



Mayor Elizabeth Olson  
Council Member Durwin Tomperi  
Council Member Dan Warmbold  
Council Member Robyn Keranen  
Council Member Art Huebner

**City of Menahga**  
**Special City Council Meeting**  
**6 pm Monday, March 29, 2021**  
City Council Chambers  
115 2<sup>nd</sup> Street NE  
[www.cityofmenahga.com](http://www.cityofmenahga.com)

Special Meeting/Work Session March 29, 2021  
Mon, Mar 29, 2021 6:00 PM - 10:00 PM (CDT)

Please join my meeting from your computer, tablet or smartphone.

<https://global.gotomeeting.com/join/468238029>

You can also dial in using your phone.  
(For supported devices, tap a one-touch number below to join instantly.)

United States (Toll Free): 1 877 309 2073  
- One-touch: tel:+18773092073,,468238029#

Access Code: 468-238-029

## **Special Meeting/Work Session Agenda**

- A. Call to Order**
- B. Pledge of Allegiance**
- C. Roll Call**
- D. Staff/Departmental Reports and Discussion**

1. Renata Parks – Northbound Spirits Manager
2. Ronald Yliniemi – Public Works Director
3. Chief Adam Gunderson – Police Department
4. Chief Dave Kicker – Fire Department
5. Curt Kreklau Jr. – City Administrator

- E. Specific Agenda Items**

None

- F. Adjournment**

## Departmental Work Session Report

Department: Liquor Store

Date: 3/29/2021

	Comments	Next Steps/Due Date(s)
<b>Informational</b>	NONE	
<b>Financial</b>	<ul style="list-style-type: none"><li>• Will Present Spreadsheet at Regular Meeting</li></ul>	
<b>Ongoing Items/Status Updates</b>	<ul style="list-style-type: none"><li>• Inventory Continues</li></ul>	
<b>Action Items</b>	<ul style="list-style-type: none"><li>• Prefer to have Committee Meetings</li></ul>	
<b>Other</b>	NONE	

