**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.

**Council met at 5:45 for a public hearing regarding annexation.**

There was some discussion and questions regarding the annexation from members of the public.

S. Parr made a motion to approve annexation ordinance #104, seconded by D. Walker. Motion carried with all members voting in favor.

**Call to Order:** Pursuant to due call and notice thereof, the meeting was called to order with the pledge of allegiance at 6:00 pm by Mayor Switzer.

**Consent Agenda:** The consent agenda which includes the minutes of the January 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:** None.

**Gerard Bennett, Fire Chief:**  Runs to date: 14 ems, 1 fire, total of 15. Minor repairs being done on trucks. Still working on grants for Federated Oil, MN Power, ECE, & Essentia grants. Will be getting some equipment with the DNR 50/50 grant. Lions Club donated $5000 – will be used to get some BP monitors for the trucks. Fire department would like the city’s support in the Pine County Mutual Aid radio grant. We will be responsible for 5% which will be around $4000.

S. Parr made a motion to support the 5% grant responsibility, seconded by S. Johnson. Motion carried with all members voting in favor.

Public relations: getting ready for spring and the parade season again. Recruitment: Always looking for good recruits. Currently have 2 showing interest. Will be receiving training money from EMSRB, so that won’t need to come out of the budget. Fire department is on board to help insulate the city shop building.

**John Mikrot, Water and Sewer Operator:** Nothing really new. Near the end of the month will be making a trip to Ferguson to pick up some supplies to keep on the shelves. Looking for an allowance to spend there. Council approved John to spend up to $1,000. This year is the year the water tower will be out of service for a day for inspections. We will be last on the list for that…will probably be around August or September. Shouldn’t affect normal usage, just won’t be able to tap into the hydrants at that time. John is also thinking about getting a trailer to use for the Christmas lights. It was brought up that possibly the old parade trailer would work for that. Gerard mentioned that the fire department may be able to make use of that trailer, then they would have a different trailer available.

**Kathi Bennett, Utility Billing Clerk:** Sent out 156 bills, 35 by email. Totaling $10,251.09, $113.91 late fees, no shut offs. Estimated about half of the meter reads. Kathi clarified that if a meter gets installed in a house for the first time, the city provides the meter, the homeowner installs, and John inspects.

**Tiffany Parr, City Clerk:** Asked about when we want to start looking at lawn mowing bids. Council would like to review bids at the May meeting. Tiffany will be picking up the tabulator on February 22 for the Presidential Nomination Primary. We will need to have a public accuracy test done sometime after that before the election. The restitution payments that we had been receiving stopped since probation ended. Tiffany will look into contacting the courts and the probation officer to see if we can figure out how to get those going again. Tiffany suggested looking into a document retention schedule. Brent suggested making digital copies of some of the documents. Kathi also mentioned that some of the really old documents are stored at the museum. Tiffany brought up that there are a few CD’s that are due to mature soon. Northview Bank has some good rates right now, so we should look into getting in on some better rates.

S. Parr made a motion to renew the CD’s with higher rates, seconded by S. Johnson. Motion carried with all members voting in favor.

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

**Old Business**

**Repairing Roads:**  Tabled.

**Blight:** Tabled.

**Pine Street:**  Tiffany reached out to Askov American about the old documents. They don’t have microfilm, but they do have the paper copies. They do not have time to look through them, but if someone would like to come look through them, they are available. Shaine volunteered to go through and see if he could find anything.

**New Business**

**Election Judges:**  We need to appoint election judges for the Presidential Nomination Primary.

S. Johnson made a motion to approve Resolution No. 2024-02 appointing election judges, seconded by S. Parr. Motion carried with all members voting in favor.

**Lockdown Ordinance:** Shaine presented an ordinance stating that the city will abide by the constitution as it pertains to government mandated lockdowns and will not support any unconstitutional lockdowns. After some discussion it was decided not to pass the ordinance at this time but to keep in on the back burner.

**Liability Coverage Waiver Form:**  In every year prior, the city has chosen to not waive the monetary limits. Will do the same this year.

**Annexation Plans:** Gary Novak presented his plans for the development of the annexed land. Council will schedule a working meeting to look over the plans more closely before approving them.

**Adjournment**

S. Parr made a motion to adjourn, seconded by S. Johnson. Motion carried with all members voting in favor. The meeting was adjourned at 6:51 pm.

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

Tiffany Parr, City Clerk Brent Switzer, Mayor