese mine. The Council stated the questions would be addressed if a manganese mine were to be proposed in the future.

Gary Hanson, Councilmember, State Highway 6, discussed Councilmember relationships, including his own actions, and requested all Councilmembers work together for residents and keep in mind the viewpoint of residents when making decisions.

Trisha Lee stated her family is extremely concerned regarding a proposed manganese mine, including environmental concerns. Lee stated all people need to work together and take proactive action to understand a proposed manganese mine before approvals. Lee urged the Council to engage the community, listen to their concerns, and to form a group to determine how to proactively research not spoiling the area for generations to come.

UNFINISHED BUSINESS: Rick Sandri, North Star Manganese (NSM), provided a report. Sandri reported continued metallurgical testing and analysis of drilled samples through mid-2024. Sandri reported environmental visits associated with site reclamation (regrowth in disturbed areas) were suspended pending the winter/frozen conditions at the site. When the weather gets warmer the environmental visits will be reinitiated until the site has met the required reclamation levels. NSM continued its discussions with the Department of Natural Resources (DNR) on its mineral lease applications on State mineral lands in the Emily area. The activity will be ongoing into 2024.

Mayor Jones provided a summary update of the manganese deposit exploration. NSM's new CEO is Brian Savage. Mayor Jones attended a Crow Wing County Committee of the Whole meeting, met with NSM representatives, and met with other parties concerned with the manganese deposit exploration. NSM did not withdraw their mineral lease applications, but tabled the applications for now. The Crosby-Ironton School District Board voted to not support NSM applying for mineral leases. Neither the Crow Wing County Board of Commissioners nor the Emily City Council have voted regarding support for NSM applying for mineral leases. The Executive Council meets quarterly and would consider the mineral lease applications. At this time the DNR does not believe NSM has enough support to warrant presenting the mineral lease applications to the Executive Council.

The Council reviewed 86 submissions for the City Slogan Contest at the last Council Meeting. The Council had decided to further review the submissions and present their top five choices at the next meeting. The top three slogans were, "Woods, water, wildlife – Emily", "All Trails Lead to Emily", and "Emily trees, lakes and trails". The Council did not feel any of the slogan submissions exactly defined the City, so made the decision to reopen the City Slogan Contest.

FIRE DEPARTMENT: Chief Chad Genz reported the January Fire Department meeting was held with 16 members present and reported 1 fire call. All equipment was checked. Training was held on hybrid cars and air bags. Chief Genz requested the Council not require Craig Prokott to repay training costs to the City because he resigned due to health purposes.

COUNCILMEMBER KOCH MADE THE MOTION TO ADOPT RESOLUTION 24-12 RATIFYING AMENDED BYLAWS OF THE EMILY FIREMEN'S RELIEF ASSOCIATION WITH AMENDMENTS FOR EMPLOYMENT OF ALL EMILY FIRST RESPONSE UNIT MEMBERS ON THE EMILY VOLUNTEER FIRE DEPARTMENT AND TO ATTACHMENT A – BENEFIT LEVEL WITH BENEFIT LEVEL AMOUNT INCREASE FROM \$1,750 PER YEAR TO \$2,100 PER YEAR EFFECTIVE FEBRUARY 13, 2024. COUNCILMEMBER HANSON SECONDED THE MOTION. Discussion included an ordinance revision would be needed before first responders are eligible for Fire Relief benefits. ROLL CALL VOTE – HANSON, HEMPHILL, AND KOCH VOTED AYE. JONES AND BUTCHER ABSTAINED. THE MOTION PASSED.

COUNCILMEMBER HEMPHILL MADE THE MOTION TO ADOPT RESOLUTION 24-07 ACCEPTING DONATION TO THE CITY OF \$5,000 FROM THE EMILY FIREMEN'S RELIEF ASSOCIATION TO THE FIREMEN'S EQUIPMENT FUND. COUNCILMEMBER KOCH SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.