Date	Bank Deposit	On Sale Beer	On Sale beer - tax	On Sale Liquor	On Sale Liq - tax	Misc.	Misc - tax	Tobacco	Juke Box	Apparel	On Sale Long/Short	Change	Credit	Off Sale	Total Long/short	Vending Machines	Ice	Pizza	GM	Grocery	Total Ice/GM/ GR	Liquor	Tobacco	Wine Sparkling	Beer	Credit Card	Bar Charges	Alcohol Sales Tax	Retail Sales Tax	On Sale Sales Tax	Total Sales tax	Total Sales
03/01/21	\$1,118.26	\$ 283.00	\$257.565	\$ 218.50	\$198.862	\$ 56.50	\$52.619	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$969.63	\$0.28	\$0.28	\$0.00	\$0.00	\$0.00	\$0.00	\$42.07	\$42.07	\$678.53	\$0.00	\$81.16	\$942.06	\$139.25	\$224.47	\$148.02	\$1.49	\$48.95	\$198.46	\$1,118.26
03/02/21	\$1,392.80	\$ 281.25	\$255.973	\$ 183.25	\$166.780	\$ 46.50	\$43.306	\$12.00	\$0.00	\$0.00	\$0.25	\$0.00	\$654.35	-\$4.76	-\$4.51	\$0.00	\$4.50	\$0.00	\$0.00	\$17.10	\$21.60	\$407.22	\$21.34	\$105.43	\$1,019.61	\$112.50	\$79.66	\$144.36	\$1.26	\$44.94	\$190.56	\$1,392.80
03/03/21	\$1,321.51	\$ 297.50	\$270.762	\$ 124.50	\$113.311	\$ 89.25	\$83.120	\$0.00	\$0.00	\$0.00	\$1.25	\$0.00	\$991.61	\$5.90	\$7.15	\$0.00	\$0.00	\$0.00	\$2.25	\$56.80	\$59.05	\$450.50	\$0.00	\$87.94	\$1,117.02	\$50.25	\$34.03	\$160.14	\$4.35	\$44.06	\$208.55	\$1,321.51
03/04/21	\$1,614.31	\$ 325.50	\$296.246	\$ 240.00	\$218.430	\$ 45.50	\$42.375	\$0.00	\$0.00	\$0.00	-\$1.00	\$0.00	\$884.15	\$0.12	-\$0.88	\$0.00	\$13.25	\$0.00	\$0.00	\$60.99	\$74.24	\$778.98	\$24.00	\$89.63	\$1,016.25	\$0.00	\$260.42	\$163.27	\$2.39	\$53.95	\$219.61	\$1,614.31
03/05/21	\$2,468.05	\$ 640.75	\$583.163	\$ 373.50	\$339.932	\$ 102.00	\$94.994	\$12.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,283.86	\$0.24	\$0.24	\$0.00	\$10.25	\$8.50	\$0.00	\$22.24	\$40.99	\$668.27	\$21.34	\$125.39	\$1,890.07	\$198.50	\$173.02	\$247.55	\$1.33	\$98.16	\$347.04	\$2,468.05
03/06/21	\$2,175.12	\$ 583.50	\$531.058	\$ 701.25	\$638.225	\$ 100.50	\$93.597	\$24.00	\$0.00	\$0.00	\$0.25	\$0.00	\$1,194.79	-\$0.40	-\$0.15	\$0.00	\$3.00	\$21.00	\$0.00	\$29.30	\$53.30	\$628.83	\$30.68	\$126.95	\$1,770.87	\$689.25	\$194.94	\$232.45	\$1.92	\$122.37	\$356.74	\$2,175.12
03/07/21	\$452.49	\$ -	\$0.000	\$ -	\$0.000	\$ -	\$0.000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$732.78	-\$0.30	-\$0.30	\$0.00	\$6.00	\$0.00	\$0.00	\$6.99	\$12.99	\$356.63	\$0.00	\$10.50	\$699.59	\$0.00	\$0.00	\$105.35	\$0.51	\$0.00	\$105.86	\$452.49
03/08/21	\$1,209.45	\$ 236.00	\$214.790	\$ 110.50	\$100.569	\$ 63.75	\$59.371	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,069.90	\$1.63	\$1.63	\$0.00	\$4.50	\$0.00	\$0.00	\$44.50	\$49.00	\$723.95	\$0.00	\$100.18	\$959.97	\$0.00	\$132.46	\$164.94	\$1.89	\$35.52	\$202.35	\$1,209.45
03/09/21	\$1,253.79	\$ 280.00	\$254.835	\$ 138.75	\$126.280	\$ 35.25	\$32.829	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$1,031.94	\$3.62	\$3.62	\$0.00	\$1.50	\$0.00	\$0.00	\$65.12	\$66.62	\$733.28	\$12.00	\$178.07	\$874.06	\$52.00	\$150.29	\$161.98	\$4.39	\$40.06	\$206.43	\$1,253.79
03/10/21	\$1,644.65	\$ 529.75	\$482.139	\$ 370.75	\$337.429	\$ 108.50	\$101.048	\$24.00	\$0.00	\$0.00	\$0.50	\$0.00	\$930.59	-\$3.51	-\$3.01	\$0.00	\$6.00	\$50.00	\$0.00	\$43.39	\$99.39	\$648.11	\$18.93	\$105.59	\$1,056.88	\$320.75	\$225.57	\$162.67	\$0.00	\$88.38	\$251.05	\$1,644.65
03/11/21	\$1,407.57	\$ 442.00	\$402.275	\$ 255.25	\$232.309	\$ 64.50	\$60.070	\$12.00	\$0.00	\$0.00	-\$0.75	\$0.00	\$920.11	\$0.17	-\$0.58	\$0.00	\$4.50	\$10.00	\$0.00	\$78.76	\$93.26	\$516.97	\$21.34	\$37.98	\$1,071.68	\$208.25	\$133.56	\$151.95	\$3.14	\$67.10	\$222.19	\$1,407.57
03/12/21	\$2,426.60	\$ 654.50	\$595.677	\$ 548.50	\$499.204	\$ 97.00	\$90.338	\$0.00	\$0.00	\$0.00	-\$5.00	\$0.00	\$1,441.41	-\$0.15	-\$5.15	\$0.00	\$8.75	\$21.00	\$0.00	\$85.64	\$115.39	\$849.77	\$0.00	\$112.19	\$1,855.92	\$395.00	\$227.20	\$255.79	\$6.30	\$114.78	\$376.87	\$2,426.60
03/13/21	\$2,642.42	\$ 946.00	\$860.978	\$ 1,188.00	\$1,081.229	\$ 191.50	\$178.347	\$0.00	-\$40.00	\$0.00	\$0.30	\$0.00	\$1,634.77	\$1.25	\$1.55	\$0.00	\$4.50	\$0.00	\$0.00	\$133.26	\$137.76	\$917.96	\$0.00	\$37.48	\$1,721.21	\$650.00	\$409.20	\$228.54	\$6.39	\$204.95	\$439.88	\$2,642.42
