

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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February 11, 2025

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The Emily City Council met for a regular meeting on Tuesday, February 11, 2025 in the Council Chambers and was called to order by Mayor Tracy Jones at 6:00 p.m. Councilmembers Daniel Brennan, Gerhart Hanson, Andrew Hemphill, and Gregory Koch were present. Tom Pearson, City Attorney, attended remotely. Alex Voit and Mark Maves, S.E.H., City Engineer, and Cari Johnson, City Clerk/Treasurer, were 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 proposed 2025-01 Fee Schedule Ordinance with update to 2025 sewer rates for the annual 3% increase. Mayor Jones requested public comment. No public comment was received. Mayor Jones closed the Public Hearing at 6:01 p.m. and reopened the regular Council Meeting.

**COUNCILMEMBER KOCH MADE THE MOTION TO APPROVE THE AGENDA AS PRESENTED. MAYOR JONES SECONDED THE MOTION. ROLL CALL VOTE – JONES, BRENNAN, 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 14, 2025 Council Meeting, January 14, 2025 EDA Meeting, and July 18, 2024 Special Council Meeting and the Treasurer's Report from January 2025: Checking Beginning Balance \$1,504,955.16 and Ending Balance \$1,355,344.06; Receipts to General fund \$74,486.84, Sewer fund \$19,481.90, Total \$93,968.74; and Claims for Approval: \$302,367.11 including Pine River State Bank checks #62077 to #62148 and automatic withdrawals #330855 to #330862; Investments \$417,087.09; Total Checking/Investments \$1,772,431.15. **COUNCILMEMBER KOCH MADE THE MOTION TO APPROVE THE CONSENT AGENDA. COUNCILMEMBER HANSON SECONDED THE MOTION. ROLL CALL VOTE – JONES, BRENNAN, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.**

PUBLIC FORUM: None.

**SPEAKER:** Steve Stroschein, Crow Wing County (CWC) Highway Department, attended the meeting on behalf of Wayne Dosh to present the bridge reports and bridge maintenance summaries. Stroschein reported on necessary Roosevelt Drive Bridge (L2877) maintenance, including the south wingwalls are shifting (tipping in), flaking rust is present on the lower webs and top of the lower flanges of the bridge beams, and pack rust was found on the exterior beams at the bridge rail connections. CWC recommended patching the holes and sealing the cracks in the bituminous surface over the deck. Dosh requested the City's Engineer provide an engineer's update on the project, including preliminary project costs, by mid-March for the Roosevelt Drive Bridge to be added to CWC's resolution for bridge replacements, which makes the bridge eligible for bridge funding.

Steve Stroschein reported on necessary Emily Dam Bridge (L2878) maintenance. Stroschein reported flaking rust is present on the ends of each bridge beam over the abutments and pier for about two feet. Stroschein reported the bridge seats need to be kept clear of dirt and debris because dirt holds moisture and speeds rusting. Dosh reported the bridge beams could be cleaned and scraped to slow the deterioration, but permits may be required. Stroschein reported minor erosion around the southwest and southeast wingwalls and recommended repair before the erosion gets worse. Stroschein reported some of the trees and brush need to be cleared from the wingwalls and the approach.

Steve Stroschein reported on necessary South Shore Drive Bridge (18515) maintenance, including cracking on the wingwalls needs to be filled and sealed to decrease moisture penetration and to extend the life of the wingwalls. Dosh reported in the past small sink holes were noted on the shoulder of the road over the culvert, but no sink holes

were found during the 2024 inspection. Stroschein reported the shoulders need to be paved directly over the culvert and the shoulders need to be shaped to allow as much runoff as possible.

Steve Stroschein reported the City needs to inform CWC of high water marks for the bridges.

