

**City of Menahga**  
**Special City Council Meeting Minutes**  
**6 pm, Monday, July 26, 2021**  
**Held at Greenwood Connections Training Room**  
**– 427 Main St NE, Menahga, MN 56464 –**

**1. Call to Order**

The Menahga City Council held a Special Meeting, Monday, July 26, 2021. Mayor Elizabeth Olson called the meeting to order at 6:00 pm at the Greenwood Connections Training Room located at 427 Main St NE, Menahga, Mn 56464.

**2. Roll Call**

Comprising a quorum of the council, the following members were present:  
Mayor Elizabeth Olson      Durwin Tomperi      Dan Warmbold  
Robyn Keranen – Late  
Absent: Art Huebner

**3. Pledge of Allegiance**

**4. Communication and Appearance Requests**

- Greenwood Connections 2020 Audit Report – Jed Cheney – Clifton Larson Allen was unavailable. GWC Administrator Ahlf provided a review of the Audit.

**Main Motion: To approve the 2020 Greenwood Connections Audit Report as presented by Administrator Laura Ahlf.**

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

**5. Greenwood Connections Report**

- a. Greenwood Connections Administrator Laura Ahlf went over Greenwood Connections 2020 Audit
- b. Greenwood Connections Administrator Laura Ahlf gave her report
  - Today's Census is 53
  - Census for the month June was 88%
  - Employee Appreciation Day in August

- New license for assisted living ready August 1, 2021
- Still waiting on electrical panel

**Main Motion: To approve the 2020 Greenwood Connections Board Report and Minutes as presented by Administrator Laura Ahlf.**

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

**6. Consent Agenda**

a. Minutes to Approve

- March 8, 2021 – Regular Meeting

**Main Motion: To approve March 8, 2021 – Regular Meeting Minutes as corrected.**

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

- April 12, 2021 – Regular Meeting

**Main Motion: To approve April 12, 2021 – Regular Meeting Minutes as corrected .**

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

- April 19, 2021 – Board of Review

**Main Motion: To approve April 19, 2021–Board of Review Minutes as corrected.**

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

- May 3, 2021 – Special Meeting/Work Session

**Main Motion: To approve May 3, 2021 – Special Meeting/Work Session Minutes as corrected.**

Moved by:	Tomperi
Seconded by:	Keranen
Action:	Motion carried by a 4-0 voice vote

In favor: Olson, Tomperi, Keranen, Warmbold  
Opposed: None

• May 10, 2021 – Regular Meeting

**Main Motion: To approve May 10, 2021–Regular Meeting Minutes as corrected.**

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

• June 7, 2021 – Special Meeting/Work Session

**Main Motion: To approve June 7, 2021 – Special Meeting/Work Session Minutes as corrected.**

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

• June 14, 2021 – Regular Meeting

**Main Motion: To approve June 14, 2021–Regular Meeting Minutes as corrected .**

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

• June 28, 2021 – Special Meeting/Work Session

**Main Motion: To approve June 28, 2021 – Special Meeting/Work Session Minutes as corrected.**

Moved by: Warmbold  
Seconded by: Tomperi  
Action: Motion carried by a 3-0 voice vote  
In favor: Olson, Tomperi, Warmbold  
Opposed: None  
Abstained: Keranen

• Approval of the Sounds of Spirit Lake Donations:

Five Wings Arts Council - \$3,900; Greener Tomorrows - \$300; Spirit Lake Resort & Motel - \$100; VFW - \$1,500; Shell Sport & Bait - \$400; A Clean Plate, Inc. - \$150; Pinoniemi Chiropractic, Inc. - \$200; Kahvila - \$40; Jan's Hair Attitude - \$150; Subway - \$150; West Central Telephone - \$500;

Menahga Insurance Center - \$120; Jewel of the Northwoods - \$250;  
Gateway Lion's Club - \$500.

**Main Motion: To approve Sounds of Spirit Lake Donations in the total amount of \$4,360 with thank them for their donations.**

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

**7. Unfinished Business**

a. Approval of Evaluation Summary

- Greenwood Connections Administrator, Laura Ahlf

**Main Motion: To accept summary as read:** A performance evaluation of the Menahga Greenwood Connections Administrator, Laura Ahlf was held on Monday, June 14, 2021, with the following Council Members present: Robyn Keranen, Durwin Tomperi, Daniel Warmbold, and Liz Olson. Council Member Art Huebner was absent. The council reviewed and discussed the performance of the Greenwood Connections Administrator. Ms. Ahlf was commended for the COVID pandemic response over the past year, completing the building project under budget and, will continue to seek qualified job applicants to fill the necessary positions at Greenwood Connections.

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

- City Administrator, Curtis Kreklau Jr.