03/14/21	\$465.85	\$ -	\$0.000	\$ -	\$0.000	\$ -	\$0.000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$456.38	\$0.28	\$0.28	\$0.00	\$1.50	\$10.00	\$0.00	\$33.97	\$45.47	\$276.65	\$24.00	\$0.00	\$496.94	\$0.00	\$0.00	\$76.38	\$2.51	\$0.00	\$78.89	\$465.85
03/15/21	\$1,098.32	\$ 213.00	\$193.857	\$ 141.75	\$129.010	\$ 40.50	\$37.718	\$0.00	\$0.00	\$0.00	-\$10.13	\$0.00	\$788.40	\$2.00	-\$8.13	\$0.00	\$1.35	\$0.00	\$0.00	\$20.38	\$21.73	\$488.66	\$0.00	\$46.97	\$920.35	\$60.00	\$57.90	\$138.95	\$0.84	\$34.67	\$174.46	\$1,098.32
03/16/21	\$1,025.75	\$ 121.25	\$110.353	\$ 107.25	\$97.611	\$ 27.50	\$25.611	\$0.00	\$0.00	\$0.00	\$0.11	\$0.00	\$1,046.57	-\$1.00	-\$0.89	\$0.00	\$3.00	\$0.00	\$0.00	\$20.29	\$23.29	\$777.83	\$0.00	\$52.97	\$942.61	\$38.25	\$107.38	\$165.09	\$1.05	\$22.43	\$188.57	\$1,025.75
03/17/21	\$1,250.72	\$ 482.25	\$438.908	\$ 255.00	\$232.082	\$ 100.50	\$93.597	\$0.00	\$0.00	\$0.00	-\$0.21	\$0.00	\$919.68	\$0.75	\$0.54	\$0.00	\$3.00	\$0.00	\$0.00	\$21.52	\$24.52	\$637.89	\$0.00	\$116.18	\$853.59	\$339.75	\$109.80	\$147.90	\$1.58	\$73.16	\$222.64	\$1,250.72
03/18/21	\$1,509.98	\$ 206.75	\$188.168	\$ 143.50	\$130.603	\$ 55.00	\$51.222	\$0.00	\$0.00	\$0.00	\$0.37	\$0.00	\$891.29	\$10.00	\$10.37	\$0.00	\$4.50	\$0.00	\$0.00	\$71.83	\$76.33	\$560.96	\$36.00	\$216.24	\$1,124.81	\$30.00	\$175.58	\$174.70	\$2.19	\$35.26	\$212.15	\$1,509.98
03/19/21	\$2,360.94	\$ 487.25	\$443.458	\$ 551.00	\$501.479	\$ 46.00	\$42.841	\$0.00	\$0.00	\$0.00	-\$0.51	\$0.00	\$2,210.54	-\$4.25	-\$4.76	\$0.00	\$4.50	\$0.00	\$0.00	\$69.25	\$73.75	\$1,180.79	\$36.00	\$158.92	\$2,207.86	\$252.00	\$245.19	\$328.87	\$2.99	\$96.47	\$428.33	\$2,360.94
03/20/21	\$2,140.25	\$ 782.50	\$712.173	\$ 538.50	\$490.102	\$ 81.50	\$75.902	\$12.00	\$0.00	\$0.00	\$0.00	\$0.00	\$2,069.48	-\$6.00	-\$6.00	\$0.00	\$13.00	\$10.00	\$0.00	\$53.75	\$76.75	\$868.00	\$42.51	\$176.43	\$1,863.45	\$353.00	\$151.20	\$275.15	\$3.14	\$124.32	\$402.61	\$2,140.25
03/21/21	\$285.43	\$ -	\$0.000	\$ -	\$0.000	\$ -	\$0.000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$449.74	-\$0.03	-\$0.03	\$0.00	\$6.00	\$20.00	\$5.50	\$14.68	\$46.18	\$236.92	\$12.00	\$5.00	\$372.89	\$0.00	\$0.00	\$60.72	\$1.49	\$0.00	\$62.21	\$285.43
03/22/21	\$1,348.27	\$ 343.75	\$312.856	\$ 177.75	\$161.775	\$ 80.25	\$74.738	\$0.00	\$0.00	\$0.00	\$12.50	\$0.00	\$779.67	\$0.02	\$12.52	\$0.00	\$3.00	\$0.00	\$2.25	\$60.24	\$65.49	\$420.39	\$9.34	\$187.53	\$998.25	\$154.00	\$162.08	\$145.87	\$2.88	\$52.36	\$201.13	\$1,348.27
03/23/21	\$1,111.25	\$ 209.75	\$190.899	\$ 137.25	\$124.915	\$ 77.50	\$72.177	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$587.60	\$0.21	\$0.21	\$0.00	\$1.50	\$0.00	\$0.00	\$33.61	\$35.11	\$459.50	\$0.00	\$16.99	\$812.22	\$45.25	\$122.20	\$115.63	\$2.14	\$36.51	\$154.28	\$1,111.25
03/24/21	\$1,488.50	\$ 486.50	\$442.776	\$ 392.25	\$356.997	\$ 84.00	\$78.231	\$0.00	\$0.00	\$0.00	\$4.75	\$0.00	\$769.57	\$0.11	\$4.86	\$0.00	\$1.50	\$20.00	\$0.00	\$30.52	\$52.02	\$691.52	\$0.00	\$52.96	\$861.35	\$234.00	\$268.16	\$133.82	\$0.95	\$84.75	\$219.52	\$1,488.50
03/25/21	\$ -	\$ -	\$0.000	\$ -	\$0.000	\$ -	\$0.000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
03/26/21	\$ -	\$ -	\$0.000	\$ -	\$0.000	\$ -	\$0.000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
03/27/21	\$ -	\$ -	\$0.000	\$ -	\$0.000	\$ -	\$0.000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
03/28/21	\$ -	\$ -	\$0.000	\$ -	\$0.000	\$ -	\$0.000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
03/29/21	\$ -	\$ -	\$0.000	\$ -	\$0.000	\$ -	\$0.000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
03/30/21	\$ -	\$ -	\$0.000	\$ -	\$0.000	\$ -	\$0.000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
03/31/21	\$ -	\$ -	\$0.000	\$ -	\$0.000	\$ -	\$0.000	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
TOTALS	\$35,212.28	\$8,632.75	\$8,038.91	\$6,897.00	\$6,277.13	\$1,593.50	\$1,484.05	\$96.00	-\$40.00	\$0.00	\$2.68	\$0.00	\$24,708.81	\$6.18	\$8.86	\$0.00	\$109.60	\$170.50	\$10.00	\$1,116.20	\$1,406.30	\$14,958.11	\$309.48	\$2,228.68	\$27,449.51	\$4,322.00	\$3,644.31	\$4,090.09	\$57.12	\$1,523.16	\$5,670.37	\$35,212.28

