

CITY OF ONAMIA REGULAR COUNCIL MEETING

Regular Meeting Minutes December 13, 2023

Council members present: Bill Hill, Randy Anderson, Joe Boeringa, Sandy Nelson. Mayor, Marge Agnew.

Other staff present: City Clerk Treasurer/Michelle Peterson. Public Works Supervisor/Gene Falconer. Police Chief/Amy Mattison.

At 6:00pm the regular meeting was called to order with the Pledge of Allegiance. A **motion** was made by Bill Hill to approve the November 8th meeting minutes with one correction and approve the Special Meeting Minutes. Joe Boeringa seconded. AIF, motion carried.

Presentation of Claims: Council waited until the end of the meeting to approve the presentation of claims. Joe Boeringa made a **motion** to approve the presentation of financial claims, Marge Agnew seconded. AIF, motion carried.

Truth & Taxation: At 6:02pm Marge Agnew opened the Truth and Taxation portion of the meeting to public comment. No comments were made by the public. Truth and Taxation portion of the meeting closed at 6:03pm. Bill Hill stated that they had already beaten down the budget as much as they could before the TNT meeting. Bill Hill made a **motion** to approve **Resolution 2023-12A** adopting the 2024 Tax Levy. Joe Boeringa seconded, AIF, motion carried. Bill Hill made a motion to approve **Resolution 2023-12B** adopting the 2024 Final Budget, Sandy Nelson seconded. AIF, motion carried.

Open Forum: None.

Presentation of Audits, Petitions, Bonds, Insurance, Legislative Announcements, Complaints, and Requests. None.

Reports of Officers, Council Committees, Departments, Commissions:

Police Department: Chief Mattison presented.

- A. There were a few people that were interested in the open police department position, but they were not viable candidates.
- B. Motorola radios are still on backorder.
- C. Working on completing yearly training and submitting certificates.
- D. BCA let us know that our tobacco ordinance was not compliant. Working with clerk to update the ordinance.
- E. Reminded council about Onamia's snow removal policies for the Winter season.
- F. Council would like tobacco shops to be reminded to renew their license.

Fire Department: Chief Peterson presented.

- A. Holly Hanes turned in her resignation with the fire department. Marge Agnew made a **motion** to approve Holly Hanes resignation. Randy Anderson seconded, AIF, motion carried.
- B. The fire department is working with Sourcewell to get bids for Turnout Gear. They have only received one bid, for pants, helmet, and coat. The 1st bid came in at \$3,830 for one set and

the department will need 19 sets total. If the first bid does end up being the lowest bid, the cost would be about \$72,770 for all 19 sets of gear.

- C. Chief Peterson presented the Fire Department Building Plans. Bill Hill made a **motion** to accept the Building Plans and to get bids for the project. Joe Boeringa seconded, AIF, motion carried.

Maintenance: Public Works Supervisor Gene Falconer presented.

- A. Not much snow, some sweeping of sidewalks.
- B. Salted Streets on Sunday.
- C. Dealing with few street lights not working.
- D. City Hall needs new windows, gutters, and some wood is rotten next to the gutters. Marge wants public works to get bids for the windows for next months meeting.
 - a. Trim for the council room will not go in until spring or summer of 2024.
- E. Parks have been winterized.
- F. Weather is not cold enough for skating park yet.

Water & Sewer: Public Works Supervisor Gene Falconer presented.

- A. Major Grease issue in main lift station caused alarm Friday, December 8th. In the future a vac truck may be needed on a regular basis to clean the lift station.
- B. Everything is ready to go for the winter months.
- C. 2 hydrants are out of service, Red Willows & Nexus.

Planning & Zoning: Public Works Supervisor Gene Falconer presented.

- A. Gene wanted to double check that the PZ committee would be getting paid for meetings starting in 2024. Marge let Gene know that it is in the budget for 2024 and the budget was approved.
- B. A police garage didn't go up for the police department. Public works would like to redesign and move the police garage to lakeshore boulevard to have it connected to the salt shed that is budgeted for 2024. They would also like to use this building for some storage as well.

Parks: Bill Hill made a **motion** to approve Resolution 2023-12C, accepting a donation to the city parks for \$500.00 from the Onamia Veteran's Club. Joe Boeringa seconded, AIF, motion carried.

Unfinished Business: Clerk Peterson presented.

- A. The council was given a copy of The MN Basic Code Model Ordinance along with a checklist of where they are with adopting the code. City Clerk Peterson let the council know that currently, to move forward, the council needed to decide if they wanted to include the Zoning Chapter 151 in the adopted list of ordinances. Bill Hill made a **motion** to include the ordinance in the final draft of the Ordinance, Joe Boeringa seconded, AIF, motion carried.

New Business:

- A. The City Council discussed adopting an Ordinance adopting tobacco regulations and repealing ordinance No. 65 tobacco. Bill Hill made a **motion** that if City Attorney Bob Ruppe approves, to have the final copy of an updated tobacco ordinance ready for the next months meeting, Randy Anderson seconded, AIF, motion carried.
- B. Notice of the Water Treatment Plant was in the packets.
- C. Bill Hill made a **motion** to approve Tobacco Licenses for the year 2024 for Casey's and Mellow Fellow. Randy Anderson seconded, AIF, motion carried.
- D. Joe Boringa made a motion to approve the November water/sewer adjustment report, Randy Anderson seconded, AIF, motion carried.

Clerks Report: Clerk Peterson presented.

- A. There will be a pre-construction meeting for the Water Treatment Plant in January. A date has not been set yet. The clerk will email the council with date and time before the meeting and post the meeting.
- B. The city audit will be starting on January 15th.
- C. The clerk and public works supervisor had been working together to find out who is responsible for the storm sewer drains on County Road 15 and Highway 27. The county Engineer, David Enblom, let the city know that it is the county's responsibility and the maintenance of the storm drains are on the high priority list for next year.

Other:

- A. Marge Agnew let the council know that she completed Clerk Peterson's review and that Clerk Peterson goes above and beyond for the city. Marge left it up to the council on if they think the clerk should get a 1 step increase or 2 step increase. Bill Hill stated that the raise would be in addition to the 2-step increase that was already approved in the budget. Randy Anderson made a **motion** to give Clerk Peterson a 2 step increases, Sandy Nelson seconded. AIF, motion carried.
- B. Bill Hill Public Works Supervisor Gene Falconer what the status is with the Family Dollar/Dollar Tree. Gene let the council know that the city has not heard anything from Family Dollar/Dollar Tree, and he had heard rumor that the project is dead in the water.
- C. The council let Gene Falconer know that the zoning committee should discuss updating the zoning map and presenting it to the council for adoption.

Adjourn: At 7:45 Joe Boeringa made a **motion** to adjourn, seconded by Randy Anderson. AIF, motion carried.

Dated on the 15th day of December 2023
December 13th, 2023 – Regular Meeting Minutes

Marge Agnew, Mayor

ATTEST:

Michelle Peterson, MCMC Clerk-Treasurer