

**City of Menahga
Regular City Council Minutes
Monday, August 9, 2021**

1. Call to Order

The Menahga City Council held a Regular Meeting Monday, August 9, 2021.
Mayor Liz 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 Durwin Tomperi Art Huebner
Dan Warmbold

Absent: Robyn Keranen

3. Pledge of Allegiance

4. Approval of Agenda

Main Motion: To approve the agenda with the following amendments: Remove 2. By-Laws Distribution and Discussion and 3. Personnel Policy Review under 11. Unfinished Business and add those items to the Work Session on August 30, 2021; and add 6. Council Member Art Huebner Resignation to 12.c. Administration Items.

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

5. Communication and Appearance Requests:

Forensic Auditor -Brett Johnson reported his firm is waiting for the requested Liquor Store reports for the month of July 2020 from the City and, that they are only auditing 2020 and no previous years.

Internal Controls Examination - Auditor Brett Johnson stated they are conducting interviews and do have two more to conduct - Council Member Robyn Keranen and Liquor Store Manager Renata Parks. They are anticipating completion date by the end of August.

City Auditor - Dean Birkeland reported he is still waiting for the City to provide him with the December 31, 2020 Bank Reconciliation. He stated that he will be required to request another extension from the August 16th, 2021 date from the Office of the State Auditor based on the fact that the City has not provided the Bank Reconciliation. Mr. Birkeland stated he will check into the status of State Aid being delayed to the City of Menahga if the City's Audit is not filed by the new deadline.

6. Public Input (Must Sign in):

- a. Tim Ellingson** - Reported on work completed on the Bike/Trail - Will not be renting a Skidster from Menahga Marine & More, but renting a Dingo from R & R Rental for removal of debris etc.
- b. Jonathan Rippentrop** - Assessment questions on Tax Forfeited Property adjoining his property.
- c. Karol Andreassen** - Use of Sign next to the Liquor Store and Liquor Store Handicap Access.
- d. Joanie Liimatta** - AEM Accounting problems and Liquor Store Signage re: COVID.

7. Consent Agenda

- a. Approval of Sounds of Spirit Lake Payments in the amount of \$7,400.00.**

Main Motion: To approve the SOSL payments in the amount of \$7,400.00.

Moved by:	Tomperi
Seconded by:	Warmbold
Action:	Motion carried by a unanimous vote
In favor:	Olson, Tomperi, Warmbold, Huebner
Opposed:	None

- b. Approval of Liquor Store Midsummer Payments in the amount of \$993.27.**

Main Motion: To approve the Liquor Store Midsummer Payments for \$993.27.

Moved by:	Warmbold
Seconded by:	Tomperi
Action:	Motion carried by a unanimous vote
In favor:	Olson, Tomperi, Warmbold, Huebner
Opposed:	None.

c. Minutes - May 10, 2021, June 7, 2021, June 14, 2021, June 28, 2021 (None of the above Minutes were provided to the Council).

March 8, 2021 Regular Meeting Minutes as Amended; April 12, 2021 Regular Meeting Minutes as Amended; April 19, 2021 Board of Review Minutes as Amended; May 3, 2021 Special Meeting/Work Session Minutes as Amended. (All Amended Minutes were approved by the City Council at the Special Meeting held on July 26, 2021, held at Greenwood Connections).

8. Notices and Communications - None.

9. Public Hearings - None.

10. Acknowledgment and receipt of board/commission minutes

a. Greenwood Connections Board Minutes:

- Nursing Home census was 84% for July 2021, with the State average being 74%. Current census as of August 9th, 2021 was 55;
- MDH/CMS is changing some of the testing requirements based on the Delta Variant -are testing monthly, but encouraged to test weekly ;
- Are in the process of repairing leaks in two air conditioners within the facility at a total cost of \$10,830.

Main Motion: To approve the Greenwood Connections Board Report and Minutes.

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

Main Motion: To approve the Greenwood Connections Pay/Wage Increase Request dated August 9, 2021, said increase to take effect May 1st, 2021.

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

11. Unfinished Business

1. Black Mold Update - The mold has been removed and the City is seeking quotes for the replacement of the HVAC system at City Hall.

2. Approval of Mayor's Expenses to Attend Mayor's Conference September 17th and 18th at St. Benedict's

Main Motion: To approve the Registration in the amount of \$99, lodging and mileage for the Mayor's attendance at the Annual Minnesota Mayor's Conference September 17th and 18th at St. Benedict's.

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

12. New Business

a. Public Works Department Items

1. City Hall HVAC Quote(s)

Main Motion: To approve DMP Heating & Cooling quote in the amount of \$10,550 for the replacement of the Furnace and Air Conditioning HVAC units at City Hall.