Monthly Sales Tax Totals			
On Liquor Sales Tax	On General Sales Tax</		

## Departmental Work Session Report

Department: Public Works

Date: 3/29/2021

	Comments	Next Steps/Due Date(s)
Informational	City wide freeze run can end on 4/1/2021	
Financial		
Ongoing Items/Status I InA2+ae	Working on inventory Water Tower Project information Have (Driveway Services) sweep streets, sweeper is down Lake Path	
Action Items	Committee meetings/Go to having Work Sessions during regular hours	
Other		

## **Sweeper Estimates**

**Driveway Services:** \$145 an hour max be around 2 days for spring cleanup then have them come once a month.  $\$145 \times 16 \text{ hours} = \$2320$

Keeping track of time, it takes to do the County Streets and billing County for that time.

**City of Wadena:** Doesn't want a contract, but their prices would be; \$120 an hour plus \$1.40 a mile. Which would be \$42 to and \$42 back.

## **Lake Path Estimate \$2500**

- **Class five- Fill in holes**
- **All-Season Patch**
- **Equipment Rental- Compact Class five and All-Season Patch**
- **Miscellaneous material**

## Departmental Work Session Report

**Department: POLICE DEPARTMENT**

**Date: 3/24/2021**

	<b>Comments</b>	<b>Next Steps/Due Date(s)</b>
<b>Informational</b>	NONE	
<b>Financial</b>	NONE	
<b>Ongoing Items/Status Updates</b>	Inventory continues, cleaning out garage and old evidence.	
<b>Action Items</b>	Return to Committee Meetings, Have the Work sessions during the Day so Dept Heads don't have to take personal time to come in. saves the city money on unnecessary overtime.	
<b>Other</b>	NONE	

