

CITY COUNCIL MEETING  
FEBRUARY 20, 2024  
6:30 P.M., CITY HALL

Pursuant to due call and notice, the City Council of the City of Eagle Bend, MN met in regular session on Tuesday, February 20, 2023 at 6:30 P.M., in the City Hall. Mayor Scott Johnson called the meeting to order At 6:30 P.M. Council Members present were Jaculyn Lorentz, James Kimball, Jason Nelson, and Jessica Olson; absent: none. Also present was Deanna Hemmesch, Bryan Drown, Twila Pierce, James R. Gaida and Clay Sandmeyer.

The Pledge of Allegiance was recited.

(Action 24-02-23) Mayor Scott Johnson opened the Eagle Heights public hearing. With no one present for the public hearing and city administrator stating that no one has stopped by the office or called about this hearing. Mayor Scott Johnson (Action 24-02-24) closed the Eagle Heights public hearing.

Deanna Hemmesch from Central Minnesota Housing Partnership presented an Alley way agreement and Exclusive letter of intent. Council member Kimball stated after talking to someone about the legal description this made sense and should be corrected, Deanna said that she was the one council member Kimball talked too. After a brief review and discussion, (Action 24-02-25) council member Olson made a motion to approve the Alley Way agreement, this motion was seconded by council member Kimball. Motion adopted unanimously. The council was informed that CMHP will be re-submitting the proposed for the senior housing project. Plans and information will be sent to the Minnesota Housing Agency in July, 2024 for their review and possible, approval. The Council was presented with an updated version of the Letter of Intent to be signed. The letter summarizes some of the significant terms and conditions of the Project and Future Project Agreements between the city and CMHP on the senior housing project for the High School building. The original agreement was drafted by the CMHP attorney and the City of Eagle Bend's attorney and this updated agreement has been reviewed by both attorney's. Following a brief review, (Action 24-02-26) Council Member Lorentz moved to approve the Letter of Intent between CMHP and the City of Eagle Bend as presented upon Eagle Bend's attorney's approval, seconded by Council Member Olson. Motion adopted unanimously.

Bryan Drown from Bolton & Menk presented Resolution #24-08-707 and a quote from ESRI. Bryan Drown stated that resolution #24-08-707 would approve plans and specifications and authorizing advertisement for bids for the Phase 5 project. Bryan said this is the next step in the process and the city will need to start advertising for bids to meet the required timeline for bid publication. Bryan also stated that the city will have to start paying for its water & Sewer software through ESRI. Bryan said the state will pay for the first year's subscriptions but the city will have to pay for it after that. Council member Kimball stated that how the world is now, companies can't own software that they have to pay for yearly subscriptions. (Action 24-02-27) Council member Olson made a motion to approve Resolution #24-08-707 this motion was seconded by council member Lorentz. Resolution #24-08-707 was duly adopted. After further discussion about the ESRI software (Action 24-02-28) council member Lorentz made a motion to approve the quote for the ESRI software. This motion was seconded by council member Olson. Motion adopted unanimously.

Following a brief review and discussion, (Action 24-02-29) Council Member Lorentz moved to approve the minutes for the January 16, 2024 regular City Council Meeting, once a grammar error was corrected, seconded by Council Member Olson. Motion adopted unanimously.

Bills submitted for approval were reviewed by the City Council. Following a question and answer period, (Action 24-02-30) Council Member Lorentz moved to approve the bills for payment as presented, seconded by Council Member Kimball. Motion adopted unanimously.

Liquor Store financial report for the month of January 2024 was presented by the City Administrator to the City Council which showed that the liquor store had a net profit of \$4,358.42 for the month

The Council was presented with a monthly report for January from the Todd County Sheriff's Office showing calls they handled in the City of Eagle Bend during the month.

City Administrator presented L.M.C.I.T quote in the amount of \$12,932.00 from the League of Minnesota Cities Insurance Trust which covers the period from March 12, 2024 to March 12, 2025. This is a decrease of \$477.00 over last year's premium. After a discussion had ensued, (Action 24-02-31) Council Member Lorentz moved to pay the quote of \$12,932.00 as presented, seconded by Council Member Kimball. Motion adopted unanimously.

City Administrator presented the council with Resolution #24-09-708. City Administrator stated that Gail Levenson from WidSeth and Eagle Bend Development Corp were working on this Grant for the Splash Pad. City Administrator said the group was awarded this grant. Resolution #24-09-708 would be accepting this grant fund for the Splash pad grant writing fees. After further discussion (Action 24-02-32) council member Lorentz made a motion to approve Resolution #24-09-708, this motion was seconded by council member Nelson. Resolution #24-09-708 was duly adopted.

The Council was informed of the following donations made to the City which were as follows: Anonymous in the amount of \$25.00 to the Eagle Bend Fire Department. (Action 24-02-33) Council Member Olson presented Resolution #24-10-709 "A Resolution accepting a donation to the City" and moved for its adoption, seconded by Council Member Kimball. Put to a vote, the following members voted in favor of this resolution; Olson, Lorentz, Nelson, Kimball; against, none. Resolution #24-10-709 was duly adopted.

City Administrator presented Resolution #24-11-710. City Administrator informed the council these were the people who would be election judges for this year's elections. Following a brief review and discussion, (Action 24-02-34) Council Member Lorentz moved to approve Resolution #24-11-710, this motion was seconded by council member Olson. Resolution #24-11-710 was duly adopted.