Mark Maves, S.E.H., City Engineer, reported on the preliminary design for the replacement of the Roosevelt Drive Bridge. Maves reported the preliminary designs include constructing the bridge either to the east or to the west of the current bridge. Maves reported the west design is preferred at this time due to the way the approach roadways come in and out from the bridge and the bridge would be significantly shorter in length. Maves reported the east design is not ideal due to reverse curves on the approach roadways coming into and out of the bridge and the longer length of the bridge due to the creek geometry. Both options have similar right-of-way constraints. The City's road right-of-way is farther east than either option. Maves reported it would be difficult to fit the road and bridge into the City's small road right-of-way and it would create a lot of expense for the City, including a much longer bridge and longer approaches would be needed. Maves reported the City would need to discuss both design options, including any acquisition of property, with property owners in order to provide right-of-way. Alex Voit, S.E.H., reported the east option has a longer span and requires more fill. Maves reported the east option could be constructed in 3 to 4 months and believes construction of the west option would be quicker. The Council requested Maves update the designs to include the names of the property owners of the surrounding properties. Maves reported S.E.H. could put an estimated cost together for either bridge/approach design. Maves was not able to provide estimated right-of-way acquisition costs. Maves recommended the City start discussions with the property owner of the property on the west side of the bridge. Maves reported S.E.H. has personnel that could assist with platting and legal descriptions if needed. Maves and Voit will work on very rough estimate construction costs for both options. The City plans to request the City Attorney send a letter to the property owner on the west side to begin discussions.

**MAYOR JONES MADE THE MOTION TO APPROVE THE CONSTRUCTION COST SHARE AGREEMENT WITH THE CITY OF EMILY (CP 18-300-31) FOR THE BITUMINOUS SURFACING OF ROADWAYS UNDER THE JURISDICTION OF CROW WING COUNTY AND THE CITY OF EMILY AND FOR COUNTY STATE AID HIGHWAY (CSAH 1) COST SHARE ELEMENTS (SAP 018-601-022) FOR ESTIMATED TOTAL CITY PROJECT COSTS OF \$158,203.41 AS FOLLOWS:**

- **CONSTRUCTION COSTS FOR RESURFACING PAR WEST AND YELLOW BIRCH LANE - \$150,100.40**
- **CWC FEE OF 3% OF THE CITY'S CONSTRUCTION COSTS TO ADMINISTER THE CONTRACT - \$4,503.01**
- **CONSTRUCTION COSTS FOR CSAH 1 (MANHOLE COVERS) - \$3,600**

**COUNCILMEMBER BRENNAN SECONDED THE MOTION. ROLL CALL VOTE – JONES, BRENNAN, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.** The City Attorney had reviewed and approved the contract. Alex Voit, S.E.H., reported the City already entered into a contract with S.E.H. to cover the design and inspection of the project.

The Council thanked Steve Stroschein, Mark Maves, and Alex Voit for attending the meeting.

**FIRE AND RESCUE DEPARTMENT:** Fire and Rescue Chief Blair Mileski reported 10 calls, 8 EMS calls and 2 fire calls, for the department in January. Mileski reported the CWC Sheriff's Office put on Armer radio training for the entire department. All trucks, equipment, and SCBAs were checked.

**COUNCILMEMBER HEMPHILL MADE THE MOTION TO APPROVE THE MOBILE HEALTH SERVICES QUOTE FOR 25 BASIC ANNUAL PHYSICAL TESTS FOR TOTAL OF \$2,270. COUNCILMEMBER KOCH SECONDED THE MOTION. ROLL CALL VOTE – JONES, BRENNAN, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.**

**COUNCILMEMBER HANSON MADE THE MOTION TO APPROVE KALE JONES TRAINING AT CRMC FOR EMT FULL COURSE FOR \$1,500 WITH 50% DOWN PAYMENT. COUNCILMEMBER HEMPHILL SECONDED THE MOTION. ROLL CALL VOTE – JONES, BRENNAN, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.**

**COUNCILMEMBER KOCH MADE THE MOTION TO ADOPT RESOLUTION 25-10, AMENDED, ESTABLISHING THE SIZE AND COMPOSITION OF THE EMILY FIRE AND RESCUE DEPARTMENT WITH CLARIFICATION OF REPRESENTATION OF DEPARTMENT MEMBERS ON THE EXECUTIVE REVIEW BOARD. MAYOR JONES SECONDED THE MOTION. ROLL CALL VOTE – JONES, BRENNAN, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.**

**COUNCILMEMBER BRENNAN MADE THE MOTION TO APPOINT ANDY MORITZ, BRIAN FOSTER, AND JOSH ROOKER AS FIRE CAPTAINS PER THE RECOMMENDATION OF CHIEF MILESKEI. COUNCILMEMBER HEMPHILL SECONDED THE MOTION. ROLL CALL VOTE – JONES, BRENNAN, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.**

