

**City of Menahga  
Regular City Council Minutes  
May 13, 2024**

**1. Call to Order**

The Menahga City Council held their Regular Monthly Meeting on Monday May 13, 2024.

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                      Dan Warmbold
- Jody Bjornson                                      Durwin Tomperi - via electronic means

City Office Staff present: City Clerk/Treasurer Brett Gagnonpalick  
Administrative Assistant Jensine Kurtti

**3. Pledge of Allegiance**

**4. Approval of Agenda**

To approve adding 10 n. – Dept. Head Evaluations by City Clerk/Treasurer.

**Main Motion: To approve the agenda as amended.**

Moved by:	Netland
Seconded:	Warmbold
Action:	Motion carried by a 5-0 voice vote
In favor:	Olson, Tomperi, Netland, Bjornson, Warmbold
Opposed:	None

**5. Communication Appearance Request - None.**

## **6. Public Forum and Correspondence**

**a. Corrine Neisess:**

- The water bill did not come to her. Wants to know how the estimate was arrived at. Requests a proper explanation.

**b. Maxine Thompson (and Kenneth):**

- She wants to know when the new meters were installed. Why did it take so long to get the corrected bill? Wondering why the Council thinks she should pay her outstanding bill. She wants to know who reads the meters now.

**c. Joan Gravely:**

- Joan wants to know how the eighty-three people were assessed for their bills.

**d. Jeff Schindeldecker:**

- Jeff reported that he was the ringleader of this water/sewer back billing. He thinks it is weird that you pay your bill, and then get another bill. Jeff believes that the decimal points were off. Jeff stated that after viewing another resident's bill, it was obvious to him that it was inaccurate as he questioned the hygiene of this resident using only 80 gallons of water during that billing cycle.

**e. Dennis Anderson:**

- Dennis passed stating he was there on behalf of his daughter.

**f. James Kraskey:**

- James wants to know who is liable. People or City? Is it the meter reading or the entering the of the numbers here at City Hall. Nobody reads their own meter. He claims to not know how to read the meters. He is paying more for water than for power.

**g. Brian Pettow:**

- Brian Pettow owns Menahga Marine & Rental. He asked why the City is requiring him to provide a road through his property.

**h. Jon Rippentrop:**

- Claims the water is not drinkable without filtration. [no asks, simply conjecture and frustration]

**i. Grant Skoog:**

- [The lawyer] Claims it is a lack of transparency. [Made some very strange claims about the City]. Requests the City have an informational night to explain everything in detail, with a question-

and-answer session.

**j. Dan Rippentrop:**

- Dan wants to know when Public Works replaced the water meters. He talked about tracking the numbers at the nursing home. He does not believe the meters were wrong. (Note: There was no discrepancy in the nursing home meter readings). Dan is scared we are going to randomly charge him for a water bill in the future. Dan did not have his own water bill issue.

**Clerk/Treasurer's comment:** All of the above individual residents were sent letters with the back billing, which requested that they come into the City Hall Office to receive an explanation on their bills, which only a few had taken advantage of this request.

## 7. Consent Agenda

### Minutes to Approve:

- a. **April 8, 2024 – Regular Council Meeting Minutes**
- b. **April 19, 2024 – Board of Review and Interviews**
- c. **April 23, 2024 – Interview Deputy Clerk Minutes**
- d. **April 29, 2024 – Special Meeting/Work Session Minutes**

**Main Motion: To approve the Regular City Council Meeting Minutes of April 8, 2024, April 19, 2024 Board of Review and Interview, April 23, 2024 Interview Deputy Clerk, and the April 29, 2024 Special Meeting/Work Session Meeting Minutes.**

Moved by:	Warmbold
Seconded:	Netland
Action:	Motion carried by a 5-0 voice vote
In favor:	Olson, Tomperi, Netland, Bjornson, Warmbold
Opposed:	None

## 8. Public Hearing – None.

## 9. Acknowledgment of receipt of Commission Minutes

### a. Planning and Zoning – FYI

April 4, 2024 Regular Meeting, April 9, 2024 Work Session, April 24, 2024 Work Session, May 2, 2024 Regular Meeting and May 7, 2024 Work Session.

Bjornson asks about Brian Pettow’s property in regard to the new Zoning Ordinance. Netland says [Pettow] can fill out a variance request. Bjornson is having a hard time accepting that Pettow is being required to pay for a road into his property. Netland rebuts with stating that we are merely following our policy. Kurtti explains that there must be an access point [Pettow wants to split his parcel, therefore causing a landlocked scenario within the property],whereby they must have an access road. Netland again emphasizes filling out the variance request.