## Departmental Work Session Report

Department: Fire Department

Date: 3/29/2021

	Comments	Next Steps/Due Date(s)
<b>Informational</b>	<ul style="list-style-type: none"><li>• Fire Calls – 2</li><li>• Rescue Assists – 2</li><li>• Mutual Aid – 1 (Sebeka)</li><li>• Vehicle Fire - 1</li></ul>	
<b>Financial</b>	NONE	
<b>Ongoing Items/Status Updates</b>	NONE	
<b>Action Items</b>	<ul style="list-style-type: none"><li>• Prefer to have Committee Meetings instead of Work Sessions</li><li>• Approve FD Hire Kaleb Anderson and Dave Skaro</li></ul>	
<b>Other</b>	NONE	

## Departmental Work Session Report

**Department: Administration**

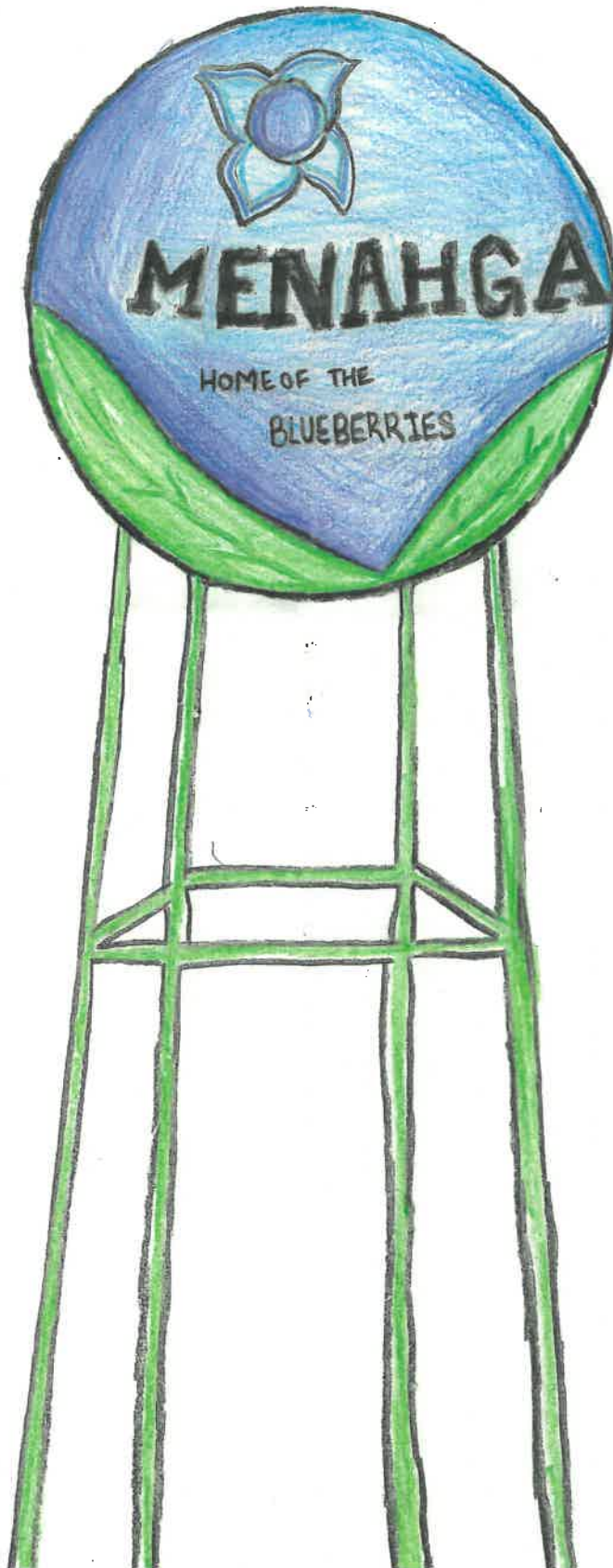
**Date: 03-29-21**

	<b>Comments</b>	<b>Next Steps/Due Date(s)</b>
<b>Informational</b>	<ul style="list-style-type: none"><li>• Water Tower Design Discussion</li><li>• Time Clock Options</li><li>• Zoning Updates<ul style="list-style-type: none"><li>○ Wild Walleye</li><li>○ Marsh Creek 1<sup>st</sup> Addition</li><li>○ 613 2<sup>nd</sup> St SE Abatement Process</li></ul></li></ul>	
<b>Financial</b>	<ul style="list-style-type: none"><li>• Present at Regular Meeting</li></ul>	
<b>Ongoing Items/Status Updates</b>	<ul style="list-style-type: none"><li>• Forensic Accountant Update</li><li>• Storage Space/Archiving</li><li>• Temporary Accounting Technician</li></ul>	
<b>Action Items</b>	<ul style="list-style-type: none"><li>• 2021 CCY Resolution</li><li>• 4M Resolution</li><li>• LMC Liability Coverage Waiver Form</li><li>• Time Clock Approval</li></ul>	
<b>Other</b>	<ul style="list-style-type: none"><li>• Work Session vs. Committees</li><li>• Council Action Forms</li></ul>	

