**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, Planning Commission Chair David Prachar, Planning Commission member Alley McGreanor, 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 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:** Natalie Jensen questioned if the original owner of the Corral Bar should be refunded a prorated amount of the liquor license since they only had it for 2 months.

D. Walker made a motion to refund a prorated amount for the unused portion of the liquor license, seconded by S. Parr. Motion carried with all members voting in favor.

Complaints about too much chlorine in the water. John Mikrot has been working on lowering the chlorine level and testing weekly at Kevin and Alley McGreanor’s. Currently at a 1.27 chlorine level at the water plant – was at 2.2. At Kevin and Alley’s, it’s at 1.02. Shaine questioned if switching to a liquid chlorine system would help with the chlorine issues and what the cost of that switch would be. John said the quote he had received last year when he checked on it was around $3,000. He explained that the liquid system would be more consistent because the gas system can gunk up and slow down, and then it seems higher when it pushes through again after being slow. But once we get it to everyone’s comfort level, that will be the highest it will ever be, it will only go down as the injector gets dirty. Sheldon asked about the state’s recommended chlorine levels. The state’s recommended levels are 1.5-1.2, something under a 4.0. Our level is at 1.2 – can bring that down a little more to a 1.0 or even a .50. Art suggested putting the cleaning of the injectors on a maintenance schedule. John explained that it varies in how often in needs to be cleaned, and the only recommendation is to clean as needed. Art figured regular cleaning is better than investing in a new liquid system. John will keep working at it to get an

acceptable level. Also a complaint received about icy roads by the school. That has been taken care of already with some sand being put down.

**Public hearing for the Annexation:** No comments from the public regarding this.

S. Parr made a motion to approve to approve Ordinance No. 98 for the annexation of Dan Walker’s property, seconded by S. Johnson. Dan Walker abstained from voting. Motion carried with all other members voting in favor.

**John Mikrot, Water and Sewer Operator:** A couple weeks ago there was no water; went to check at the water plant; turns out there was a problem with the air compressor, so the valves weren’t opening. The wells were running, but not pumping through. For some reason the dialer didn’t call out when the error came up. Will have someone come out to find out why it’s not communicating. Dan Walker asked about Robbins Septic using our sewer ponds to dump as a potential revenue for the city. John’s thoughts are that our system is not really designed for that and it would cost more than it would make. Not something he would like to see happen. John also brought a quote for a new dehumidifier for the pump house. Our old one is not working. Council suggested he get a couple more quotes. Sheldon asked John about what he charges for putting up and down Christmas lights and also changing out the bulbs. $500 each to put them up and take them down. Changing out the lights is $25 per hour – took about 12 hours this year. There have been a few people interested in donating time to change the bulbs. Also, Sheldon saw MN Power taking down lights in Sturgeon. Would like to check with them to see if we can have them do ours too. It had been discussed in the past, and MN Power was not interested. Art suggested maybe just putting the Christmas lights on 61 and 43 next year to save some money.

**David Prachar, Planning Commission:** Planning Commission is reviewing Zoning Ordinance No. 95 to try to bring it in line better with how the city operates. One thing they found is that the city doesn’t issue building permits but instead land use permits. Planning Commission recommends remaking the permit forms. The ordinance also mentions getting a permit application for a new building such as a garage. The Planning Commission hasn’t decided on their recommendation for that process yet. Another thing the ordinance mentions is a board of adjustment. The Planning Commission will be reviewing that and other options to come up with a recommendation for that as well. Planning Commission will be coming up with their recommendations possibly in May. Essentially bringing the ordinance in line with how we already do business with some tweaks.

**Alley McGrenor, Planning Commission:** Proposing updating the playground. Looking into handicap accessible playgrounds. There is a range of $10,000 on the low end with very little structure to play on up to $75,000 for a nice set. Looking into finding grants. There are some grants out there that will match what you put in. Would also like to know if they can move the fire museum building to give more room for a playground. Our current playground is old and not much to do. Children don’t have much to do during National Night Out or when families come for picnics. Council gave the go ahead to more into this. David asked if it would be ok to move the fire museum either way because it is just in a bad spot. Council is ok with that.

