

**City of Menahga**  
**City Council Special Meeting/Budget Meeting Minutes**  
**Friday, October 29, 2021 at 10:00 am**

**A. Call to Order**

The Menahga City Council held a Special Meeting/Budget Meeting on Friday, October 29, 2021.

Mayor Liz Olson called the meeting to order at 10:00 am

**B. Roll Call**

Comprising a quorum of the council, the following members were present:

Mayor Elizabeth Olson                      Durwin Tomperi                      Dan Warmbold  
Robyn Keranen (Robyn Keranen left the meeting from 11:37 to 11:51 am)  
Absent: Art Huebner

**C. Pledge of Allegiance**

**D. Budget by Department – Amending 2021 Budget**

**a. Renata Parks – Northbound Spirits**

The council and Parks went line-by-line and discussed and reduced the Liquor Store 2021 budgeted amounts by \$74,305. This was largely due to the budgeted transfer from the Liquor Store to the City's General Fund going from \$62500 to \$1000.

**b. Public Works Director – Ronald Yliniemi**

The council and Yliniemi went line-by-line and discussed and reduced the 2021 budget for Seal Coating from \$14,000 to zero, Beach expenses from \$1600 to \$1050, Water expenses from \$26,000 to \$8500. The costs associated with the expenses of the City Park were discussed as the revenues reported YTD were only \$12,746.92 for Park Fees and expenses were \$68,520.27 through October 2021. The need for looking for a Park Manager to take over all aspects of the maintenance was discussed and possibly should be pursued. City Beach expenses were questioned and how the salaries are broken down was discussed.

**c. Police Department – Adam Gunderson**

The council and Chief Gunderson went line-by-line and discussed and reduced the 2021 budgeted amounts by \$17,300.

**d. Fire Department – Dave Kicker**

Chief Kicker was not in attendance. Kicker had stated earlier that his budget could not be reduced.

**e. Administration – Tanya Edwards**

The council and Deputy Clerk Edwards went line-by-line and discussed and reduced the 2021 budgeted amounts by \$6,949.

**Total reductions to the 2021 budget by all departments were \$130,604.**

**E. New Business**

**1. Bonded Lock and Key**

**Main Motion: To approve Bonded Lock and Key to change the following locks: City Hall – rekey, Food Shelf – rekey panic bars, Food Shelf – rekey door into training room, City Garage – two entry knobs to match keyway, City Garage – rekey and install labor, and 30 key copies for above doors. For a cost of \$703.40.**

Moved by:	Tomperi
Seconded by:	Keranen
Action:	Motion carried by a 4-0 voice vote
In favor:	Tomperi, Warmbold, Olson, Keranen
Opposed:	None.

**2. Temporary Administrative Support Tech access to building**

**Main Motion: To allow Temporary Administrative Support Tech. Jensine Kurtti to have a key to the main entrance of City Hall.**

Moved by:	Tomperi
Seconded by:	Warmbold
Action:	Motion carried by a 3-1 voice vote
In favor:	Tomperi, Warmbold, Olson
Opposed:	Keranen

**3. Discussion on Moratorium directive on February 4, 2021**

The council reminded the employees that the city had placed a moratorium on any unnecessary purchases and payroll overtime back on February 4, 2021 and it was still in effect.

**4. Interim Clerk hiring process and possible interview**

The council reviewed City Administrator/Clerk/Treasurer job description and discussed the posting and job description that will be on the city website. The city will also place advertising in the local newspapers directing the applicants to the city website. It was decided that the original deadline will be for November 8<sup>th</sup> at 2:00 pm, so that the council can see how much interest there may be in the position. Jensine will contact the two people that she had spoken to earlier. If applications are received, the council will act on the applications and possibly schedule interviews and hiring by continuing/recessing the regular meeting to Tuesday night after 6 pm. It is the consensus of the council to direct Jensine Kurtti to move forward with advertising and whatever is needed to fill the Temporary City Administrator/Clerk/Treasurer position.

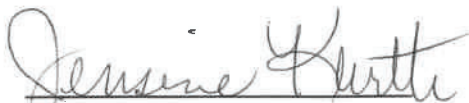
**5. Data-Practice Responsible Authority discussion**

Kurtti provided the council with information from the LMC on the requirements for the city in assigning the individual to act on behalf of the city regarding Data Requests. By consensus it was decided that the new Temporary City Administrator/Clerk/Treasurer will fill that role.

**17. Adjournment**

**Main Motion: To adjourn at 12:47 pm**

Moved by:	Warmbold
Seconded by:	Keranen
Action:	Motion carried by a 4-0 voice vote
In favor:	Tomperi, Warmbold, Olson, Keranen
Opposed:	None.



Acting Clerk, Jensine Kurtti



Mayor Elizabeth Olson

Temporary Administrative Support Tech.