**10. New Business**

**a. Work Session Date Change to May 28, 2024.**

**Main Motion: To approve the date change from May 27<sup>th</sup>, Memorial Day Holiday day, to Tuesday, May 28<sup>th</sup>, 2024.**

Moved by:	Bjornson
Seconded:	Warmbold
Action:	Motion carried by a 5-0 voice vote
In favor:	Olson, Tomperi, Netland, Bjornson, Warmbold
Opposed:	None

**b. Northbound Spirits Liquor License On-Premises Parking Lot July 12th & 13th, 2024**

**Main Motion: To approve the application for Northbound Spirits for a temporary permit for July 12<sup>th</sup> and July 13<sup>th</sup>.**

Moved by:	Bjornson
Seconded:	Netland
Action:	Motion carried on a 5-0 voice vote
In favor:	Tomperi, Netland, Olson, Warmbold, Bjornson
Opposed:	None

**c. National Police Week Proclamation May 12th - May 18th, 2024**

**Main Motion: To proclaim May 15<sup>th</sup> as Peace Officer Memorial Day and proclaim May 12-18, 2024 as Menahga Police Week.**

Moved by:	Warmbold
Seconded:	Bjornson
Action:	Motion carried on a 5-0 voice vote
In favor:	Tomperi, Netland, Olson, Warmbold, Bjornson

Opposed: None

**d. Resolution 2024-16 Donation for Hooked on Fishing**

**Main Motion: To approve Resolution 2024-16 accepting generous donations from Spirit Lake Lumber in the amount of \$50 and Community First Bank in the amount of \$200 for a total of \$250.00 for the Hooked on Fishing Program.**

Moved by:	Tomperi
Seconded:	Bjornson
Action:	Motion carried by a 5-0 voice vote
In favor:	Olson, Tomperi, Bjornson, Netland, Warmbold
Opposed:	None

**e. Resolution 2024-17 Donation to Police Dept.**

**Main Motion: To approve resolution 2024-17, accepting the generous Donation of \$1,000 from Mid-Minnesota Federal Credit Union for the Menahga City Police Department.**

Moved by:	Netland
Seconded:	Warmbold
Action:	Motion carried on a 5-0 voice vote
In favor:	Tomperi, Netland, Olson, Warmbold, Bjornson
Opposed:	None

**f. Resolution 2024-18 Donation to Sounds of Spirit Lake**

**Main Motion: To approve resolution 2024-18, accepting the following donations from Steve Ollanketo - \$50, the Menahga Civic and Commerce Association - \$2,000, Chocker's Bakery - \$100, Menahga Insurance Center LLC - \$150, Chick Bee Farms LLC - \$20, The Cotty - \$100 and Jan's Attitude - \$400, for a total amount of \$2,820.00.**

Moved by:	Bjornson
Seconded:	Warmbold
Action:	Motion carried on a 5-0 voice vote
In favor:	Tomperi, Netland, Olson, Warmbold, Bjornson
Opposed:	None

**g. Purchase Trees for St. Urho Park**

**Main Motion: To approve the purchase of trees for St. Urho Park from Greener Tomorrows at a cost of \$740.00.**

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

**h. Land Use Ordinance 151 – Council Final Review at May Work Session**

Bjornson is asking for the old copy so he can compare and contrast the changes. Kurtti informs Bjornson that copies are located on the City website, but that she would provide a copy to all Council Members.

**i. Deputy Clerk Melanie Schermerhorn Authorized Signer**

**Main Motion: To approve Melanie Schermerhorn as an authorized signer for the City of Menahga, on all accounts required by the position of Deputy Clerk.**

Moved by:	Bjornson
Seconded:	Warmbold
Action:	Motion carried on a 5-0 voice vote
In favor:	Tomperi, Netland, Warmbold, Bjornson, Olson
Opposed:	None

**j. VFW Post 6206 License Enclosed Beer Garden for July 12th-14th 2024**

**Main Motion: To approve the application for the Guy L. McDermit VFW Post 6206 for a temporary permit for July 12<sup>th</sup> through July 14<sup>th</sup>, 2024.**

Moved by:	Bjornson
Seconded:	Warmbold
Action:	Motion carried on a 5-0 voice vote
In favor:	Tomperi, Netland, Olson, Warmbold, Bjornson
Opposed:	None

**k. Sand Creek Employee Assistance Program (EAP)**

**Main Motion: To approve the Employee Assistance Plan (EAP) Agreement with Sand Creek for one year at a cost of \$1,725.00 and, authorize Brett Gagnonpalick to contact Sand Creek.**

Moved by:	Tomperi
Seconded:	Netland
Action:	Motion carried on a 5-0 voice vote
In favor:	Tomperi, Netland, Olson, Warmbold, Bjornson
Opposed:	None

Kurtti explains that this is necessary so that the City can receive reimbursement on insurance that is being paid.

**I. Black Diamond Concrete Additional Sidewalk at Liquor Store**

**Main Motion: To approve the proposed quote from Black Diamond Concrete at a cost of \$3,780.00.**

Moved by:	Warmbold
Seconded:	Bjornson
Action:	Motion carried on a 5-0 voice vote
In favor:	Tomperi, Netland, Olson, Warmbold, Bjornson
Opposed:	None

Kurtti explained to the council where the funding would be coming from. There is a TIF fund that is solely used for infrastructure (sidewalks and alley way) projects.