**COUNCILMEMBER HEMPHILL MADE THE MOTION TO APPOINT BRYCE BUTCHER AS TRAINING OFFICER PER THE RECOMMENDATION OF CHIEF MILESKEI. COUNCILMEMBER BRENNAN SECONDED THE MOTION. ROLL CALL VOTE – JONES, BRENNAN, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.**

**MAYOR JONES MADE THE MOTION TO ACCEPT THE RESIGNATION OF JON CHMIELECKI EFFECTIVE FEBRUARY 3, 2025 PER THE RECOMMENDATION OF CHIEF MILESKEI WITH NO REQUIRED REPAYMENT OF FIRE TRAINING. COUNCILMEMBER HEMPHILL SECONDED THE MOTION. ROLL CALL VOTE – JONES, BRENNAN, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.** The Council thanked Jon Chmielecki for his 13 years of service.

**MAYOR JONES MADE THE MOTION TO ADOPT RESOLUTION 25-12 ACCEPTING DONATION TO THE CITY OF \$4,000 FROM THE OUTING CHAMBER OF COMMERCE TO THE FIRST RESPONSE UNIT EQUIPMENT FUND. COUNCILMEMBER HEMPHILL SECONDED THE MOTION. ROLL CALL VOTE – JONES, BRENNAN, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.**

**LAW ENFORCEMENT: MAYOR JONES MADE THE MOTION TO APPROVE INSTALLATION OF ONE FLOCK SAFETY AUTOMATIC LICENSE PLATE READER SYSTEM NEAR THE DNR'S EMILY BOAT ACCESS ON STATE HIGHWAY 6 FOR APPROXIMATELY \$3,650 USING PUBLIC SAFETY AID FUNDS (WITH APPROXIMATELY \$2,500 TO \$3,000 PER SYSTEM ANNUALLY). COUNCILMEMBER HANSON SECONDED THE MOTION.** Discussion included the Council will try the system for one year and CWC reports fourteen systems are planned to be installed. **ROLL CALL VOTE – JONES, BRENNAN, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.** **COUNCILMEMBER KOCH MADE THE MOTION TO ADOPT RESOLUTION 25-11 REGARDING AMENDED PUBLIC SAFETY AID USE WITH UPDATED AMOUNTS, INCLUDING \$3,811 FOR ONE FLOCK SECURITY SYSTEM. COUNCILMEMBER HANSON SECONDED THE MOTION. ROLL CALL VOTE – JONES, BRENNAN, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.** Sheriff Deputy Nick Davis reported the Flock Safety system notifies dispatch instantaneously. Davis reported on the types of system alerts, including amber alters and missing/abducted people alerts. Davis will request the Sheriff's Office to report to the City after one year regarding how useful the system has been.

**WASTEWATER:** Wastewater Operator Lee Bundy will provide quotes for a 15 hp pump for the second annual liftstation purchase. Bundy reported he will keep inspecting the grinder station at 40111 Hite Lane to determine if it needs to be upgraded from a 60 gallon wet well to a 500 gallon pump tank with larger grinder pumps.

**PLANNING & ZONING:** The Planning Commission appointed Patrick Rheume as Chairperson and David Johnson as Vice Chairperson. Chairperson Rheume reported the City Attorney is updating the Northern Lights Conditional Use Permit for review by the Planning Commission at their next meeting. Rheume reported the Planning Commission discussed the Council's request for revision of the permit application process to include pictures be taken of any adjacent City road to the property during the permit application process and after the permitted project is complete. Rheume reported the Planning Commission did not come up with a good solution.

Rheume reported the Planning Commission recommended waiving the after-the-fact permit fee of \$2,600 (\$260 permit fee times 10) for an unpermitted septic system installation and only charge the permit fee of \$260. Rheume reported the septic system was installed by the contractor without a permit. Rheume reported the property owner believed the contractor was obtaining the permit and the property owner has been very responsive. **COUNCILMEMBER KOCH MADE THE MOTION TO NOT WAIVE THE AFTER-THE-FACT PERMIT FEE OF \$2,600 FOR AN UNPERMITTED SUBSURFACE SEPTIC SYSTEM INSTALLATION FOR 40107 EAST EMILY DRIVE, PID 21260571, PROPERTY OWNER BRIAN RONAYNE, AND CHARGE 50% OF THE AFTER-THE-FACT PERMIT FEE. COUNCILMEMBER HANSON SECONDED THE MOTION.** Discussion included installation of an unpermitted subsurface septic system is a serious issue, especially in Emily with the many lakes and wells. Discussion also included the property owner was aware that permits are required and obtaining permits is the responsibility of property owners. The Council does not want to set a precedent for allowing unpermitted septic system installations. The property owner reported the contractor did not notify him that obtaining the permit was the property owner's responsibility or state that the contractor would be responsible for the permit. The property owner paid \$260 for the permit to date, so the Council approved deducting \$260 from the 50% total. **ROLL CALL VOTE –**

