

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

March 11, 2025

The Emily City Council met for a regular meeting on Tuesday, March 11, 2025 in the Council Chambers and was called to order by Mayor Tracy Jones at 6:02 p.m. Councilmembers Daniel Brennan, Gerhart Hanson, and Andrew Hemphill were present and Gregory Koch was absent. Cari Johnson, City Clerk/Treasurer, was present.

The Pledge of Allegiance was recited.

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

Mayor Jones requested a motion of approval of the Consent Agenda including meeting minutes of the February 11, 2025 Council Meeting, December 10, 2024 Council Meeting, December 18, 2024 Special Meeting, October 8, 2024 Council Meeting, September 10, 2024 Council Meeting, August 12, 2024 Council Meeting, July 23, 2024 Council Workshop, January 29, 2025 Special Meeting, and January 23, 2025 Special Meeting and the Treasurer's Report from February 2025: Checking Beginning Balance \$1,355,344.06 and Ending Balance \$1,225,779.04; Receipts to General fund \$9,866.05, Sewer fund \$2,543.69, Total \$12,409.74; and Claims for Approval: \$57,742.90 including Pine River State Bank checks #62149 to #62203 and automatic withdrawals #330863 to #330868; Investments \$418,362.41; Total Checking/Investments \$1,644,141.45. **COUNCILMEMBER HANSON MADE THE MOTION TO APPROVE THE CONSENT AGENDA. COUNCILMEMBER BRENNAN SECONDED THE MOTION. ROLL CALL VOTE – JONES, BRENNAN, HANSON, AND HEMPHILL VOTED AYE. THE MOTION CARRIED.**

PUBLIC FORUM: Peter and Pam Graves, Crosslake, thanked the Council for the new outdoor pickleball courts, the availability of the indoor pickleball court, and the importance of the courts for community health and exercise. Graves stated support of the Hall gymnasium flooring being repaired or replaced. Graves reported there is a large group of people that would financially support replacement of the flooring and offered assistance in fundraising efforts.

FIRE AND RESCUE DEPARTMENT: Fire and Rescue Chief Blair Mileski reported 5 calls, 4 EMS calls and 1 fire call, for the department in February. Mileski reported EMS members attended CRMC training and fire suppression operations members attended SCBA training. Mileski reported attending or planning to attend the following: Minnesota State Fire Marshal Fire Chief Boot Camp training, Minnesota State Fire Chiefs Association Fire Officer and Training Officer School, and Crow Wing County Fire Chiefs meeting. Mileski reported attending the Crow Wing County Emergency Services meeting with Assistant Chief for EMS Davis. Mileski reported working on revision of the Standard Operating Procedures with department officers and the plan to present proposed revisions to the Council next month. Mileski discussed the need for cross-training between firefighters and EMS members and residence requirements for department members.

COUNCILMEMBER HEMPHILL MADE THE MOTION TO APPROVE THE FIRE SUPPRESSION OPERATIONS PROTECTION CONTRACT RATE INCREASE FROM 2.874% TO 3.06361% AND EMERGENCY MEDICAL SERVICES PROTECTION CONTRACT RATE INCREASE FROM .51838% TO .55505% FOR A TOTAL RATE INCREASE FROM 3.39238% TO 3.61866%. COUNCILMEMBER HANSON SECONDED THE MOTION. ROLL CALL VOTE – JONES, BRENNAN, HANSON, AND HEMPHILL VOTED AYE. THE MOTION CARRIED.

COUNCILMEMBER HEMPHILL MADE THE MOTION TO APPROVE NAK MACHINING & REPAIR TO REPAIR EMERGENCY LIGHTING FOR THE POLARIS RANGER SIDE X SIDE FOR \$1,629. COUNCILMEMBER BRENNAN SECONDED THE MOTION. ROLL CALL VOTE – JONES, BRENNAN, HANSON, AND HEMPHILL VOTED AYE. THE MOTION CARRIED.