The Council discussed decommissioning Engine #3 and the Polaris 6 wheeler. If the Polaris 6 wheeler is not decommissioned, then there is an option to make the City's liability insurance coverage primary for \$12 per person,

with no physical damage coverage, for any firefighter using a personal vehicle to tow the trailer and Polaris 6 wheeler. The City purchased a Ranger side by side to replace the Polaris 6 wheeler and purchased a new fire truck to replace Engine #3. **MAYOR JONES MADE THE MOTION TO TABLE DECOMMISSIONING OF CITY VEHICLES, INCLUDING POLICE AND FIRST RESPONSE UNIT VEHICLES, AND HOLD A SPECIAL COUNCIL MEETING TO REVIEW THE VEHICLES IN PERSON. COUNCILMEMBER HANSON SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.**

COUNCILMEMBER KOCH MADE THE MOTION TO PURCHASE 5 SETS OF TURNOUT GEAR FROM GREAT PLAINS FIRE FOR A TOTAL OF \$15,425 USING PUBLIC SAFETY AID FUNDS. COUNCILMEMBER HEMPHILL SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.

The Fire Department Bylaws state the fire training repayment provision does not apply for firefighters resigning due to health purposes. **COUNCILMEMBER KOCH MADE THE MOTION TO ACCEPT THE RESIGNATION OF CRAIG PROKOTT FROM THE FIRE DEPARTMENT EFFECTIVE IMMEDIATELY WITH NO REQUIRED REPAYMENT OF FIRE TRAINING COSTS. COUNCILMEMBER HEMPHILL SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.**

FIRST RESPONSE UNIT: Chief Cary LeBlanc reported the February First Response Unit meeting was held with 8 members present and reported 6 calls in January. The First Responders voted to approve joining the Emily Firemen's Relief Association. The First Responders received 13 fully equipped first responder bags and 1 AED from a Sourcewell grant. The First Responders voted to approve repurposing the 2016 Ford Explorer police squad as a First Responder rig, pending the total cost to change the squad to an EMS rig and to hire inspection and possible repair of the front end.

MAYOR JONES MADE THE MOTION TO HIRE KAISER JARVIS AS A FIRST RESPONDER PER FIRST RESPONSE UNIT RECOMMENDATION WITH NO PREEMPLOYMENT SCREENINGS OR BACKGROUND CHECK REQUIRED. COUNCILMEMBER HEMPHILL SECONDED THE MOTION. Discussion included Jarvis was hired as a firefighter in December 2023 and completed preemployment screenings and background check at that time. **ROLL CALL VOTE – JONES, BUTCHER, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.**

MAYOR JONES MADE THE MOTION TO HIRE SARAH JARVIS AS A FIRST RESPONDER PER FIRST RESPONSE UNIT RECOMMENDATION PENDING PREEMPLOYMENT SCREENINGS AND BACKGROUND CHECK. COUNCILMEMBER HEMPHILL SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.

MAYOR JONES MADE THE MOTION TO ADOPT RESOLUTION 24-08 ACCEPTING DONATION TO THE CITY OF \$5,000 FROM THE OUTING CHAMBER OF COMMERCE TO THE FIRST RESPONSE UNIT EQUIPMENT FUND. COUNCILMEMBER BUTCHER SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.

LAW ENFORCEMENT: The Council discussed the estimates from Guardian Fleet Safety to purchase the 2016 Ford Explorer squad for \$7,500 and 2008 Ford Explorer squad for \$2,500. Discussion included following the sealed bid process to sell the squads and preparation of the vehicles for the sale. **MAYOR JONES MADE THE MOTION TO TABLE DISCUSSION REGARDING SALE OF THE POLICE SQUADS TO A SPECIAL COUNCIL MEETING TO REVIEW THE VEHICLES IN PERSON. COUNCILMEMBER BUTCHER SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.**

MAYOR JONES MADE THE MOTION TO TABLE INSTALLATION OF TWO FLOCK SAFETY AUTOMATIC LICENSE PLATE READER SYSTEMS AND REQUEST CROW WING COUNTY SHERIFF'S OFFICE GIVE A MORE IN DEPTH PRESENTATION ON THE SYSTEMS. COUNCILMEMBER KOCH SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.