**Kathleen Bennett, Utility Billing Clerk:** Sent out 158 bills, 35 email, 123 by mail for a total of $11,455.21. One house currently on shut off list. Hung the door hanger today. Shut off will be Thursday. They will probably pay by then. Questioned if we would like to register for the PFAS Cost Recovery Program that was tabled last month. Also, Kathi has been reviewing the water ordinance and making notes of things that should be updated to reflect how we operate. Would also like to work on writing up a policy in the next year.

A. Underhill made a motion to register for the PFAS Cost Recovery Program, seconded by S. Parr. Motion carried with all members voting in favor.

Kathi would like to come in for a couple extra hours to get caught up. Got behind with audit stuff and other January things. Tiffany needs to be out Tuesday and will work Wednesday instead, so Kathi can come in Tuesday afternoon to get caught up.

**Tiffany Parr, City Clerk:** Last month it had been discussed to switch the official newspaper from the Northern Pine News to the Moose Lake Star Gazette depending on pricing. Tiffany looked into it, and the papers are done through the same publisher and the pricing is the same.

S. Parr made a motion to move to the Star Gazette as our official newspaper, seconded by S. Johnson. Motion carried with all members voting in favor.

Need to update bank signors. Will wait until Art is back in town to get the paperwork signed. Tiffany asked about city emails. In the past it was decided that all city employees and councilmembers would have a cowr email address. Wondering if this is something we want to enforce with current councilmembers. Council decided it could be up to the individual councilmember if they wanted to get a cowr email address or just continue to use their personal email address. Going through the audit; nearing the end. Sheldon asked if minutes are posted to the website. Tiffany posts them after they are approved at the next meeting, so they are always a

month delayed. Sheldon also asked if Tiffany got in touch with Vickie Whitehouse to officially let her know of the duties that were assigned to her. Tiffany will do that.

**Sheldon Johnson, Zoning:** Sheldon just mentioned that if we do update the permit forms, that he would like to get a new book ordered to keep everything together and not just have loose forms.

**Old Business**

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

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

**Door Codes:** Still in the works. The current keypad needs to be fixed or replaced. Does not currently work. Will get new code when repaired.

**Public Nuisance Ordinance:** The ordinance was posted for a final vote. Council had no issues or suggested changes.

S. Parr made a motion to approve Public Nuisance Ordinance No. 99, seconded by A. Underhill. Motion carried with all members voting in favor.

**MN Power Franchise Ordinance:** This ordinance was passed last month, but it was found that there was a blank in the franchise fees section that was not filled in or discussed. Tiffany checked with what some other cities are charging for a franchise fee and found that any franchise fee charged to MN Power just gets passed down to their customers. Council decided not to charge a franchise fee.

**New Business**

**Lawn Mowing Bids:** We did receive a bid from Green Image that did our lawn mowing last year. Council decided to put ads in March and April papers to accept bids to review at the May meeting. It was mentioned that the freeway ramps were mowed too often last year. Art thought once or twice a year was good enough. It should definitely be no more than once a month.

**Gerard Bennett, Fire Chief:**  Runs to date: 1 other, 6 fire, 19 ems. Three truck replacements all in the works. 4 ft. and 8ft. LED fluorescent tube replacements are in the works. Front door rebuild kit ordered. SCBA flow test done. Condensation drip from furnace part being built. West building furnace repair seems to be working. UTV Skid Unit sell to Bruno for cost to help pay for new trucks. The UTV is not used anymore. New grants: 2022 FEMA Grant PPE application started. Federated Propane, MP&L, & ECE (trucks) in the works. Grants applied for: P.C. Mutual Aid, FEMA Grant failed are reapplying 2nd go around 2022. Public relations: Fun Day with the Easter Bunny at WRFD Hall 4/1/23. 2023 promote addressing (HSE #’s). Recruitment: 2 we are talking to. Always looking for good recruits. Misc.: Raise rates for 2024 (Wyatt updating). EMR-I class at WRFD March and April 2023. WRFD Christmas Party Friday 2/10 at the Squirrel Cage. One in finish up shortly FFI and II Hazmat. Bollards in spring with John school #1. Speed signs Walters Rd spring. Fire Hall door codes.

**Adjournment**

S. Johnson made a motion to adjourn, seconded by S. Parr. Motion carried with all members voting in favor. The meeting was adjourned at 8:08 pm.

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Tiffany Parr, City Clerk

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Brent Switzer, Mayor