MAYOR JONES MADE THE MOTION TO POST FOR HIRING FIRE AND RESCUE DEPARTMENT MEMBERS. COUNCILMEMBER BRENNAN SECONDED THE MOTION. Discussion included members willing to cross train are preferred. **ROLL CALL VOTE – JONES, BRENNAN, HANSON, AND HEMPHILL VOTED AYE. THE MOTION CARRIED.**

LAW ENFORCEMENT: The Crow Wing County Sheriff's Office reported the Flock Safety automatic license plate reader system contract will be discussed by the County Board today. Flock Safety will start the permitting process if the contract is signed.

WASTEWATER: No report.

ATTORNEY: MAYOR JONES MADE THE MOTION TO APPROVE THE SOURCEWELL SHARED SERVICES AGREEMENT FOR COMMUNITY DEVELOPMENT SERVICES AS REVISED BY SOURCEWELL WITH FEE REMAINING AT \$55 PER HOUR FOR 2025 AND INCREASING BY \$5 PER HOUR ANNUALLY DURING THE TERM OF THE AGREEMENT, PENDING CITY ATTORNEY REVIEW. COUNCILMEMBER BRENNAN SECONDED THE MOTION. ROLL CALL VOTE – JONES, BRENNAN, HANSON, AND HEMPHILL VOTED AYE. THE MOTION CARRIED.

ROADS: The Council reviewed dust control quotes. **MAYOR JONES MADE THE MOTION TO APPROVE RENTAL OF A STREET SWEEPING BROOM FROM RDO EQUIPMENT FOR UP TO 2 WEEKS AT A RATE OF \$1,638 PER WEEK FOR AN ESTIMATED TOTAL OF \$3,276. COUNCILMEMBER HEMPHILL SECONDED THE MOTION. ROLL CALL VOTE – JONES, BRENNAN, HANSON, AND HEMPHILL VOTED AYE. THE MOTION CARRIED.**

Alex Voit and Mark Maves, S.E.H., City Engineer, developed updated preliminary plans for replacement of the Roosevelt Drive Bridge with west and east side options and included property owner names. The estimated cost for replacement of the bridge on the west side (option 1) of the current bridge is \$978,840 and on the east side (option 2) is \$1,200,227. The estimated cost of the approach on the west side is \$111,705 and on the east side is \$149,309. The cost of the approach would need to be paid by the City. The total estimated cost for the west side is \$1,090,545 and for the east side is \$1,349,536. Crow Wing County (CWC) had requested an engineer's update on the Roosevelt Drive Bridge replacement project, including preliminary project costs, in order to add the bridge to CWC's resolution for bridge replacements for funding eligibility.

COUNCILMEMBER HEMPHILL MADE THE MOTION TO HIRE CORBIN EXCAVATING FOR DUST CONTROL FOR APPLICATION OF UP TO 10,000 GALLONS OF MAGNESIUM CHLORIDE AT \$1.30 PER GALLON FOR A TOTAL OF \$13,000. COUNCILMEMBER BRENNAN SECONDED THE MOTION. ROLL CALL VOTE – JONES, BRENNAN, HANSON, AND HEMPHILL VOTED AYE. THE MOTION CARRIED.

PLANNING & ZONING: Chair Patrick Rheame reported the Planning Commission recommended Council approval of the final draft of the Conditional Use Permit for Northern Lights Over Roosevelt Lake Homeowner's Association. The Land Use Ordinance Subcommittee worked on development of a variance application form, will develop a definition of front and back yards, worked on appropriate placement of sheds, and discussed permit fees and the septic inspection requirement.

MAYOR JONES MADE THE MOTION TO APPROVE THE FINAL DRAFT OF THE CONDITIONAL USE PERMIT FOR NORTHERN LIGHTS OVER ROOSEVELT LAKE HOMEOWNER'S ASSOCIATION AS RECOMMENDED BY THE PLANNING COMMISSION. COUNCILMEMBER BRENNAN SECONDED THE MOTION. ROLL CALL VOTE – JONES, BRENNAN, HANSON, AND HEMPHILL VOTED AYE. THE MOTION CARRIED.

