



Right-of-Way that will have to be removed. There still is no word back from Ewanika's on the sweeper repair, asked what the next steps/action should be? The Council requested that Ron bring the Sweeper back to Menahga to locate some other mechanic to make repairs to the Sweeper.

**1. Hire a Part-time PW Employee**

Interviews were held on April 15, 2022. After the interview, it was decided that the part-time Utility Worker position would be offered to Bryan Soukup at a starting wage of \$21.12 per hour, per the union contract, pending a favorable background check.

**Main Motion: To hire Bryan Soukup for the Part-time Utility Maintenance position at a starting rate of \$21.12/hour, pending successful completion of the criminal background check, with a start date to be determined at that time.**

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

**2. Proposal from Pro Sweep**

Yliniemi asked the council to accept the proposal dated 4/1/2022 from Pro Sweep, Inc in the amount of \$4,000 for sweeping the city roadways. The City is to supply water and a dump truck to haul away the debris.

**Main Motion: To accept the proposal for sweeping city roadways from Pro Sweep in the amount of \$4000 as presented.**

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

- **Police** - Chief Adam Gunderson  
Adam Gunderson did not have a written report available, but Betty Thomsen will send them out to the council.

**1. Chief of Police Squad Car Decals**

Chief Gunderson stated that he had placed graphics designs on the Menahga Police Department Facebook page. He provided the council with the design

that had the most votes. The cost of the graphics was quoted at \$7,200. The council was not receptive to the design and cost as presented and suggested that Adam work with Betty Thomsen and find a suitable/affordable decal for the doors of the Chief's Squad Car. The decals are to be placed on the squad car doors (one on each side) and not the entire car.

**Administration** – Temporary City Administrator Betty Thomsen

### **1. Water Tower finance information**

- **Water Tower Funding** – The city will not to be receiving any grant money for this project. Thomsen had been corresponding with Brian Hiles regarding this matter and he has informed her that the grant/loan application is an all-in-one process with the PFA through the Drinking Water Revolving Fund. The information that had been submitted to MaryJane Schultz went into determining the project affordability rate for the city. The PFA uses the City's Median Household Income (MHI) to determine the project affordability for the city. That is 1.2% of the MHI for the City.
- The affordability rate sets the rate that PFA says the city can afford to pay toward their water system expenses.  
Those expenses included debt service, operating expenses, maintenance expenses and repairs. If there is room below the affordability rate and above the city's water expenses, then there is money available for additional loan payment capacity. Any additional city expenses (new debt service) above the affordability rate are then eligible for grant dollars.  
After review by MaryJane, the representative from the PFA, it has been determined that the city has the capacity to afford the full loan amount for the water tower. All other major utility funding sources use this same type of calculation to determine grant eligibility. These calculations are completed every time a city applies for a new project to be financed thru PFA or USDA Rural Development.  
Brian stated that when communications with the city first began for this project, they made the statement that the city received about 70% grant funds on the water treatment plant project. And that he explained that the current package would be based on current city financial information regarding operation, maintenance, debt service and city Median Household Income. He also stated that we would not know where the funding package would fall until after the project was bid and PFA had the As-Bid costs.

## 2. 4 M Fund

**Investments:** The city has a couple of options within the 4M fund for investment purposes. If you make investments in \$100,000 increments the rates currently are: 1.8% for one year; 2.42% for 2 years; 2.65% for 3 years; 2.75% for 4 years and 2.8% for 5 years.

The city has the option of putting some of the funds in their Limited Term Duration Investments – this is a highly diversified, high quality, portfolio of securities allowed by State Statute for public entities in MN with an average maturity of around 1-year. It invests in numerous different investments providing the city with a professionally managed portfolio of securities that over time should provide a very competitive yield vs. other securities.

This would work well for the portion of funds that you may have a need to liquidate before the year is up as you can make monthly withdrawals and still obtain a competitive market return. Yield on this type would be .26% - 30-day net yield or .69% net market yield for the yield.

For the \$500,000 in longer term investments, Thomsen felt that a diversified, ladder approach is effective. You could take \$400,000 total in \$100,000 increments and invest from 2-5 years. Average yield on those funds in today's market would be around 2.60%. We don't expect to see rates in the 2-5 year space increase much over current levels over the course of this year and into next, so locking in these rates for the City for a portion of your funds makes sense in case we see rates start to drop within a few years.

Place \$100,000 into the 4M LTD Fund. This fund has a variable share price feature, so that as interest rates improve, you will see the yield in this fund increase which will help to increase the share price. This fund will allow the City some secondary liquidity since you have monthly access to these funds if needed, but still benefit from a diversified, professionally managed portfolio that over time should generate nice returns for the City. Due to the variable share price feature, this fund is recommended for funds that you don't expect to need to access for at least 1 year, but another nice feature is if you don't need the funds, you can keep them in this Fund if you'd like.