**m. Administrative Office Personnel Budget**

Bjornson wanted to ensure that the City will not go over budget in regards personnel salary funding. Given the data that was presented, the City Clerk/Treasurer reported there would not be any issues.

**n. Dept. Heads Evaluations by City Clerk/Treasurer**

**Main Motion: To approve the City Clerk/Treasurer (Brett Gagnonpalick) to perform the evaluations for the Public Works Director, Liquor Store Manager, Police Chief, Deputy Clerk and Administrative Clerk.**

Moved by:	Netland
Seconded:	Tomperi
Action:	Motion carried on a 5-0 voice vote
In favor:	Tomperi, Netland, Olson, Warmbold, Bjornson

## 11. Unfinished Business

### a. Railroad Right-of-Way Sale – Duane Hillukka

Bjornson disagreed with the idea of denying the motion to not sell, and agreed that the City should sell. Warmbold agreed with Bjornson. Netland [Planning and Zoning Commission Member] explained the reasoning behind why the City should retain ownership of the property [#R170274020]. For the little bit of funding we [the City of Menahga] would receive from the sale, the City may be better served in its ownership, should the City expand in the future. The Planning and Zoning commission voted unanimously for the City to retain ownership of the property.

Tomperi stated that he walked the property and saw no reason to hold onto the property. With the proper easements [Road and Utilities] a deal could be made between the City and Hillukka.

Bjornson dropped the motion to sell the property, with easement caveats. Further discussion between the Council on the details ensued.

Olson recommended tabling this Agenda item.

Tomperi suggested that Hillukka bring information back to the Council. The motion was dropped and this agenda item was tabled for later discussion.

### b. Minnesota Pump Agreement

Tomperi had some questions and was confused about the paper quote from Minnesota Pump Works. Gagnonpalick will reach out to Public Works and gain fidelity on the subject. Olson recommended this item be tabled, which the Council agreed.

### c. Maintenance Shop Roof Repair

More discussion ensued about the repair quotes. Tomperi warned about the issue of rotting lumber due to the holes in the roof, and their use in the future construction. The roof repair agenda item/motion was tabled.

Gagnonpalick will instruct the Public Works Director to redo the quotes.

### d. Lease Agreement - Security Cameras with WCTA



**Main Motion: To approve the proposed lease agreement with WCTA for the City Hall - one-time fee of \$950 and 163.50/month thereafter, and the Liquor Store - one-time fee of \$950 with a \$239.25 monthly fee thereafter.**

Moved by:	Netland
Seconded:	Tomperi
Action:	Motion carried on a 5-0 voice vote
In favor:	Tomperi, Netland, Olson, Warmbold, Bjornson
Opposed:	None

**e. Approve Fee Schedule - Extended Stay Campground Rates/Zoning Permit Fees**

**Main Motion: To approve the updated Fee Schedule for the multi-week campground rates and zoning permit fees for platting and accessory buildings.**

Moved by:	Bjornson
Seconded:	Warmbold
Action:	Motion carried on a 5-0 voice vote
In favor:	Tomperi, Netland, Olson, Warmbold, Bjornson
Opposed:	Bjornson

Kurtti explains that the proposal [brought in by Cox] for the adjusted campground fees are part of the fee schedule change.

Kurtti explained to the Council that there were two fees for the same thing. Under Subdivision and Platting, it required separate payments of \$400.00 and \$100.00. The correction to fee schedule condensed those two into a single \$500.00 payment.

Kurtti notified the Council that there was a change to the accessory structure square footage requirement from 120 sq ft to 200 sq ft. No charge on this.

**12. Consideration of Bills**

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

- a. Batch #050324PAY - \$7,588.66
- b. Batch #043024EFT - \$55,906.45
- c. Batch #050624PAY – Zero (did not purchase)

d. Batch #051324PAY - \$47,975.28

**Main Motion: To approve the payment of the following: Batch #050324PAY – \$7,588.66, Batch #043024EFT - \$55,906.45, Batch #050624PAY – 0.00, and Batch #051324PAY- \$47,975.28 for a total amount of \$111,470.39.**

Moved by:	Warmbold
Seconded:	Bjornson
Action:	Motion carried on a 5-0 voice vote
In favor:	Tomperi, Netland, Olson, Bjornson, Warmbold
Opposed:	None.

### 13. Adjournment

**Main Motion: To adjourn at 7:08 pm.**

Moved by:	Netland
Seconded:	Warmbold
Action:	Motion carried on a 5-0 voice vote
In favor:	Tomperi, Netland, Olson, Bjornson, Warmbold
Opposed:	None

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City Clerk/Treasurer, Brett Gagnonpalick

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Mayor, Elizabeth Olson