Liaison Butcher reported Sheriff Klang is assisting the City with recovery of a police radio. The plan for a northern outpost at the Emily City Hall is on hold until the Hall access systems are updated to allow the Sheriff deputies access. A company has been requested to review the Hall access system, their representative was delayed, and the representative plans to be at the Hall tomorrow.

WASTEWATER: COUNCILMEMBER KOCH MADE THE MOTION TO APPROVE PURCHASE OF ONE MAIN LIFTSTATION HYDROMATIC PUMP (CHOPPER) WITH KSB ADAPTOR WITH \$600 INSTALL FOR A TOTAL OF \$15,692 FROM WW GOETSCH PER THE RECOMMENDATION OF THE WASTEWATER OPERATOR. COUNCILMEMBER HANSON SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.

PLANNING & ZONING: Chair Dave Johnson reported the Planning Commission election results were Dave Johnson as Chair and Pat Rheume as Vice Chair.

COUNCILMEMBER KOCH MADE THE MOTION TO ADOPT RESOLUTION 24-11 ADOPTING FINDINGS OF FACT AND CONDITIONS OF APPROVAL FOR CONDITIONAL USE PERMIT APPLICATION ON BEHALF OF: RED'S STORAGE LLC AT 43823 STATE HIGHWAY 6, PIN 21090613, PER THE RECOMMENDATION OF THE PLANNING COMMISSION. COUNCILMEMBER BUTCHER SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.

The Planning Commission requested enforcement of a long term failed SSTS. **MAYOR JONES MADE THE MOTION FOR THE CITY ATTORNEY TO PURSUE ENFORCEMENT OF A LONG TERM FAILED SSTS FOR PIN 21030564. COUNCILMEMBER KOCH SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.**

COUNCILMEMBER KOCH MADE THE MOTION TO REQUEST QUOTES TO CONSTRUCT A DOORWAY BETWEEN THE PLANNING AND ZONING AND CLERK'S OFFICES TO IMPROVE SAFETY AND AIRFLOW BETWEEN THE OFFICES. MAYOR JONES SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.

ATTORNEY: The Council discussed an update on the conciliation court case for unpaid attorney fees for a road vacation. Nicholas Cekalla reported in 2019 he requested a road vacation of an unused Little Pine River Road cul de sac. Cekalla wanted to build a garage, but needed the additional land to meet setback requirements. Vacation of the platted cul de sac was approved, but the cost of the vacation exceeded the amount paid. The City Attorney has no authority to settle the case, so Cekalla attended the meeting to work with the Council on setting a fair price for the road vacation. Cekalla reported the cul de sac should have been vacated when the road was extended and he should not be held liable for the road vacation fees. The road vacation fee paid by Cekalla was \$300 and Cekalla was notified that per the Fee Schedule Ordinance when costs associated with processing or reviewing an application exceed the original application fee, the applicant is required to reimburse the City for any additional costs. Some of the costs associated with the cul de sac road vacation included a Public Hearing for a cost of \$250 and a recording fee of \$46. The amount charged to Cekalla was to pay for the City Attorney invoices of \$1,118 for working on the vacation. The total owed has increased to \$1,539 from charges for the City Attorney to process the conciliation court claim. The process for road vacation is defined in the City's Ordinance, the road vacation fee paid did not cover all City costs, and the City did not charge more than costs incurred. The consensus of the Council was not to settle.

ROADS: MAYOR JONES MADE THE MOTION TO APPROVE THE MCCOY CONSTRUCTION & FORESTRY PURCHASE ORDER FOR 2023 JOHN DEERE RUBBER TIRE BACKHOE LOADER WITH EXTENDING BOOM FOR \$139,200 (SOURCEWELL NATIONAL COOPERATIVE PURCHASING PROGRAM PRICING) WITH DELIVERY IN SPRING, INVOICE IN JUNE, AND WARRANTY OPTIONS TO BE DETERMINED. COUNCILMEMBER HEMPHILL SECONDED THE MOTION. Discussion included the current 1987 backhoe tractor needs a new hydraulic pump, which would cost \$13,000, so would be used in the brush dump while operational. The 2024 Budget included \$140,000 for a new backhoe tractor. ROLL CALL VOTE – JONES, BUTCHER, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.