For the \$300,000-\$400,000 for water tower project costs, Thomsen recommends keeping those in the 4M money market programs. Those rates today are between .20%-.25%, but the Fed is widely expected to raise short-term rates in May and June by .75%-1.00%, so we expect the money market rates to improve over the summer. In the meantime, they will be liquid and available as needed to draw down to fund your project costs.

One final note – there are no fees that you will be billed for any of these investment options. Our fees are determined through our agreement with the League of MN Cities as administrator of the 4M Fund, so when we quote you a rate it is net of all fees. The consensus of the council was to leave the funds where they are.

### 3. Board of Appeal & Equalization

Betty Thomsen reported that the city has lost their local appeal rights for the 2022 and 2023 Board of Review, this will result in the decisions being made at the county level. This action was due to the absence of Huebner and Keranen (who were trained equalizers) at the 2022 City Board of Review meeting. Thomsen encouraged all council members to attend classes for equalization through online training with the Department of Revenue. A resolution will need to be sent in by February 1, 2024. At least one voting member will have to have training.

- **Fire - Chief Dave Kicker (Absent)**

Betty Thomsen reported that the door in the Fire Hall had been damaged, as well as a ladder on one of the Fire Trucks. Ralph Cox will fix the frame on the door.

### E. New Business

#### 1. Investments

Betty Thomsen provided the council with information regarding the city's investments in relation to water tower funding.

#### 2. Resolution 2022-022 – Donation from Jeff Schindeldecker

Jeff Schindeldecker had generously offered to donate and install rough-cut boards on the renovated Industrial Park Sign. Estimated value of \$2000.

**Main Motion: To adopt Resolution #2022-022 Accepting Donation of Lumber & Labor.**

Moved	Warmbold
Seconde	Keranen
Action:	Motion carried by a unanimous voice vote
In favor:	Tomperi, Warmbold, Olson, Keranen
Opposed	none

### CITY OF MENAHGA, MINNESOTA Resolution No. 2022-022

#### A Resolution Accepting Donation of Lumber

WHEREAS the city council of the City of Menahga has determined that a new sign for the Industrial Park will be constructed and;

WHEREAS Jeff Schindeldecker is donating to the city the rough-cut lumber, with the screws and labor to put up the boards;

LET IT BE RESOLVED, by the city council of the City of Menahga that the city graciously accepts this generation donation, value of \$2,000.00, from Jeff Schindeldecker for the construction of the new sign for the Industrial Park.

Adopted by the city council of the City of Menahga this 25th day of April, 2022.

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Elizabeth Olson, Mayor

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Betty J Thomsen, Temporary City Administrator

### **3. Resolution 2022-023 – Donation from Maggie Mogg**

Maggie Mogg had donated to the Menahga Fire Department, three memory foam convertible pillows with throws. These could be used for victims of a fire if the need arises.

**Main Motion: To adopt Resolution # 2022-023 Accepting a donation of three memory foam convertible pillows with throws.**

Moved	Keranen
Seconde	Warmbold
Action:	Motion carried by a unanimous voice vote
In favor:	Tomperi, Warmbold, Olson, Keranen
Opposed	None

#### **CITY OF MENAHGA, MINNESOTA Resolution No. 2022-023**

#### **A Resolution Accepting Donation of Three Memory Form Convertible Pillows with Throws**

WHEREAS the city council of the City of Menahga has received a donation of three memory foam convertible pillow with throws and;

WHEREAS said donation was received from Maggie Mogg

LET IT BE RESOLVED, by the city council of the City of Menahga that the city graciously accepts this generation donation from Maggie Mogg and further acknowledges that these will be given to the Menahga Fire Department for their use with victims of a fire if the need arises.

Adopted by the city council of the City of Menahga this 25th day of April, 2022.

Elizabeth Olson, Mayor

Betty J Thomsen, Temporary City Administrator

**4. Resolution 2022-021 – Sounds of Spirit Lake**

The Sounds of Spirit Lake has asked that the City of Menahga continue to be the fiscal agent for the year 2022.