**JONES, BRENNAN, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED. COUNCILMEMBER KOCH MADE THE MOTION TO NOTIFY THE CONTRACTOR THAT WORK MUST NOT BEGIN WITHOUT VERIFYING EACH PROPERTY OWNER HAS OBTAINED A PERMIT. MAYOR JONES SECONDED THE MOTION. Discussion included posting notification of the requirement for permits on the website. ROLL CALL VOTE – JONES, BRENNAN, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.**

S.E.H provided map data files to Widseth to use for update of the Emily Zoning Map. Widseth is working on the Zoning Map update.

Sourcewell educational and training sessions include a Land Use Essentials seminar and Open Meeting Law and Data Practices training. The Council tabled the sessions until the next meeting to determine interest.

**ATTORNEY:** The Council discussed the long term nuisance property located at 39945 West Trout Avenue with Ordinance 91.18 (O) and 91.20 violations. James Sperry, property owner, attended the meeting as requested. City Attorney Tom Pearson verified with Sperry that Sperry has received notices on zoning violations on his property. Sperry reported after receiving a camper violation notice his friend moved out of the camper on the property. Sperry stated the property will be cleaned up by a deadline of April 15, 2025. Sperry gave permission for a City inspector to meet with Sperry and go onto Sperry's property after the April 15, 2025 deadline to inspect the property and verify compliance. Pearson requested the Council accept Sperry's proposal. **COUNCILMEMBER KOCH MADE THE MOTION TO PROVIDE A COUNCIL DEADLINE OF APRIL 15, 2025 FOR JAMES SPERRY TO CLEAN UP HIS PROPERTY, 39945 WEST TROUT AVENUE, AND FOR THE CITY INSPECTOR TO COORDINATE AN INSPECTION OF THE PROPERTY WITH JAMES SPERRY TO VERIFY COMPLIANCE AT THAT TIME. MAYOR JONES SECONDED THE MOTION. ROLL CALL VOTE – JONES, BRENNAN, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.**

City Attorney Tom Pearson reviewed the proposed Sourcewell Shared Services Agreement for community development services. Pearson also reviewed notes provided by Chris Smith, League of Minnesota Cities. Sourcewell's legal team is reviewing the City's requested agreement as amended. The Council tabled the agreement until the next meeting to provide time for Sourcewell's review.

**ROADS: MAYOR JONES MADE THE MOTION TO REQUEST QUOTES FOR DUST CONTROL FOR 9,500 GALLONS OF MAGNESIUM OR CALCIUM CHLORIDE. COUNCILMEMBER KOCH SECONDED THE MOTION. ROLL CALL VOTE – JONES, BRENNAN, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.**

**MAINTENANCE:** Maintenance Supervisor Brian Foster reported plowing and sanding roads and general maintenance.

**CITY HALL:** The Council reviewed the quotes for replacing outdoor building lighting with LED fixtures. The quotes are not comparable because they do not include the same number of lights. The Council tabled the quotes until the same number of lights are included in both.

**CEMETERY:** No report.

**PARKS:** The Park Commission made the determination that the available Department of Natural Resources (DNR) grants would not work for the City's planned Phase 2 project this year. Liaison Koch reported the Park Commission will research grant opportunities to assist with the planned project.

**LIBRARY:** No report.

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

**MAYOR JONES MADE THE MOTION TO APPROVE EMPLOYEE ATTENDANCE OF SAFETY AND LOSS CONTROL WORKSHOPS ON APRIL 3 IN ST. CLOUD WITH ADMINISTRATIVE AND MAINTENANCE PERSONNEL FOR \$20 PER PERSON PLUS REIMBURSEMENT OF MILEAGE. COUNCILMEMBER KOCH**

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

EMILY WATERS: No report.

ECONOMIC DEVELOPMENT: The Council discussed the Economic Development Authority's (EDA) plan to develop topics for meetings between one to two EDA members and local businesses with the first meeting planned for April.