COUNCILMEMBER KOCH MADE THE MOTION TO APPROVE THE DUST CONTROL QUOTE FROM CORBIN EXCAVATING, INC. FOR 9,500 GALLONS OF MAGNESIUM CHLORIDE AT \$1.25 PER GALLON FOR A TOTAL OF \$11,875. MAYOR JONES SECONDED THE MOTION. Discussion included Corbin Excavating is the Crow Wing County Highway Department approved contractor for 2024 and the amount was included in the 2024 Budget. ROLL CALL VOTE – JONES, BUTCHER, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.

The MnDOT speed study results of County Road 1 west of State Highway 6 for the Crow Wing County Highway Department were discussed. The study resulted in a recommendation of 55 mph from the west to Evergreen Drive,

transition to 40 mph between Evergreen Drive and a location approximately 900' west of State Highway 6, and transition to 30 mph to State Highway 6. **COUNCILMEMBER KOCH MADE THE MOTION TO RESPOND TO CROW WING COUNTY HIGHWAY DEPARTMENT THAT THE CITY DOES NOT SEE THE NEED TO INCREASE THE SPEED LIMIT ON WEST COUNTY ROAD 1 BECAUSE A CITY PARK, CITY FIRE DEPARTMENT, AND CITY GARAGES ARE WITHIN THE SPEED ZONE TO BE INCREASED. MAYOR JONES SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.**

MAINTENANCE: Nothing new to report.

CITY HALL: COUNCILMEMBER KOCH MADE THE MOTION TO REQUEST QUOTES FOR PURCHASE AND INSTALLATION OF A BOTTLE FILLING STATION/FOUNTAIN FOR CITY HALL. COUNCILMEMBER BUTCHER SECONDED THE MOTION. Discussion included the quotes could be used for a grant application once funds become available. ROLL CALL VOTE – JONES, BUTCHER, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.

CEMETERY: Liaison Hanson reported one burial, Neal Buchite.

PARKS: COUNCILMEMBER KOCH MADE THE MOTION TO REQUEST QUOTES TO CONSTRUCT NEW PICKLEBALL COURTS. MAYOR JONES SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.

LIBRARY: MAYOR JONES MADE THE MOTION TO REAPPOINT MIKIE WALKER TO THE LIBRARY BOARD FOR A 3 YEAR TERM OF FEBRUARY 14, 2024 THROUGH DECEMBER 31, 2026. COUNCILMEMBER KOCH SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.

MAYOR JONES MADE THE MOTION TO REAPPOINT JAN MOSMAN TO THE LIBRARY BOARD FOR A 2 YEAR TERM OF FEBRUARY 14, 2024 THROUGH DECEMBER 31, 2025. COUNCILMEMBER KOCH SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.

MAYOR JONES MADE THE MOTION TO REAPPOINT DIANA LEE TO THE LIBRARY BOARD FOR A 2 YEAR TERM OF FEBRUARY 14, 2024 THROUGH DECEMBER 31, 2025. COUNCILMEMBER KOCH SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.

PERSONNEL: The Pay Equity Implementation Report is required every three years. The City does not report elected officials or employees working less than 67 days in a calendar year. Minnesota Pay Equity reported based on the preliminary review of the Pay Equity Implementation Report the City would be in compliance by passing the alternative analysis test, salary range test, and exceptional service pay test of 100%. **MAYOR JONES MADE THE MOTION TO APPROVE THE PAY EQUITY IMPLEMENTATION REPORT AS PRESENTED. COUNCILMEMBER KOCH SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.**

MAYOR JONES MADE THE MOTION TO APPOINT FAYE HUGHES TO THE PARK COMMISSION FOR A 3 YEAR TERM OF FEBRUARY 14, 2024 TO DECEMBER 31, 2026. COUNCILMEMBER BUTCHER SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.