menahga



MINNESOTA

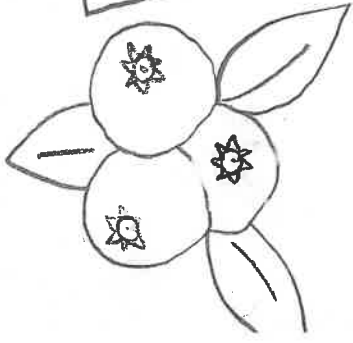


Row The Boat  
Menaqha

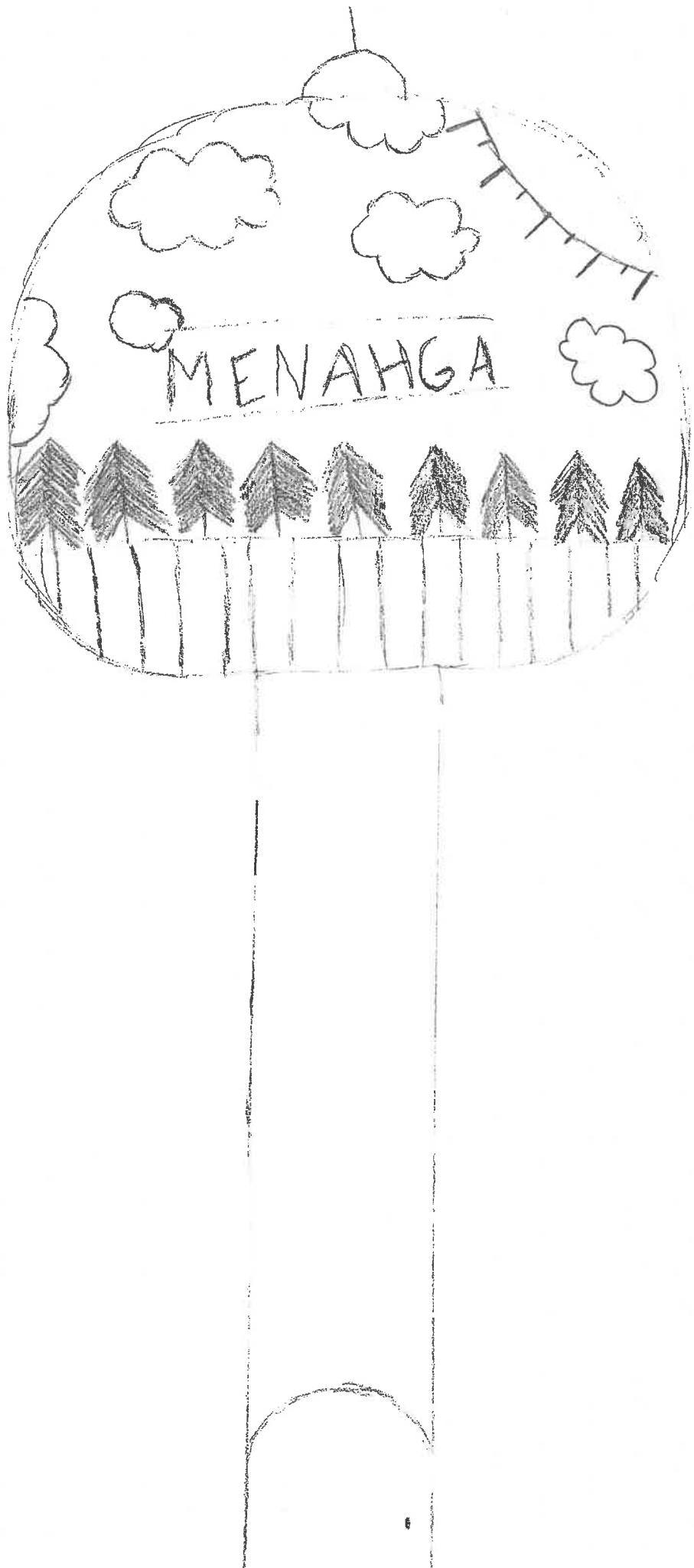
