

**City of Menahga
Regular City Council Minutes
November 13, 2023**

1. Call to Order

The Menahga City Council held their Regular Monthly Meeting on Monday November 13, 2023.

Mayor Elizabeth Olson called the meeting to order at 6:00 pm.

2. Roll Call

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

Mayor Elizabeth Olson Mike Netland Durwin Tomperi
Jody Bjornson Absent: Dan Warmbold

City Office Staff present: Interim City Clerk/Treasurer Jensine Kurtti

3. Pledge of Allegiance

4. Approval of Agenda

Main Motion: To approve the agenda as presented.

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

5. Communication Appearance Request - None

6. Public Forum and Correspondence

a. Sid Richardson – Speeding on Elm Ave. South

Sid Richardson addressed the Council with concerns over speeding and loud vehicles that drive on Elm Ave. Richardson stated that from 6 a.m.- 8 a.m. and 3 p.m. – 6 p.m. are the worst hours. Richardson said that he has lived at 725 Elm Ave. for six (6) years and has experienced speeding vehicles and

loud cars and trucks since he moved to his residence. The area is posted at 25 mph, but he said it is not followed. He felt that maybe “slow down children signs” may help or a portable speed bump. When asked if he had spoken with Chief Lane, he replied that he had sent her a letter and the problem still exists.

b. Laura Ahlf – City Council Minutes

Laura Ahlf asked if she could speak regarding the Minutes for October 10, 2023 and October 30, 2023. Ahlf felt that a couple of the Minutes did not accurately reflect how items happened at the meeting.

7. Consent Agenda

Minutes to Approve:

- a. October 10, 2023 – Regular Council Meeting Minutes**
- b. October 16, 2023 – Budget/Special Meeting Minutes**
- c. October 30, 2023 – Special Meeting/Work Session Minutes**

After hearing the concerns of Laura Ahlf, it was recommended to amend the October 10, 2023, Minutes to add a sentence that one quote had been received for the air conditioning system for the kitchen from Graham Refrigeration, but a second proposal was suggested. On the October 30, 2023, Minutes, Ahlf felt that some of the verbiage was unnecessary, whereby the Council felt that changing the name of the insurance carrier from BCBS (which was approved prior) to Medica-Essentia Plan, which is what was purchased, is all that needed to be amended.

Main Motion: To approve the Regular City Council Meeting Minutes of October 10, 2023, the October 16, 2023, Budget/Special Meeting Minutes, and October 30, 2023, Special Meeting/Work Session Minutes as amended.

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

8. Public Hearings – None

9. Acknowledgment/Motion of receipt of Board/Commission Minutes.

a. Greenwood Connections Board Minutes and Report.

Administrator Laura Ahlf presented her monthly report to the Council. Ahlf stated the resident census was 83% for October. The month of September showed a positive bottom line of \$92,489.07, with a year-to-date profit of \$1,187,470.41. Ahlf said that all the GWC employees were to receive \$2,600 in compensation from the DHS Workforce Incentive Grant Program. The GWC Board has had a vacancy for quite a while, and City resident Larry Murphy has agreed to serve on the Board.

Ahlf discussed the proposed City Ordinance change, which governs the operations of the facility. The Planning and Zoning Commission had reviewed the Ordinance and felt that because it had several major changes it should be reviewed by the City Council and GWC Board, and the details could be worked out at that level. Netland who serves on the Planning Commission summarized what the Commission had reviewed. Netland stated that it was a line-by-line review, and it appeared that the City Council had been excluded in various areas of oversight. Ahlf felt that the Greenwood Connections Board has no authority to operate on day-to-day basis.

Main Motion: To approve the GWC Financials report as presented.

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

Main Motion: To approve the appointment of Larry Murphy to the GWC Board.

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

b. Planning and Zoning Commission Minutes – Informational Only

10. New Business

a. October 2023 Bank Reconciliation and Revenue/Expense Budget YTD

Jensine Kurtti presented the council with the October 2023 financial information. No action was taken at this meeting.

b. Resolution 2023-43 Donation to Sounds of Spirit Lake

The Menahga Civic and Commerce donated \$2,000 to the Sounds of Spirit Lake for future concert expenses.