The Department of Labor and Industry issued new guidance that cities are not required to offer Earned Sick and Safe Time (ESST) to firefighters or first responders for calls. Cities are required to offer ESST to firefighters and first responders for meetings and trainings. The Personnel Policy was amended to remove offering ESST to firefighters and first responders for calls and to remove ESST provisions regarding a Police Chief. **MAYOR JONES MADE THE MOTION TO APPROVE THE REVISED PERSONNEL POLICY AS PRESENTED RETROACTIVE TO JANUARY 1, 2024. COUNCILMEMBER KOCH SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.**

MAYOR JONES MADE THE MOTION TO PAYOUT UNUSED AND ACCRUED SICK LEAVE TO PRIOR POLICE OFFICER MIKE DAVIS FOR A TOTAL OF 50.7 HOURS AT \$20.50 PER HOUR, PER THE PERSONNEL POLICY IN EFFECT AT THE TIME, AFTER THE POSITION WAS TERMINATED ON DECEMBER 12, 2023.

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

COUNCILMEMBER KOCH MADE THE MOTION TO PUBLISH A NOTICE FOR UP TO TWO SEASONAL MAINTENANCE WORKER POSITIONS FOR UP TO 32 HOURS PER WEEK AT \$18 PER HOUR. MAYOR JONES SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.

MAYOR JONES MADE THE MOTION TO APPROVE ATTENDANCE OF SAFETY AND LOSS CONTROL WORKSHOPS ON APRIL 23 IN ST. CLOUD FOR ADMINISTRATIVE AND MAINTENANCE EMPLOYEES FOR \$20 PER PERSON PLUS REIMBURSEMENT OF MILEAGE. COUNCILMEMBER KOCH SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.

The Council chose not to attend the LMC City Day on the Hill conference.

EMILY WATERS: No report.

ECONOMIC DEVELOPMENT: No report.

CODIFICATION: The proposed 2024-01 Fee Schedule Ordinance included amendments to Section 50 Sewer for the annual 3% increase to sewer rates and Section Miscellaneous for addition of a charge to purchase lockers for \$5 each and for reduction of the Contractor Use of Water at Fire Hall fee from \$.10 per gallon to \$.01 per gallon. COUNCILMEMBER HEMPHILL MADE THE MOTION TO ADOPT THE AMENDED 2024-01 FEE SCHEDULE ORDINANCE AS PRESENTED. MAYOR JONES SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED. COUNCILMEMBER KOCH MADE THE MOTION TO APPROVE THE SUMMARY OF THE AMENDED 2024-01 FEE SCHEDULE ORDINANCE FOR PUBLICATION. MAYOR JONES SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.

NEW BUSINESS: The Presidential Nomination Primary election will be held on Tuesday, March 5, 2024 from 7 a.m. to 8 p.m. at the Emily City Hall.

Clerk Johnson presented the 2023 Annual Clerk/Treasurer Financial Report. The General Fund 2023 beginning balance was \$591,186.90 and the ending balance was \$795,972.32 including investments. The beginning balance for the total of all funds was \$1,082,510.42 and the ending balance was \$1,691,398.51, including \$390,903.82 in investments. The City's outstanding debt at the end of 2023 was \$2,045,061.04, including \$615,061.04 in leases for the fire trucks and SCBAs and \$1,430,000 in bonds for the City Hall improvement, 2014 Road Improvements, and Sewer system. The total for accounts receivable was \$62,780.02 and accounts payable was \$12,666.80. The 2023 Statement of Orders Issued total was \$1,760,878.47. COUNCILMEMBER KOCH MADE THE MOTION TO APPROVE THE 2023 ANNUAL CLERK/TREASURER FINANCIAL REPORT. MAYOR JONES SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.

