

**July Work Meeting Minutes
July 2, 2018**

The meeting was called to order by Mayor John Werner at 6:00 p.m. Present for the meeting; Mayor Werner, Councilors Greg Andrews, John Goman, and Bob Quade; Clerk/Treasurer Toni Blomdahl and attached list of public.

John G. made a motion to approve the June 4, 2018 Work Meeting Minutes and June 26, 2018 Audit Meeting Minutes with a second by Bob. All vote in favor. Motion passed.

Correspondence: None

NEW BUSINESS:

July Apportionment Fund Transfers: John G. made a motion to approve the following fund transfers with a second by Greg. All vote in favor. Motion passed.

From general checking to:
105 General - \$150,000 – pay back
230 Project investments - \$70,000 – pay back
230 Project investments - \$75,000 for Chicago Ave.
Total of \$295,000

Summary Financial Report – Statement of Revenues and Expenditures: Greg made a motion to approve the following report with a second by Bob. All vote in favor. Motion Passed.

Year Ended December 31, 2017

Governmental Funds	
Total Revenue	\$1,400,203
Total Expenditures	\$2,599,529
Excess(Deficiency)	(\$1,199,326)
Other Financing	252,335
Net Change in Governmental Funds	(\$946,991)

Utility Fund Balances	
Total Revenue	\$760,905
Total Expenses	\$768,477
Net Change in Utility Fund	(\$7,572)

Resolution 18-07-14 Appointing Absentee Ballot Board for 2018 Primary: Toni stated that, since Carley is going to process the ballots, Toni and Joan would be the AB Board for this election, rather than having Pat and Pat come in. Greg made a motion to approve the resolution with a second by Bob. All vote in favor. Motion passed.

Permit Required Confined Space Manual adoption and corresponding required forms: Greg stated that Justin and Justin should do a mock run through on the confined space program, so they are familiar with how it works. John W. stated the contractors will still be responsible for their own paperwork on confined space. John G. stated we have purchased the proper equipment to do these jobs but just needed the paperwork in place before we could proceed. John G. made a motion to approve the manual and forms with a second by Greg. All vote in favor. Motion passed.

Membership in MCFOA: Toni asked if herself and Carley could be members of the Municipal Clerks and Finance Officers Association (MCFOA) which is \$45 annually. Toni stated this is the association

that does the Clerk's school both herself and Joan attended. John G. made a motion to approve the membership for Toni and Carley with a second by Bob. All vote in favor. Motion passed.

Set Budget Meeting Dates: Toni asked Council when they would like to meet to discuss 2019 budget. The Council agreed to meet July 25th at 6:00 pm but would check with Suzanne to verify if that works for her. Toni will follow up with Suzanne.

UNFINISHED BUSINESS:

3rd Ave. S. sewer project update: Toni stated James at the PFA has sent the documents to our Bond Council. John W. stated Representative Mary Murphy asked Gary Cerkvnik, our lobbyist about the project and John confirmed it is two separate projects, 3rd Ave. S. project and E. Calvary water loop. John W. stated Gary spoke with the head of the PFA to help move the project forward.

East Calvary water loop: Toni shared an estimate from MSA to combine the engineering plans from 2009 and 2013 deep line and loop into one plan which is needed by the PFA. John W. stated if we do this plan we can let the bids this fall for the project. Greg made a motion to approve the estimate from MSA for \$9,000 with a second by Bob. All vote in favor. Motion passed.

Park: Toni presented Council with two estimates for the lights at the park pavilion from Duluth Electrical. One for installing a timeclock and photo eye for the lights as currently when someone requests them turned on for a rental, the lights can only be turned on at the electrical panel and are left on until we shut them off the next day. The second for moving the electrical panel to the interior of the storage building as the current panel is located outside with a lock and people have tampered with it in the past. John G. stated we should install cameras in the park to help stop vandals. Toni stated we have \$5,000 in the park budget for capital improvements and these two estimates total \$2,290. Greg made a motion to approve both estimates with a second by John G. All vote in favor except Bob who abstained as he has a relative at Duluth Electrical. Motion passed.

Ordinance #49 Nuisance: Toni presented Council a draft or Ordinance #49 with the changes they requested at the Council Meeting. Greg made a motion to adopt Ordinance #49 with a second by Bob. All vote in favor. Motion passed.

PUBLIC COMMENT: Nellie asked how the City can enforce these ordinances. John W. stated we need to have the ordinances in place and then work with the residents to get them in compliance,

Having nothing further to discuss John G. made a motion to adjourn the meeting with a second by Greg. John W. adjourned the meeting.

Respectfully submitted,



John Werner, Mayor



Toni Blomdahl, Clerk/Treasurer

8-6-18

Date

7-27-18

Date

Work Meeting
Date: July 2, 2018

	Name:	Address:	phone and/or email address:	X-speak
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2	Shirley Johnson			
3	Paul Williams			
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