**Council Members Present:** Mayor Brent Switzer, Vickie Whitehouse, Sheldon Johnson, Chris Ketchmark, and Art Underhill

**Others Present:**  City Clerk Tiffany Parr, Utility Billing Clerk Kathleen Bennett, Water and Sewer Operator John Mikrot, Fire Chief Gerard Bennett, Planning Commission Chair Dave Prachar, 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. Johnson made a motion to approve the consent agenda, seconded by C. Ketchmark. Motion carried with all members voting in favor.

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

* Danny Walker asked about the bill for the annexation costs. The city will be in touch with him when the costs are finalized.
* Shaine Parr brought up the debate about allowing chickens in town. There was some discussion amongst the council members regarding why they would like to leave the ordinance alone including: a number of people have been turned down in the past; would like to hear from more members of the public first; no one to enforce; things have gotten out of hand in the past; etc.

A. Underhill made a motion to leave the ordinance as is, seconded by V. Whitehouse. Motion carried with all members voting in favor.

**Gerard Bennett, Fire Chief:**  Runs to date: 30 fire, 119 ems, 2 other, 151 total. Approaching a record year. Three truck replacements all in the works. Marquee sign is mounted, planning on hooking it up on Wednesday. 4 ft. and 8ft. LEDs are in the works. SCBA flow tests on all air packs will be happening soon. Purchased a salt spreader to help with ice created when water is sprayed for car fires, etc. New grants: Looking into grants with Federated Oil, MN Power, and ECE. Grants applied for: FEMA PPE grant and radio grant still in the works. Public relations: Gun raffle went very well. Gobble Wobble was very good. Tree Lighting went very well. Saturday will be helping out with Fun Day with Santa at the school. A couple fire trucks were run for the football team escort. Recruitment: One letter of resignation from someone who

moved out of the area. And one more that the participation is not up there. Will be sending a letter to get a resignation done so can clear the records. Always looking for recruits. Donations received: No new donations. Misc.: One firefighter in Fire Fighter I training right now. Bollards will be in the spring. Insulation in city hall has been done. Door codes: in the works. Jan/Feb possibly host a 1st Responder Class at the fire hall. Condensation dripping in fire hall, will be in contact with Collin and/or D&E to get that addressed. Truck 3 tank is leaking – dealing with that. Fire department got notice of a solar farm that will be going in, and discussed needs for training in regards to that.

**Dave Prachar, Planning Commission Update:** Meeting that was supposed to take place did not have a quorum so they were not able to conduct business.

**John Mikrot, Water and Sewer Operator:** Got a call of a water leak on the water main along CR43. Dug on one side of the road and didn’t find the leak. Got some copper pipe to replace the line going under the road if needed. Would like to order a pallet of road patch while it is on sale – council agreed.

**Kathleen Bennett, Utility Billing Clerk:** Sent out 154 bills, 31 email for a total of $11,355.56. Late fees totaled $72.08. No shut offs. Kathi will be working Wednesday, December 21 instead of Friday, December 23.

**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.

**Public Nuisance Ordinance:** Revised ordinance was provided to the council. They will table this until next month to have more time to review.

**New Business**

**MN Power Franchise Ordinance:** There is no current franchise agreement on the books with MN Power. The previous one expired. MN Power sent a template over. Art mentioned that there was mention in the template of MN Power getting permits for work they are doing and that that is something we should consider implementing.

**Northern Pine Riders grant resolution:** Northern Pine Riders requested a new grant resolution for the new year for their Soo Line Trail grant as the city has been the sponsor for those grants in the past.

C. Ketchmark made a motion to approve the resolution, seconded by S. Johnson. V. Whitehouse and A. Underhill abstained from voting. Motion carried with 2 members voting in favor.

Art brought up concerns of the wording in the resolution that the city would be liable for the trail for 20 years if something were to happen and Northern Pine Riders were to shut down.

**Designate 2023 polling place:** The city is required to designate a polling place each year. There are no elections planned for 2023. Steven Prachar brought up concerns about continuing to do mail in voting.

A. Underhill made a motion to approve resolution 2022-08 to keep mail in voting for 2023, seconded by C. Ketchmark. Motion carried with all members voting in favor.

**2023 Organization Resolution:**  This resolution will be passed in January, but it was brought up while Vicki was here as she is willing to continue to serve as the emergency director if the council decides that. There is a training required and Vicki is current on her training.

**Finalize budget/levy:** Preliminary levy was set at $100,000. Cannot go above that for the final levy. Some discussion of the budget numbers.

A. Underhill made a motion to approve to approve the budget/levy, seconded by V. Whitehouse. Motion carried with all members voting in favor.

**Fire Chief Application:** Received an application from Gerard Bennett for fire chief.

C. Ketchmark made a motion to approve Gerard Bennett as fire chief, seconded by A. Underhill. Motion carried with all members voting in favor.

**Complaints:** Some discussion about snow plowing. Also received a complaint about mail in voting.

**Adjournment**

V. Whitehouse made a motion to adjourn, seconded by C. Ketchmark. Motion carried with all members voting in favor. The meeting was adjourned at 8:09 pm.

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Tiffany Parr, City Clerk

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Brent Switzer, Mayor