**CODIFICATION: COUNCILMEMBER KOCH MADE THE MOTION TO ADOPT 2025-01 FEE SCHEDULE ORDINANCE AS PRESENTED. MAYOR JONES SECONDED THE MOTION. ROLL CALL VOTE – JONES, BRENNAN, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED. MAYOR JONES MADE THE MOTION TO APPROVE THE SUMMARY OF 2025-01 FEE SCHEDULE ORDINANCE FOR PUBLICATION. COUNCILMEMBER KOCH SECONDED THE MOTION. ROLL CALL VOTE – JONES, BRENNAN, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.**

**125<sup>TH</sup> ANNIVERSARY: COUNCILMEMBER KOCH MADE THE MOTION TO APPROVE THE AMENDED COUNCIL 125<sup>TH</sup> ANNIVERSARY COMMITTEE GUIDELINES AS PRESENTED. COUNCILMEMBER HEMPHILL SECONDED THE MOTION. ROLL CALL VOTE – JONES, BRENNAN, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.**

The Council reviewed the City of Emily 125<sup>th</sup> Anniversary logo developed by Crosby-Ironton Courier. The Celebrate Emily Day Committee is working on a streetlight banner design for the 125<sup>th</sup> Anniversary. Ten banners would be needed.

The Council reviewed all submissions of proposed ideas for the Emily 125<sup>th</sup> Anniversary celebration. Additional ideas include a car show and pickleball tournament. The Council requested development of a list of all submissions for Council review before the next Council Meeting. The list needs to include whether volunteers are willing to complete the idea or not. The budget for the event with expenses to date will also be provided.

Kathy Hachey and Jan Mosman, GoNorthMN, attended the meeting in person and remotely to present GoNorthMN's ideas for the celebration. Hachey and Mosman reported on GoNorthMN's proposed Emily Day events for a total of \$2,000 with volunteers available.

Kathy Hachey and Jan Mosman reported on GoNorthMN's preference for more permanent 125<sup>th</sup> Anniversary items. Hachey reported grants are available, but applications for the next IRRRB culture and tourism grant open on July 1, 2025. The grant would require matching funds from the City. GoNorthMN proposed installation of a decorative fence around the City's Public Parking Lot to direct foot traffic to crosswalks and a veterans bench and pergola in the northeast corner of the Public Parking Lot including wayfinding, historical, and natural elements. Hachey reported the historical element would celebrate 125 years of Emily. Mosman reported the fence would be a safety measure and could be removed in the winter. Mosman reported a community project would be completed to add decorative fish to the fence. The Council had concerns regarding items installed or constructed within State and County road rights-of-way. Hachey reported the proposal includes upgrading GoNorthMN's historic downtown post office and log cabin with electricity, but the buildings are not on City property. Mosman reported the buildings are historic Emily buildings. Hachey reported GoNorthMN would like to have vendors and historic photo panels in the log cabin and the old post office is used as a museum. Mosman reported the City's costs outside of the matching grant for the Public Parking Lot project would be restriping and ongoing replanting for the natural element. Mosman reported the project could be completed by Emily Day, but the City would be required to pay the full cost with no grant funds due to the grant application timeframe. Mosman and Councilmember Hanson will meet to review the Public Parking Lot.

UNFINISHED BUSINESS: Rick Sandri, North Star Manganese (NSM), provided a report. Sandri reported NSM continued its work on engineering and process optimization to advance towards a Scoping Study/Preliminary Economic Assessment and the work will continue into 2025. Sandri reported University of Minnesota professors and graduate students visited the site and took samples from the recent and historic drilling for mineralogical characterization of the Emily iron formation in conjunction with a doctoral thesis in geology. The site was also visited by staff members from Minnesota Geological Survey who took samples for age dating and analysis. Sandri reported NSM is planning some winter related environmental activities associated with the removal of drilling pipe from the previous drilling program. Sandri reported this work is being done in conjunction with the DNR and is

expected to be conducted in the next month. NSM continued its discussions with the DNR on its mineral lease applications on certain State mineral lands in the Emily area. Sandri reported this activity will be ongoing in 2025.