**Main Motion: To adopt Resolution # 2022-021 Designating the City of Menahga as the fiscal agent for the Sounds of Spirit Lake and authorizing them to begin fundraising for the year 2022.**

Moved	Tomperi
Seconde	Keranen
Action:	Motion carried by a unanimous voice vote
In favor:	Tomperi, Warmbold, Olson, Keranen
Opposed	none

**CITY OF MENAHGA, MINNESOTA Resolution No. 2022-021**

**A Resolution Designating the City as Fiscal Agent for the Sounds of Spirit Lake and Authorizing the Fund Raising for 2022**

WHEREAS the city council of the City of Menahga acknowledges that the city is the fiscal agent for The Sounds of Spirit Lake;

WHEREAS the city council of the City of Menahga also recognizes the need for fund raising for The Sounds of Spirit Lake;

LET IT BE RESOLVED, that the city council of the City of Menahga that the City will be the fiscal agent for The Sounds of Spirit Lakes and;

LET IT BE RESOLVED FURTHER, that the city council of the City of Menahga does hereby authorize The Sounds of Spirit Lake to start their fund raising for the year 2022.

Adopted by the city council of the City of Menahga this 9<sup>th</sup> day of May, 2022.

Elizabeth Olson, Mayor

Betty J Thomsen, Temporary City Administrator

**5. Resolution 2022-024 – LMCIT Tort Liability**

It is time to renew the city’s insurance with the LMCIT (League of Minnesota Cities Insurance Trust). The council must decide if the city should waive the monetary limits on the municipal tort liability established by M.S. 466.04. The recommendation is that the city DO NOT WAIVE the monetary limits established in statute and in doing so, a claim cannot exceed those statutory limits.

**Main Motion: To adopt Resolution #2022-024 to Not Waive the monetary limits on Municipal Liability.**

Moved	Tomperi
Seconde	Keranen
Action:	Motion carried by a unanimous voice vote
In favor:	Tomperi, Warmbold, Olson, Keranen
Opposed	none

**CITY OF MENAHGA, MINNESOTA Resolution No. 2022-024**

**A Resolution to Not Waive the Monetary Limits on Municipal Tort Liability**

WHEREAS the city council of the City of Menahga recognizes that by electing to not waive the monetary limits on Municipal Tort Liability the City is not obligated beyond the monetary limits as established by M.S. 466.04

LET IT BE RESOLVED, by the city council of the City of Menahga that the city, as member of the LMCIT **DOES NOT WAIVE** the monetary limits on municipal tort liability established by M.S. 466.04

Adopted by the city council of the City of Menahga this 25th day of April, 2022.

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Elizabeth Olson, Mayor

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Betty J Thomsen, Temporary City Administrator

## 6. Minnesota Department of Health Project Priority List

Brian Hiles of Ulteig Engineering has provided a letter for the Mayor to sign and submit to the MN Dept. of Health requesting that the City of Menahga be placed on the 2023 Drinking Water Revolving Fund Project Priority List. This project is for the replacement of the old cast iron watermain in First Street SW, Balsam Avenue and Second Street N at an estimated cost of \$487,700.

**Main Motion: To authorize Mayor Olson to execute the letter to the MN Dept. of Health requesting that the City of Menahga be placed on the fiscal year 2023 Drinking Water Revolving Fund Project Priority List.**

Moved	Keranen
Seconde	Warmbold
Action:	Motion carried by a unanimous voice vote
In favor:	Tomperi, Warmbold, Olson, Keranen
Opposed	none

## 7. City Hall Camera Proposal

Betty Thomsen provided the council with a proposal from West Central Telephone Association (WCTA) for cost and installation of cameras for City Hall, both inside and out.

**Main Motion: To accept the proposal and have Betty Thomsen contact WCTA and schedule the installation of three Outdoor HD Bullet Cameras, two Indoor Dome Cameras at a cost of \$3034.90, with all of the cameras being channeled through the City Administrator's computer and to have WCTA channel the camera for the Liquor Store through the City Administrator's computer as well.**

Moved	Tomperi
Seconde	Warmbold
Action:	Motion carried by a unanimous voice vote
In favor:	Olson, Tomperi, Warmbold, Keranen
Opposed	None

## Consideration of Bills

**Main Motion: To approve Batch # 042522PAY in the amount of \$44,452.62 and Batch # 041922PAY in the amount of \$526.31, for a total \$44,978.93.**

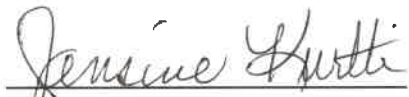
Moved	Warmbold
Seconde	Keranen

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

## Adjournment

### Main Motion: To adjourn at 6:50 pm

Moved	Keranen
Seconde	Tomperi
Action:	Motion carried by a unanimous voice vote
In favor:	Tomperi, Warmbold, Olson, Keranen
Opposed	None

  
Administrative Assistant, Jensine Kurtti

  
Mayor Elizabeth Olson