# MEMPHIS

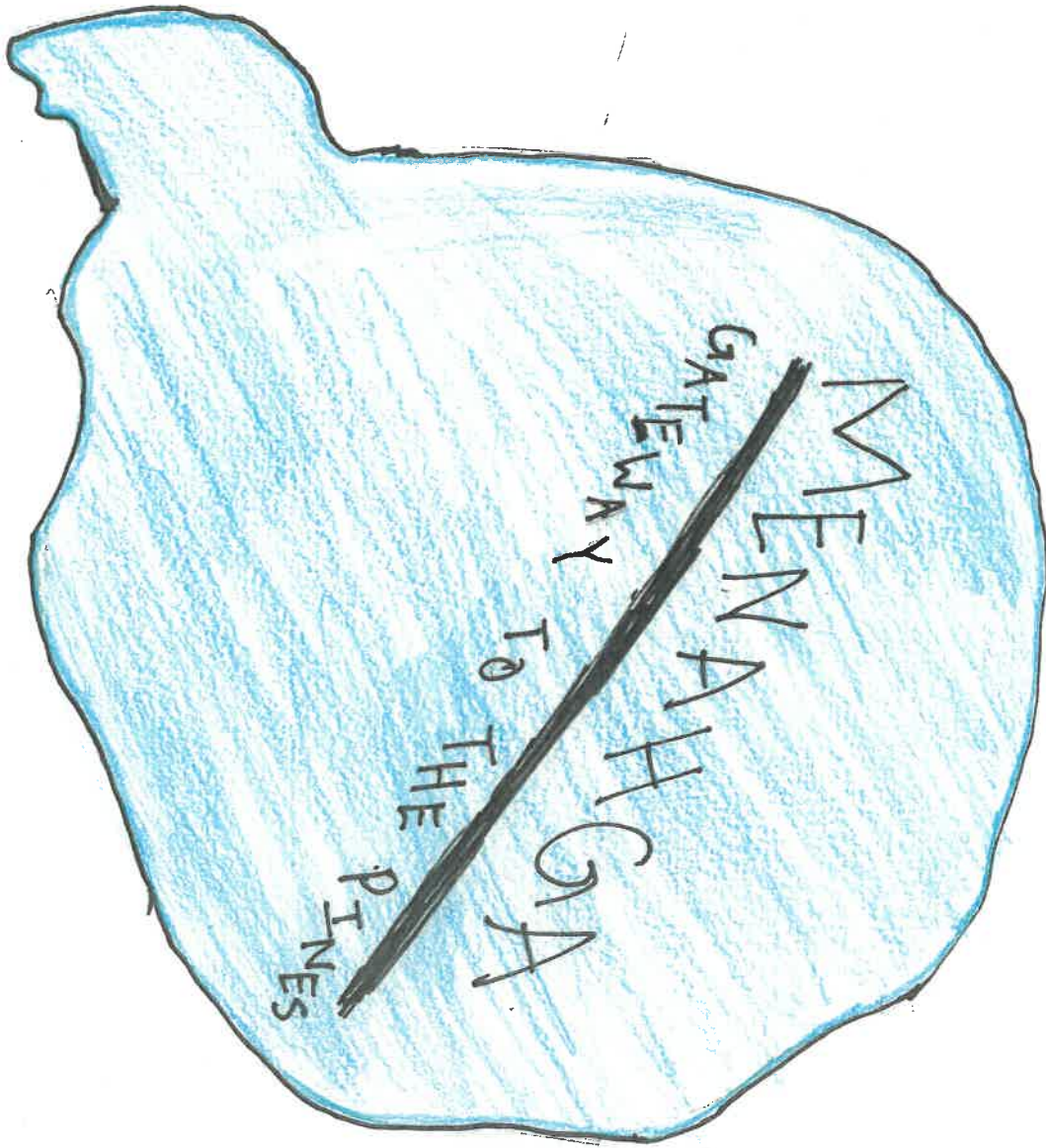
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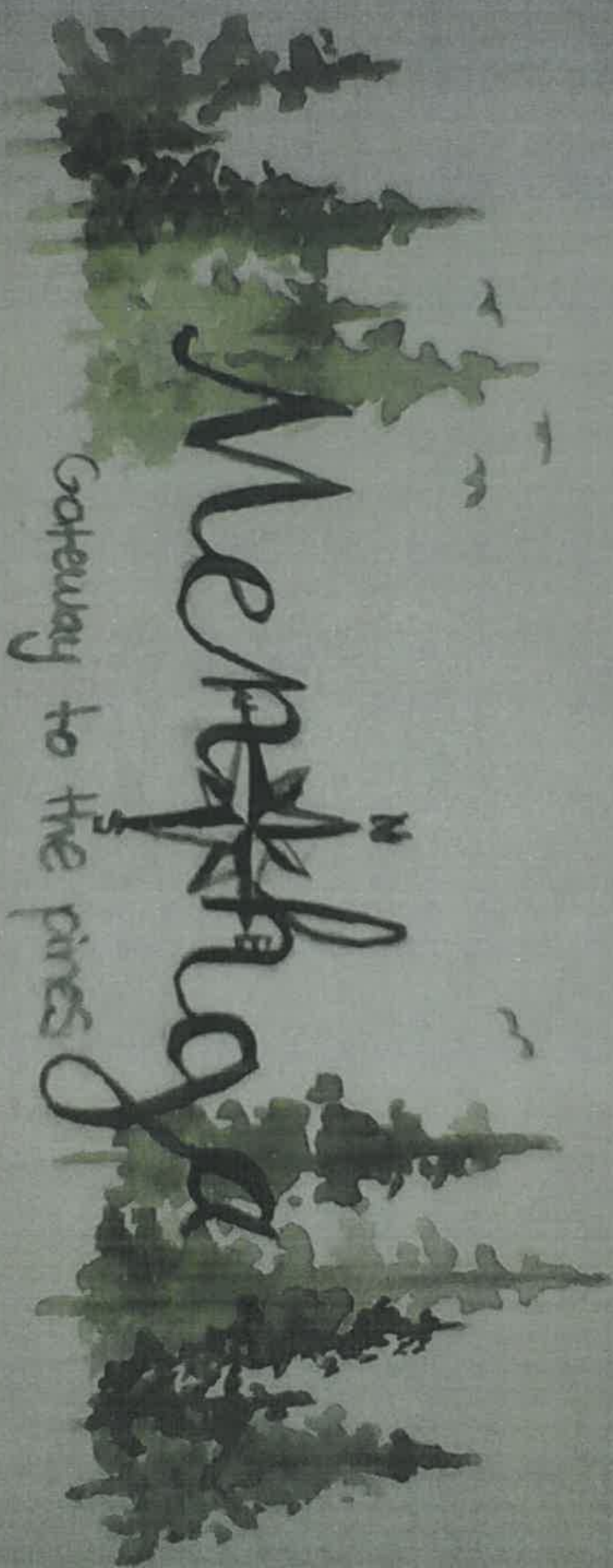
*Menahga*