**NEW BUSINESS:** Clerk Johnson presented the 2024 Annual Clerk/Treasurer Financial Report. The General Fund 2024 beginning balance was \$677,672.47 and the ending balance was \$888,673.23 including investments. The beginning balance for the total of all funds was \$1,300,494.69 and the ending balance was \$1,902,928.27, including \$409,831.58 in investments. The 2024 net income of the Sewer Fund was \$81,268.97. The Sewer Fund 2024 beginning balance was \$102,531.58 and the ending balance was \$106,750.61. The City's outstanding debt at the end of 2024 was \$1,842,682.25, including \$1,295,000 in bonds for the City Hall improvement, 2014 Road Improvements, and Sewer system and \$547,682.25 in leases for the fire trucks and SCBAs. The total for accounts receivable was \$72,463.56 and accounts payable was \$27,028.65. The 2024 Statement of Orders Issued total was \$1,837,996.24. **MAYOR JONES MADE THE MOTION TO APPROVE THE 2024 ANNUAL CLERK/TREASURER FINANCIAL REPORT. COUNCILMEMBER KOCH SECONDED THE MOTION. ROLL CALL VOTE – JONES, BRENNAN, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.**

The Summary Budget Statement included 2025 General Fund Budget total for revenues was \$1,604,908 and the total for expenditures balanced at \$1,604,908. The 2025 Property Tax Levy required to fund the budget for all funds was \$1,445,651. **MAYOR JONES MADE THE MOTION TO APPROVE THE 2025 SUMMARY BUDGET STATEMENT AND REQUIRED PUBLICATION. COUNCILMEMBER BRENNAN SECONDED THE MOTION. ROLL CALL VOTE – JONES, BRENNAN, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.**

**MAYOR JONES MADE THE MOTION TO APPROVE WAIVING THE LAND USE PERMIT FEE FOR THE EMILY EMERGENCY FOOD SHELF LAND USE PERMIT APPLICATION TO MAKE CHANGES TO A LEASED CITY BUILDING AND PROPERTY. COUNCILMEMBER KOCH SECONDED THE MOTION. ROLL CALL VOTE – JONES, BRENNAN, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.**

The Council discussed the Emily Emergency Food Shelf's request to enclose the drive through awning for dry/cold storage at the City's building and to replace the sign with a new 4X6 sign in the same location on City property. The Planning and Zoning Administrator reports both requests comply with zoning code/setbacks. The Emily Emergency Food Shelf leases the building and property from the City. **COUNCILMEMBER HEMPHILL MADE THE MOTION FOR THE CITY TO ALLOW THE EMILY EMERGENCY FOOD SHELF TO ENCLOSE THE DRIVE THROUGH AWNING OF THE LEASED CITY BUILDING AND REPLACE THE SIGN WITH A NEW 4X6 SIGN IN THE SAME LOCATION. MAYOR JONES SECONDED THE MOTION. ROLL CALL VOTE – JONES, BRENNAN, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.**

Cindy Miller, Chairperson, and John Ryder, Secretary, Emily Emergency Food Shelf, requested the Council meet with Emily Emergency Food Shelf board members to review the current lease agreement with the City. The cost for the current lease is \$1 per year. Miller and Ryder discussed building maintenance costs. Councilmembers Hanson and Hemphill will meet with the Emily Emergency Food Shelf board members to review the lease agreement. The Council requested an annual update on the number of families served by the Emily Emergency Food Shelf.

**CORRESPONDENCE:** Discussion included Sourcewell regarding 2025-26 Impact Funding application timeline changing to open in the late summer. Discussion also included Vertical Bridge regarding closing on the Verizon cell tower giving Vertical Bridge exclusive rights to lease, operate, and manage Emily's cell tower site. Vertical Bridge reports Verizon will continue to make payments under the lease until the transition is finalized and Vertical Bridge takes over the payments directly.

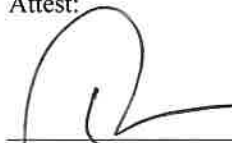
**SCHEDULED UPCOMING MEETINGS:** None.

**COUNCILMEMBER KOCH MADE THE MOTION TO ADJOURN THE MEETING AT 8:08 P.M. COUNCILMEMBER HEMPHILL SECONDED THE MOTION. ROLL CALL VOTE – JONES, BRENNAN, HANSON, HEMPHILL, AND KOCH VOTED AYE. THE MOTION CARRIED.**

Respectfully submitted,

  
Carl Johnson, MCMC, City Clerk/Treasurer

Attest:

  
Tracy Jones, Mayor