Clerk Johnson presented the Summary Budget Statement. The 2024 General Fund Budget total for revenues was \$1,525,627 and the total for expenditures balanced at \$1,525,627. The 2024 General Fund Budget is 5% lower than last year. The Property Tax Levy required to fund the budget for all funds was \$1,376,810. COUNCILMEMBER KOCH MADE THE MOTION TO APPROVE THE 2024 SUMMARY BUDGET STATEMENT AND REQUIRED PUBLICATION. MAYOR JONES SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.

MAYOR JONES MADE THE MOTION TO ADOPT RESOLUTION 24-09 ALLOWING ELECTRONIC FUNDS AND WIRE TRANSFERS. COUNCILMEMBER BUTCHER SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.

MAYOR JONES MADE THE MOTION TO MAKE THE ANNUAL EMILY FOOD SHELF DONATION OF \$250 AS INCLUDED IN THE 2024 BUDGET. COUNCILMEMBER BUTCHER SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.

COUNCILMEMBER BUTCHER MADE THE MOTION TO ADOPT RESOLUTION 24-06 APPROVING A LAWFUL GAMBLING PERMIT FOR OVER THE HILLS GANG ATV CLUB TO HOLD A RAFFLE DRAWING ON

OCTOBER 5, 2024 AT THE LOG CABIN BAR WITH NO WAITING PERIOD. COUNCILMEMBER HEMPHILL SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.

COUNCILMEMBER BUTCHER MADE THE MOTION TO ADOPT RESOLUTION 24-10 APPROVING A LAWFUL GAMBLING PERMIT FOR CELEBRATE EMILY DAY COMMITTEE AND APPROVING USE OF CITY PARK, PARADE, AND FIREWORKS FOR EMILY DAY. COUNCILMEMBER HEMPHILL SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.

COUNCILMEMBER HEMPHILL MADE THE MOTION TO ADOPT RESOLUTION 24-13 DECLARING EQUIPMENT OR PROPERTY AS SURPLUS AND AUTHORIZING THE SALE OF THE SAME FOR SALE OF THE OLD CHARTER SCHOOL LOCKERS FOR \$5 EACH. COUNCILMEMBER KOCH SECONDED THE MOTION. Discussion included the lockers were originally from the Crosby-Ironton School District. ROLL CALL VOTE – JONES, BUTCHER, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.

There was a discussion regarding Clerk’s Office issuance of burning permits during business hours. Permittees would need to call the DNR before the permit could be activated. Burning permit applications are also available online. **MAYOR JONES MADE THE MOTION TO APPROVE ISSUING DEPARTMENT OF NATURAL RESOURCES BURNING PERMITS AT THE CITY LEVEL. COUNCILMEMBER HEMPHILL SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.**

The Council discussed a property owner request for the City to lease land at little to no cost for a public use outdoor gun range on County Road 1. The Council has concerns, including regarding insurance liability.

CORRESPONDENCE: Discussion included Crow Wing Power increase to commercial rates, League of Minnesota Cities Insurance Trust Regional Safety Group Program increase in rates, and Ideal Township thank you for letter of support of grant request from Sourcewell for Ideal Township Transfer Station office.


SCHEDULED UPCOMING MEETINGS: The March regular Council Meeting will be held on Wednesday, March 13, 2024 at 6 p.m. in the Emily City Hall due to a township elections conflict. A Public Hearing for annual Fee Schedule Ordinance update will be held on Wednesday, March 13, 2024 at 6 p.m. A Special Council Meeting will be held on Tuesday, February 20, 2024 at 3 p.m. for a field trip to review fire, first response, and police vehicles. A Special Council Meeting is needed to review ordinances for revisions, including for employment of the First Responders on the Fire Department.

COUNCILMEMBER BUTCHER MADE THE MOTION TO ADJOURN THE MEETING AT 7:51 P.M. MAYOR JONES SECONDED THE MOTION. ROLL CALL VOTE – JONES, BUTCHER, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.

Respectfully submitted,

Attest:


Cari Johnson, MCMC, City Clerk/Treasurer


Tracy Jones, Mayor