MAYOR JONES MADE THE MOTION TO APPROVE PLANNING COMMISSION MEMBERS TO ATTEND THE FOLLOWING SOURCEWELL EDUCATIONAL OR TRAINING OPPORTUNITIES WITH MILEAGE REIMBURSEMENT: LAND USE ESSENTIALS SEMINAR ON THURSDAY, MARCH 27 IN STAPLES AND OPEN MEETING LAW AND DATA PRACTICES TRAINING ON THURSDAY, APRIL 3 IN CROSSLAKE. COUNCILMEMBER HANSON SECONDED THE MOTION. ROLL CALL VOTE – JONES, BRENNAN, HANSON, AND HEMPHILL VOTED AYE. THE MOTION CARRIED.

MAINTENANCE: Maintenance Supervisor Brian Foster reported plowing and sanding roads, cutting and removing trees, moving snow, working on water problems, and general maintenance.

CITY HALL: Replacement of outdoor building lights are planned to be included in a Sourcewell Impact Funds Grant application to be submitted in late summer.

MAYOR JONES MADE THE MOTION TO APPROVE A LETTER OF INTENT TO CANON FINANCIAL TO CANCEL THE CURRENT CANON COPIER LEASE IN 60 DAYS. COUNCILMEMBER HEMPHILL SECONDED THE MOTION. ROLL CALL VOTE – JONES, BRENNAN, HANSON, AND HEMPHILL VOTED AYE. THE MOTION CARRIED.

The Council reviewed bids for a copier lease. **COUNCILMEMBER HEMPHILL MADE THE MOTION TO CONTRACT WITH THE OFFICE SHOP FOR A 60 MONTH CANON COPIER LEASE AT STATE CONTRACT PRICING OF \$149.28 PER MONTH, COLOR PRINTS \$.0504, BLACK AND WHITE PRINTS \$.0064, AND ULTIMATE SERVICE MAINTENANCE AGREEMENT INCLUDING ALL PARTS, SUPPLIES, REPAIR, AND LABOR. MAYOR JONES SECONDED THE MOTION. ROLL CALL VOTE – JONES, BRENNAN, HANSON, AND HEMPHILL VOTED AYE. THE MOTION CARRIED.**

CEMETERY: Liaison Hanson reported one cremation burial: Ruby Iverson.

PARKS: MAYOR JONES MADE THE MOTION TO ADOPT RESOLUTION 25-16 APPROVING USE OF CITY PARK FOR THE BICYCLE ALLIANCE OF MINNESOTA ORGANIZATION TO USE EMILY AS A HOST SITE FOR THE BICYCLING AROUND MINNESOTA TOUR, DESIGNATION OF DOWNTOWN CITY PARK AS A CAMPSITE FOR ONE NIGHT FOR TOUR PARTICIPANTS AND ORGANIZERS, AND USE OF DOWNTOWN CITY PARK AS A STAGING AREA. COUNCILMEMBER HEMPHILL SECONDED THE MOTION. Discussion included the plan is for Emily to host the tour on Friday, August 22. ROLL CALL VOTE – JONES, BRENNAN, HANSON, AND HEMPHILL VOTED AYE. THE MOTION CARRIED.

LIBRARY: MAYOR JONES MADE THE MOTION TO ADOPT RESOLUTION 25-13 ACCEPTING DONATION TO THE CITY OF TWO ROTOR BOOK DISPLAYS FROM OUTING VOLUNTEER LIBRARY TO THE CITY OF EMILY PUBLIC LIBRARY. COUNCILMEMBER BRENNAN SECONDED THE MOTION. ROLL CALL VOTE – JONES, BRENNAN, HANSON, AND HEMPHILL VOTED AYE. THE MOTION CARRIED.

MAYOR JONES MADE THE MOTION TO APPROVE THE OUTREACH PROGRAM BLA TO OPERATE A FREE “IF YOU NEED ONE, TAKE ONE” FOOD CART SERVICE IN THE CITY OF EMILY PUBLIC LIBRARY WITH A FOOD CART AND FOOD PROVIDED BY THE PROGRAM AND RESTOCKING BY THE LIBRARIAN AS A VOLUNTEER. COUNCILMEMBER HEMPHILL SECONDED THE MOTION. ROLL CALL VOTE – JONES, BRENNAN, HANSON, AND HEMPHILL VOTED AYE. THE MOTION CARRIED.