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

2. Grader Sale and Disposition of Excess Equipment - Requested Ron Yliniemi to provide the Council with estimated values on each of the pieces of equipment for the following City Council Meeting.

3. ADA Sidewalk and Catch Basin at Greenwood Connections

Main Motion: To approve the estimated cost of \$3,400 provided by Black Diamond Concrete, to replace the concrete around the Catch Basin and the sections of sidewalks to provide for ADA compliance at Greenwood Connections. The cost will be split 50-50 between the City and Greenwood Connections.

Moved by:	Tomperi
Seconded by:	Huebner
Action:	Motion carried by a unanimous voice vote.
In favor:	Tomperi, Warmbold, Huebner, Olson
Opposed:	None

4. Cattail Trail SE Cul-de-sac Paving Project Update

Ron reported that he has talked to the Engineer who took measurements and will be providing the specs for the paving project. He stated that it would be under the \$200,000 threshold and that he would make phone calls to two (2) contractors when the specs are ready to seek quotes for the paving of the Cul-de-sac. (Developer Jeff Schindeldecker has agreed to reimburse the city for the cost of the paving project).

b. Fire Department Items

1. Approve appointing Ken Isaacson to Fire Department.

Main Motion: To approve Ken Isaacson to the Fire Department.

Moved by:	Huebner
Seconded by:	Warmbold
Action:	Motion carried by a unanimous voice vote.
In favor:	Huebner, Warmbold, Tomperi, Olson
Opposed:	None

2. Fire Department Checking Accounts Discussion, OSA and Ehler's information.

State of Minnesota, Office of the State Auditor Statement of Position states, "Under Minnesota Law, a city or town fire department is a part of the city or town. It is not a separate governmental entity, and therefore, it cannot have its own checking account.....If a fire department is a city or town department and has its own checking account, such an account is not authorized. Ownership of the account must be transferred to the city or town, or the account must be closed."

Mayor provided a copy of the Banyon Chart of Accounts used by the City of Sebeka in order to provide more detail at the request of the Townships. The Council asked that the City staff add these accounts to the existing Chart of Accounts in order to accommodate more detail.

An Automatic Transfer Authorization was provided regarding the Checking Account in question. This matter was tabled for the Work Session due to lack of City staff in attendance to provide information on the Authorization.

3. Fire Department Interest Payments

This matter was not discussed based on the absence of City Staff in attendance at the meeting.

c. Administration Items

1. Motion to modify June 14th Motion to Conduct Administrator Evaluation on August 9 and perform review on August 30th.

Main Motion: To move the City Administrator's 60 day Evaluation from August 9th to August 30, 2021, due to circumstances in the City Offices.

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

2. Administration Staffing Needs.

Main Motion: To hire Char West at a rate of \$40.00/hour either at a consulting or at an hourly rate, contingent on her acceptance to start immediately.

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

3. OML Posting - Post Office

Main Motion: To direct the City Administrator/staff to post all City meeting notices at the Menahga Post Office in addition to the usual postings on-line and at City Hall.

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

4. Update on Cash Reconciliation - None provided.

5. AEM Discovery Session Regarding Banyon Support and Training. - Victoria Holt presented information. This matter was tabled due to no City Staff in attendance.

6. Art Huebner Resignation Letter

Main Motion: To accept the letter of resignation from Art Huebner as the Planning Commission Council member representative.

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

13. Consideration of Bills

a. Approval of Bills


Main Motion: To approve the attached EFT.1 - \$868.51; EFT.2 - \$25.43; EFT.3 - \$907.02, EFT.4 - \$113.06 and July EFT - \$61,214.14, for a total of \$63,128.16.

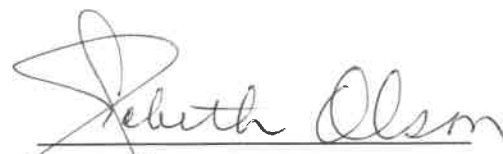
Moved by:	Warmbold
Seconded by:	Tomperi
Action:	Motion carried by a 3-1 voice vote
In favor:	Tomperi, Warmbold, Olson
Opposed:	Huebner

14. Adjournment

Main Motion: To adjourn at 7:34 p.m.

Moved by:	Tomperi
Seconded by:	Warmbold
Action:	Motion carried by a unanimous voice vote
In favor:	Tomperi, Warmbold, Huebner, Olson
Opposed:	None.


Acting Clerk, Mayor Elizabeth Olson


Mayor Elizabeth Olson

