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

**Others Present:**  City Clerk Tiffany Parr, Utility Billing Clerk Kathleen Bennett, Water and Sewer Operator John Mikrot, Fire Chief Gerard Bennett, 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 December 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 S. Johnson. Motion carried with all members voting in favor.

**Petitions, Requests, and/or Complaints:** New liquor license in the works for the Corral Bar for Natalie Jensen and Brett Mlaskoch as new owners for the Corral Bar. Council is ok with this. Ally McGreanor complained about the smell of chlorine in her water. Would like it checked out and something to be done about it. John Mikrot will go collect samples to see what is going on with that. Tiffany to notify Buetow plowing about the fire hydrant locations – send map, and that the fire hall needs to be plowed out first and more often. Also that First Lake Road has been missed in the plowing. Some of the guys on the fire department have been using their personal trucks to plow the fire hall lot to keep it clear. Clint stated that there are a few manhole covers that were hit by the plow.

**Resolution declaring council vacancy:** Resolution 2023-01 accepting Chris Ketchmark’s resignation and declaring a council vacancy.

S. Johnson made a motion to approve Resolution 2023-01, seconded by S. Parr. Motion carried with all members voting in favor.

**Appointing new council member to fill vacancy:** Dan Walker was in attendance and also submitted a letter of interest. There was no other interest shown.

A. Underhill made a motion to approve Dan Walker to fill the council vacancy, seconded by S. Johnson. Motion carried with all members voting in favor.

**Gerard Bennett, Fire Chief:**  Runs to date: 4 ems, as of January 3rd, so it’s busy already. Three truck replacements all in the works. Two grass rigs and a pumper. Marquee sign is up and running. 4 ft. and 8ft. LED fluorescent tube replacements are in the works. Door code is in the works. SCBA flow tests to be done in January. Condensation drip off air exchange is in the works. New grants: Tiffany got applications for grants with Federated Oil, MN Power, and ECE. These need to be filled out still. Grants applied for: FEMA PPE grant was turned down, will reapply for 2022. Radio grant will get more info this month – at this time not canceled and not received. Public relations: Tree Lighting went very well. Fun Day with Santa at the school. Fire department represented at a funeral in Hinckley for a fire chief that passed away. Recruitment: Two resignations for 2022 – puts us at 11 current. Always looking for good recruits. Donations received: Got donations for Relief Association from Gobble Wobble total of $1410.50. from Melissa Johnson and Jenna Olson (Danelski). Julie and Terry Nummella donated $40. Misc.: Tiffany has the updated fire contract numbers. Also want to approve fire fighter payroll. 2022 summary 129 fire calls, 35 EMS calls, and 2 other calls for a total of 166 calls, which is a record for us. Covered 22 events. 60 potential meetings, required 24. 36 trainings. A lot of man hours volunteered. One firefighter in Fire Fighter I training right now. One more in EMR training in January. January possibly host a 1st Responder Class at the fire hall. Thanks for getting park plowing done. Bollards will be in the spring. Speed signs on Walters Road will be in spring/summer.

**Kathleen Bennett, Utility Billing Clerk:** Sent out 157 bills, 35 email, 122 by mail for a total of $11,355.56. One house currently shut off at request of owner since he is not around for the winter. Doing shut offs next week because of the holidays. Currently four people on the list, two called and said they would pay. Letter from NRWA regarding PFAS Cost Recovery Program. Shaine requested this be tabled until we can look into it more and find more info. Softline Data is being bought out by Gworks.

**John Mikrot, Water and Sewer Operator:** Leak that was discovered last month turned out to be under the road somewhere. The tap at the main line was inch and a quarter. Somewhere under the road it was reduced down to an inch. After searching for the proper reducing, John was able to locate one. Plans on ordering more to keep in case this comes up again. There was a power outage in town during the storm that lasted a day or so. When power came back up, the water was able to pump again, and we didn’t run dry. Sheldon asked if there is a plan in place for longer outages. In the summer, there is enough water to last 3 or 4 days, but in the winter, 2 days is stretching. John will begin to look into the cost of generators.

**Tiffany Parr, City Clerk:** Annexation is in progress. Public hearing will be held in Feburary. Cybert came out and brought a battery backup for the PC and they are still doing our cloud backups as well. Commercial Club made a donation to the city, some earmarked to the fire department, some to the garden club, and $2000 for city street pole banners. Received dividend check from League of Minnesota Cities.

**Sheldon Johnson, Zoning:** Nothing.

**Old Business**

**Repairing Walters Road:**  Waiting until spring.

**Repairing Roads in Town:** Waiting until spring.

**Door Codes:** Gerard mentioned this during his update. Still in the works.

**Public Nuisance Ordinance:** Council reviewed the ordinance and has no recommended changes. Will post notice of final vote on this for next month.

**MN Power Franchise Ordinance:** Minnesota Power franchise agreement is a standard template. This was reviewed by our attorney, and everything looks good.

A. Underhill made a motion to approve Ordinance No. 97, seconded by S. Parr. Motion carried with all members voting in favor.

**New Business**

**Oath of Office for newly elected/reelected councilmembers:** New councilmembers, Shaine Parr and Dan Walker, signed and read the oath of office out loud. Reelected members, Sheldon Johnson, Arthur Underhill, and Brent Switzer, signed an oath of office form.

**2023 Organization Resolution:**  Discussion of the placements of all the council duties. Refer to resolution attached for decisions made.

S. Parr made a motion to approve the 2023 Organizational Resolution, seconded by D. Walker. Motion carried with all members voting in favor.

**2023 Fee Schedule:** Updated fire contract numbers with a 4% increase. Added a permit fee for general contract permits for $50. Kept the rest of the fee schedule the same as last year.

D. Walker made a motion to approve the 2023 Fee Schedule, seconded by S. Parr. 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 8:11 pm.

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Tiffany Parr, City Clerk

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Brent Switzer, Mayor