Main Motion: To approve Resolution 2023-43 accepting the donation of \$2,000 for the Sounds of Spirit Lake.

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

c. Resolution 2023-42 Get Hooked on Fishing Donation

The family of Gary Ryhti made a donation of \$200 to the Get Hooked on Fishing Program in memory of Gary Ryhti.

Main Motion: To approve Resolution 2023-42 accepting the donation of \$200 for the Get Hooked on Fishing Program.

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

d. Approval for Routine Monthly Payments

The City of Menahga has several monthly routine bills, many of them have very short due dates from when they are received to when they are due. Kurtti provided a list of bills (starred) that she considered routine and asked the Council if they would approve the payments prior to Council approval. The Council will still receive copies of these invoices with the packets.

Main Motion: To approve the payment of routine bills prior to Council, as denoted by placing a star next to the vendor.

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

e. Appointment of Administrative Appeals Judges

The City has just started to issue Administrative Citations for offenses such as

nuisances and traffic. One of the requirements is that the City have two Appeal Judges in place should the recipient of the citation choose to appeal. Jake Huebsch from Sourcewell and Attorney Jeffrey Pederson have agreed to serve as Appeal Judges.

Main Motion: To approve the appointment of Jake Huebsch and Jeffrey Pederson as Administrative Appeals Judges.

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

f. Security Camera Access Discussion – Jody Bjornson

Council member Jody Bjornson had asked that the item be placed on the agenda. Bjornson wanted to discuss the Police Department access to the security cameras. Kurtti stated that she was not sure what Bjornson had in mind for this agenda item, but she provided the Council with a spreadsheet showing all the cameras and which ones that the Police currently have access to on their computer. The Police access was done earlier and asked the Council to decide if they should be allowed to remain there. Kurtti also included a copy of the April 25, 2022, Minutes that all the cameras be channeled through the City Administrator's Office.

Main Motion: To approve the Police Department access to the security cameras as denoted on the spreadsheet which include City Parks, Campground, and other public spaces.

Moved by:	Bjornson
Seconded	Tomperi
Action:	Motion carried on a 4-0 voice vote
In favor:	Netland, Bjornson, Olson, Tomperi
Opposed:	None

g. Open Positions Progress Discussion and Plan Moving Forward – Jody Bjornson

Council Member Bjornson wanted to discuss the open positions progress and what the plan was to move forward to fill the staffing needs. It was noted that the Council would be interviewing a City Clerk/Treasurer candidate on November 15th. Lisa Shadick, who is currently a City Clerk in Savage, Minnesota and has many years of Municipal experience.

h. December Work Session Date

Kurtti asked the Council how they wanted to handle the December Work Session meeting as both Christmas and New Year's Day fall on a Monday. Kurtti stated that in 2022 the Council chose not to have a Work Session, but the only problem was that bills would still have to be paid during that time period.

Main Motion: To approve Mayor Olson to review the December/January bills that are received after the December Regular Council Meeting and due prior to the January 8, 2024 Council Meeting on a one-time only basis.

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

11. Unfinished Business

a. None

12. Consideration of Bills

The Council members were provided with the actual invoices for the following batches:

- a. Reissue of lost checks – no action
- b. Batch #103123EFT - \$53,117.31
- c. Batch #111323PAY - \$142,579.97

The Council asked about the lost checks. Kurtti explained that these are checks that were issued and had not been cashed for various reasons, such as lost checks, etc. No action was needed as they are replacement checks that were approved earlier.

**Main Motion: To approve the payment of the following:
Batch #111323PAY – \$142,579.97 and Batch #103123EFT- \$53,117.31 in the total amount of \$195,697.28.**

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

13. Adjournment

Main Motion: To adjourn at 7:08 pm.

Moved by:	Netland
Seconded by:	Tomperi
Action:	Motion carried on a 4-0 voice vote
In favor:	Tomperi, Netland, Olson, Bjornson
Opposed:	None

Interim City Clerk/Treasurer, Jensine Kurtti

Mayor, Elizabeth Olson