PERSONNEL: MAYOR JONES MADE THE MOTION TO APPROVE DEPUTY CLERK AMY PROKOTT’S ATTENDANCE OF THE 2025 YEAR THREE MINNESOTA MUNICIPAL CLERKS INSTITUTE IN BROOKLYN CENTER MAY 5 THROUGH MAY 9 AT THE COST OF UP TO \$640 FOR REGISTRATION, 5 NIGHTS IN HOTEL NOT TO EXCEED \$800, AND REIMBURSEMENT OF MILEAGE, PARKING, AND MEALS. COUNCILMEMBER BRENNAN SECONDED THE MOTION. ROLL CALL VOTE – JONES, BRENNAN, HANSON, AND HEMPHILL VOTED AYE. THE MOTION CARRIED.

EMILY WATERS: COUNCILMEMBER HEMPHILL MADE THE MOTION TO APPROVE THE FOLLOWING APPLICANTS AS MEMBERS OF THE 2025 EMILY WATERS COMMITTEE: JEAN MCLEOD, DOUGLAS NORSTROM, AND JAN MOSMAN. MAYOR JONES SECONDED THE MOTION. ROLL CALL VOTE – JONES, HANSON, AND HEMPHILL VOTED AYE. BRENNAN ABSTAINED. THE MOTION PASSED.

ECONOMIC DEVELOPMENT: All local Emily business owners will be invited to attend an informal open meeting with two EDA members on Wednesday, April 2 at 6 p.m. at the Emily City Hall to discuss local business needs, concerns, and ideas for economic growth.

CODIFICATION: No report.

125TH ANNIVERSARY: An updated design for the planned streetlight banners is being developed. The Council reviewed the submissions of proposed ideas for the Emily 125th Anniversary celebration. A possible pickleball tournament was discussed. The list of proposed ideas was tabled until the next Council Meeting.

GoNorthMn withdrew their Emily Day proposals and plan to bring project ideas that will benefit the City’s businesses and residents and honor local history when funds become available.

MAYOR JONES MADE THE MOTION TO APPROVE THE CITY'S USE OF THE CITY OF EMILY 125TH ANNIVERSARY LOGO DEVELOPED BY CROSBY-IRONTON COURIER. COUNCILMEMBER HEMPHILL SECONDED THE MOTION. Discussion included the logo will be used for City letterhead, the website, and for the 125th Anniversary event. **ROLL CALL VOTE – JONES, BRENNAN, HANSON, AND HEMPHILL VOTED AYE. THE MOTION CARRIED.**

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 (PEA), being conducted by Forte Dynamics. Sandri reported Forte's results from the geotechnical testing associated with the PEA confirmed that underground mining is the most effective approach for the future extraction of manganese minerals from the Emily manganese deposit. Sandri reported Forte selected cut-and-fill underground mining as the optimal approach. Cut-and-fill underground mining involves mining ore in horizontal slices and subsequently filling the voids with paste or cemented backfill material to allow additional extraction. Cut and fill is extremely selective by targeting high ore extraction, low ore dilution, and the ability to reuse waste rock or tailings as backfill, thereby reducing the surface area of the operation. Sandri reported using this approach, based on a 10% manganese cut-off grade, Forte calculated approximately 88% of the estimated mineral resources are minable and recoverable, with approximately 89% of the contained manganese. Forte reports further work may optimize the cost-recovery-cutoff profile. Sandri reported work on the PEA will continue into mid-2025 and results will be reported in Electric Metals' Press releases. Sandri reported NSM also conducted some winter-related environmental activities associated with removal of remaining drilling pipe from the previous drilling program. A second program is planned for later in the year to remove three remaining drill pipes. This work was undertaken in conjunction with the DNR. 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.