**Main Motion: To accept summary as read:** A performance evaluation of the Menahga City Administrator, Curtis Kreklau Jr., was held on Monday June 14, 2021, with the following Council Members present: Robyn Keranen, Durwin Tomperi, Daniel Warmbold, Liz Olson and Art Huebner, who exited the Council Chambers prior to the completion of the evaluation. The Council reviewed and discussed the duties and performance of the City Administrator, as well as a review of the prior year evaluation. Based on all expectations which were identified and expressed by the council, as well as several continuing and in-progress performance improvement issues, a future performance evaluation will be scheduled in sixty (60) days.

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

**8. New Business**

a. Public Works Department Action Items

- Water Tower Update
- Grader Appraisal
- Sweeper Repair Discussion
- Private Citizen Paying for Paving a City Street

**Main Motion: To authorize the City Administrator to work in conjunction with the City Engineer and the City Attorney to create a Developer’s Agreement and to solicit bids for approval by the Council for the paving of the Cattail Trail Cul-de-sac.**

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

- DNR Drought Declaration and Water Usage was discussed and Public Works Directed reported that it is now in the third of five drought phases.

b. Police Department Action Items

- Hiring New Part-Time Officer J. White

**Main Motion: To approve hiring Joseph White as a Part-Time Officer at the current pay rate outlined in the pay scale pending a background check.**

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

c. Administration Action Items

- Hiring Process – Liquor Store Assistant Manager

**Main Motion: To approve advertising, including posting it on the City's website, for an Assistant Liquor Store Manager closing at 4:00 pm on Friday, August 13, 2021.**

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

- OML Posting Discussion – Reschedule for Work Session
- Audit and Forensic Audit Updates-

**Main Motion: To approve contacting all auditors to present updates at the next Regular Meeting on August 9, 2021.**

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

- Update on Cash Reconciliation – Reschedule for Work Session
- Telecommuter Forward Resolution -

**RESOLUTION  
IN SUPPORT OF TELECOMMUTING OPPORTUNITIES  
AND  
TELECOMMUTER FORWARD CERTIFICATION**

AT A MEETING OF THE MENAHGA CITY COUNCIL HELD AT THE GREENWOOD CONNECTIONS TRAINING ROOM, ON MONDAY, JULY 26, 2021,

RESOLUTION - IN SUPPORT OF TELECOMMUTING OPPORTUNITIES AND TELECOMMUTER FORWARD! CERTIFICATION;

WHEREAS, the City of Menahga supports and commits to promote the availability of telecommuting options;  
WHEREAS, the City of Menahga hereby appoints the City Administrator as the single point of contact for coordinating telecommuting opportunities within the City of Menahga including the following responsibilities:

1. Coordination and partnership with broadband providers, realtors, economic development professionals, employers, employees, and other telecommuting stakeholders.
2. Collaboration with broadband providers and employers to identify, develop, and market telecommuter-capable broadband packages.
3. Communication and partnership with broadband providers and economic development professionals to develop common goals.
4. Promotion of telecommuter-friendly workspaces, such as business incubators with telecommuting spaces, if such a workspace has been established in the political subdivision at the time the political subdivision adopts the resolution.
5. Familiarity with broadband mapping tools and other state-level resources.
6. Maintaining regular communication with the state broadband office.
7. Making regular reports to the Menahga City Council.

NOW, THEREFORE, BE IT HEREBY PROCLAIMED by the City of Menahga to support telecommuting opportunities for the City of Menahga in its application for Telecommuter Forward! Community certification.

Dated: July 26th, 2021

**Main Motion: To approve the Telecommuter Resolution as presented.**

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

- Bylaws Distribution – Reschedule for Work Session

- Set Budget Meeting for August – Reschedule for Work Session
- ServPro Update – It was reported that answers should be available by Wednesday. That Amanda and Tanya are working remotely with the phones being transferred to Amanda. - To re-schedule for the Work Session
- Add Sign Policy to Work Session

**9. Consideration of Bills**

- a. July Payments
- b. June 25 Payments
- c. June EFT Payments

<b>Main Motion: To approve bills</b>	<b>July 2021</b>	<b>\$108,818.27</b>
	<b>June EFT</b>	<b>\$51,231.10</b>
	<b>June 25</b>	<b>\$136,590.95</b>
	<b>Total</b>	<b>\$296,640.32</b>

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

**10. Bank Statement**

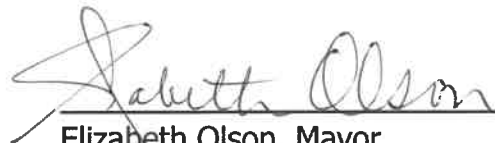
- a. June Bank Statement

**11. Adjournment**

**Main Motion: To adjourn at 8:16 pm.**

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

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Curtis Kreklau Jr., Administrator

  
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Elizabeth Olson, Mayor

