**Council Members Present:** Mayor Brent Switzer, Sheldon Johnson, Shaine Parr, Dan Walker, and Art Underhill.

**Others Present:**  City Clerk Tiffany Parr, Water and Sewer Operator John Mikrot, Fire Chief Gerard Bennett, Dean Weske, Gary Novak, and various members of public.

**Call to Order:** Pursuant to due call and notice thereof, the meeting was called to order with the pledge of allegiance at 7:00 pm by Mayor Switzer.

**Consent Agenda:** The consent agenda which includes the minutes of the November regular city council meeting, the disbursements and financial reports, and accounts payable was submitted for approval. The Mayor asked for a motion to approve the consent agenda.

S. Parr made a motion to approve the consent agenda, seconded by D. Walker. Motion carried with all members voting in favor.

**Petitions, Requests, and/or Complaints:**

 **-Dean Weske, President of Northern Pine Riders:** The current snowmobile trail from the Northern Pine Riders building comes up 43 to 61, goes north on 61 to Church Street, then up Church Street to the trail. There is concern going across 61 and against traffic for a block. Does not feel safe. They are proposing crossing 61 and going along the city hall building and back by the dance studio to get to the trail. They will need permission from the dance studio as well. There is concern for the fire department with the additional traffic coming through. Shaine suggested if they are to use that path, they put up some sort of barrier in the summer to stop vehicle traffic from coming through. NPR would be ok with that. Art would like to see them create a trail going south on Old Sawmill, through the school forest and across to 61. That option will take more preparation.

A. Underhill made a motion to allow the snowmobile club trail to go by city hall for one year with the intention of creating an alternative trail next year, seconded by S. Johnson. Motion carried with all members voting in favor.

 **-Gary Novak:** Presented his plans for the development of the land he is petitioning to be annexed. After much discussion, council agreed to annex the land. Before any development begins, council will need to approve plans and layout of the roads and lots.

S. Parr made a motion to approve the annexation petition, seconded by A. Underhill. Motion carried with all members voting in favor.

**Gerard Bennett, Fire Chief:**  Runs to date: 4 other, 35 fire, 108 ems. Trucks 1 and 2 had pumps tested – both passed. Number 9 med truck had front brake issues – got those repaired. Repaired a leak in the Memorial tanker. Still getting the two grass rigs up to snuff. Working on other grants for Federated Oil, MN Power, ECE, & Essentia grants. We did get awarded the DNR 50/50 grant, total $10,000 ($5,000/$5,000) that will be used to get those trucks on line. Public relations: Gun Raffle went well. Gobble Wobble was fun. Thanks to Jenna (Danelski) and Melissa Johnson. Tree Lighting went well. Kids came down from the school play. Fun with Santa is coming up this Saturday. Recruitment: Mackenzie Franko has been brough on board. Katelyn and Mackenzie are both doing well. Now 13 on squad. One more possible application. No new donations. Still working on getting city garage insulated. Rapids lighting is installed. Commercial Club will be cutting a check to cover the expenses. Lights just need to be adjusted slightly. All on the fire department are certified EMR/EMT and fire.

**John Mikrot, Water and Sewer Operator:** Electronic boards are fixed between the tower and the wells. Phone line was dead; Frontier got that fixed. Heaters have been fixed. Hung Christmas lights. Only charged for 5 hours. That’s how long it took to hang lights on 61 and 43. Normally to put the whole town up takes 4 hours. A lot of time was spent changing bulbs as they were put up. Took a total of 8 hours to put the whole town up. Last year total charge to replace bulbs and hang fixtures was $800. This year if John had charged the full time it took him to get them all hung, it would have cost $1000 just to hang them due to the extra time of replacing bulbs on the spot.

**Tiffany Parr (filling in for Kathi Bennett), Utility Billing Clerk:** Bills were sent out on Wednesday. 155 bills sent out, 36 by email, for a total of $15,672.44. Kathi has received a doctor’s note saying that she will be able to return to work on Friday.

**Tiffany Parr, City Clerk:** Received payment from Timberline Trucking for the Doe Street repair. Received the remainder of the payment from Mlaskoch for the Church Street repair. Got some flyers from the Moose Lake Chamber of Commerce for some ribbon cuttings at the Squirrel Cage and Corral Bar.

**Sheldon Johnson, Zoning:** Nothing new.

**Old Business**

**Repairing Roads:**  Tabled.

**Blight:** No new updates.

**Earned Sick and Safe Time Leave:**  Shaine suggests going with the accrue as earned method. Other members agreed.

D. Walker made a motion to approve accure as earned method of accruing earned sick and safe time leave, seconded by S. Parr. Motion carried with all members voting in favor.

**Pine Street:**  Art suggests moving forward with recording the proper documents to finalize the process that was started back in 1980. Other members agreed. Tiffany will check with Chelsie on drafting the required documents.

**New Business**

**Sewer Ordinance:**  Tiffany checked with Chelsie about the possibility of assessing homeowners for the repairs to the lift station. Chelsie does not recommend assessing homeowners for the repairs due to the fact that we do not have a sewer ordinance laying out the sewer usage guidelines and penalties. Council discussed the possibility of assessing homeowners for upgrading the lift station to be able to filter out wipes.

**Designate 2024 polling place:** Elections will be held here at city hall.

A. Underhill made a motion to approve resolution 2023-07 designating City Hall as the 2024 polling place, seconded by S. Johnson. Motion carried with all members voting in favor.

**Finalize budget /levy:** Council discussed the proposed levy amount and the increase being intended to use for street repairs. They agreed to set the final levy at the proposed amount.

S. Parr made a motion to approve the final budget and levy, seconded by A. Underhill. Motion carried with all members voting in favor.

**Adjournment**

S. Parr made a motion to adjourn, seconded by D. Walker. Motion carried with all members voting in favor. The meeting was adjourned at 9:07 pm.

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Tiffany Parr, City Clerk Brent Switzer, Mayor