water tower

land of

the

pines



Gateway to the pines

Memphis





## Council Action Request Form



**CITY OF MENAHGA**  
*"The Gateway to the Pines"*

115 2nd St NE - PO Box C  
 Menahga, MN 56464  
 218-564-4557  
 www.cityofmenahga.com

### Action Requested

<input type="checkbox"/> Action/Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Informational Item <input type="checkbox"/> Consent Agenda Items	<input type="checkbox"/> Report <input type="checkbox"/> Resolution <input type="checkbox"/> Other _____
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**Regarding:**

<b>Date of Meeting:</b>	<b>Total time requested:</b>
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**Department Requesting Action:**

**Presenting at Meeting:**

**Background**  Supporting Documentation Enclosed

**Options**  Supporting Documentation Enclosed

**Recommendations**  The Menahga City Council approves the following by Motion:

<b>Financial Implications:</b> \$	Comments
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Funding Source:

Budgeted:  Yes  No

Action	Voting in Favor	Voting Opposed
Motion:	<input type="checkbox"/> Olson	<input type="checkbox"/> Olson
Second:	<input type="checkbox"/> Tomperi	<input type="checkbox"/> Tomperi
<input type="checkbox"/> Passed	<input type="checkbox"/> Huebner	<input type="checkbox"/> Huebner
<input type="checkbox"/> Failed	<input type="checkbox"/> Keranen	<input type="checkbox"/> Keranen
<input type="checkbox"/> Tabled	<input type="checkbox"/> Warmbold	<input type="checkbox"/> Warmbold

**Signatures**