Councilmembers Hanson and Hemphill met with Emily Emergency Food Shelf representatives to discuss the ongoing Emily Emergency Food Shelf Lease Agreement. Discussion included building ownership, food distribution practices, resource center, potential improvements to the building, possibly budgeting annually for major building improvements, question of grant opportunities, and possibly holding a Special Meeting with the representatives in the fall.

NEW BUSINESS: MAYOR JONES MADE THE MOTION TO APPROVE THE 2024 SUMMARY FINANCIAL REPORT FOR PUBLICATION. COUNCILMEMBER BRENNAN SECONDED THE MOTION. ROLL CALL VOTE – JONES, BRENNAN, HANSON, AND HEMPHILL VOTED AYE. THE MOTION CARRIED.

MAYOR JONES MADE THE MOTION TO ADOPT RESOLUTION 25-14 APPROVING A LAWFUL GAMBLING PERMIT FOR THE LAKERS LIONS OF EMILY, OUTING & FIFTY LAKES TO HOLD A RAFFLE DRAWING AT THE PICKLED LOON SALOON OF EMILY ON SATURDAY, AUGUST 16, 2025 WITH NO WAITING PERIOD. COUNCILMEMBER HEMPHILL SECONDED THE MOTION. ROLL CALL VOTE – JONES, BRENNAN, HANSON, AND HEMPHILL VOTED AYE. THE MOTION CARRIED.

MAYOR JONES MADE THE MOTION TO ADOPT RESOLUTION 25-15 APPROVING A LAWFUL GAMBLING PERMIT FOR OVER THE HILLS GANG ATV CLUB TO HOLD A RAFFLE DRAWING ON OCTOBER 4, 2025 AT THE LOG CABIN BAR WITH NO WAITING PERIOD. COUNCILMEMBER HEMPHILL SECONDED THE MOTION. ROLL CALL VOTE – JONES, BRENNAN, HANSON, AND HEMPHILL VOTED AYE. THE MOTION CARRIED.

COUNCILMEMBER HEMPHILL MADE THE MOTION TO DONATE \$250 TO THE EMILY FOOD SHELF AS BUDGETED. COUNCILMEMBER HANSON SECONDED THE MOTION. ROLL CALL VOTE – JONES, BRENNAN, HANSON, AND HEMPHILL VOTED AYE. THE MOTION CARRIED.

MAYOR JONES MADE THE MOTION TO DONATE \$100 TO THE CROW WING COUNTY HISTORICAL SOCIETY AS BUDGETED. COUNCILMEMBER HEMPHILL SECONDED THE MOTION. ROLL CALL VOTE – JONES, BRENNAN, HANSON, AND HEMPHILL VOTED AYE. THE MOTION CARRIED.

CORRESPONDENCE: Discussion included Crow Wing County regarding sealed bid auction for timber appraisals and Minnesota Paid Leave regarding launch in 2026 and the premium rate will be 0.88%. The premium rate is a percentage of an employee's wages that will be paid by the employee and their employer to fund the program.

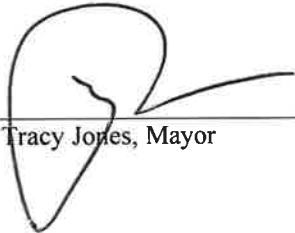
SCHEDULED UPCOMING MEETINGS: Road Committee Meeting on Friday, March 14 at 2 p.m. at the City Hall with Roosevelt Drive Bridge site visit. Informal open meeting with local Emily business owners and two EDA members on Wednesday, April 2 at 6 p.m. at the City Hall.

MAYOR JONES MADE THE MOTION TO ADJOURN THE MEETING AT 7:30 P.M. COUNCILMEMBER HEMPHILL SECONDED THE MOTION. ROLL CALL VOTE – JONES, BRENNAN, HANSON, AND HEMPHILL VOTED AYE. THE MOTION CARRIED.

Respectfully submitted,

Attest:


Cari Johnson, MCMC, City Clerk/Treasurer


Tracy Jones, Mayor