Council member Olson brought up the status of the Lions Park Building. Olson stated the committee is working on this and will start getting bids for this project. Olson stated we would like to just deal with one contractor so that contractor can be in charge of finding sub-contractors. After a brief discussion, (Action 24-02-35) Council Member Nelson moved to approve advertising for bids in the newspaper for the Lions Park Building this motion was seconded by council member Lorentz. Motion adopted unanimously.

Twila informed the council of Taylor Lunemenn's water bill, that there was an error in the computer system that caused the issue in the bill. Twila stated that this computer error has been corrected. Council member Lorentz said she likes it when problems solve themselves. No action was taken.

City Administrator presented an application for the Janitorial Aid position. Twila Pierce requested that the City hire Samantha Runge for this position. After a brief discussion, (Action 24-02-36) Council Member Lorentz moved to hire Samantha Runge for the Janitorial Aid position, seconded by Council Member Nelson. Motion adopted unanimously.

City Administrator asked to amend Resolution #24-04-703. City Administrator stated this was just to approve a public hearing it did not need to be a Resolution. After further discussion (Action 24-02-37) council member Lorentz made a motion to approve amending Resolution #24-04-703 this motion was seconded by council member Nelson. Motion adopted unanimously.

Township Fire Contract Agreements covering the period of March 15, 2024 to March 15, 2025 were presented for Council approval. Following further discussion, (Action 24-02-38) Council Member Olson moved to renew the Fire Contracts with the Townships of Bertha, Burleene, Eagle Valley, Germania, and Wykeham as presented, seconded by Council Member Nelson. Motion adopted unanimously. The contracts will become effective pending the approval of the Township Boards.

The council was presented with a quote from Marco for a new phone system in City Hall, Maintenance shop, Liquor Store and Water Treatment Plant. City Administrator informed the council that the reason he reached out to Marco was we currently have our printer copier through them. Council member Lorentz asked if city Administrator reached out to any other companies. City Administrator replied no, Council member Kimball said this seems high but it could be the going rate nowadays. The council made to action on this and decided to table.

The Council reviewed a quote for the City's Liquor Liability insurance from Illinois Casualty Company in the amount of \$3,017.00 (Ebner Insurance) which was is an increase of \$54.00 over last year's premium. Upon reviewing and discussing the liquor liability quote presented, (Action 24-02-39) Council Member Lorentz moved to accept and pay the quote of \$3,017.00 from Illinois Casualty Company as presented, seconded by Council Member Nelson. Motion adopted unanimously.

The council brought up Bertha ambulance contract. The council asked City Administrator if he reached out to the city of Bertha to find out what the justification was to double their contract rate. City Administrator replied that he hasn't reached out to Bertha. The council request that the city Administrator finds out more details on why they doubled their contract rate. The city Administrator said he will reach out to the city of Bertha for some answers.

City Administrator and Head Maintenance Clay Sandmeyer brought up an ARC Electric estimate for the light fixtures at the water treatment plant. City Administrator informed the council that a couple light fixtures fell, causing both the fixtures and light bulbs to break. The council asked how this happened, Clay Sandmeyer replied that the only thing they could think of was the company that installed the light fixtures used small drywall anchors and no extra support. City Administrator informed the council that ARC Electric was the only company they could get to take down the light fixtures, Clay Sandmeyer also commented they were there in 40 to 45 minutes. City Administrator informed the council that ARC gave this estimate since they were there, this estimate was to convert the old light fixtures to LED and to move them to a different location in the Water Treatment Plant. Council member Lorentz said since ARC was there to help and did a good job, I think the right thing to do would be to let them finish the job and put up the new lights. (Action 24-02-40) council member Lorentz made a motion to approve ARC Electric estimate to covert the old light fixtures to LED and move them in the Water Treatment Plant, this motion was seconded by council member Kimball. Motion adopted unanimously.

The council was presented a quote from Mission Mechanical, City Administrator said that Srock Construction suggested to have a company look at the maintenance shop and fire hall to see how well they are ventilated. City Administrator said he could get more quotes, Council member Olson said this seems high and to look for more quotes. No action was taken and the council tabled this item for now.

The council asked about the liquor store and if the leaky pipe was fixed and if we looked into getting the signs replaced or painted. Twila said the leaky pipe was fixed.

Clay Sandmeyer asked the council if he can switch his hours back to 6:30 am to 2:30 pm, Clay said Adam is doing fine and he's very independent. After a brief review and discussion the council didn't see any problems with this.

The council brought up getting a sign for Nelson Park. Clay asked the council were they wanted to put it. Twila also stated that the city is at the maximum limit for highway signs. Council member Kimball asked why they can't just put it on the Nelson's Park property. Twila stated people driving by wouldn't be able to see it if they have the sign in the park, and the point of the sign is to show where the park is. Council member Kimball also mentioned the city parking lot. Clay mentioned that it has to be out of the road right of way. Clay stated that the city parking lot would be too close to the road right of way. Council member Lorentz said she thought the road right of way for highways is 66 feet. The council asked Clay Sandmeyer and City Administrator to find out what the restrictions are for this and where we could put the sign.

The City Administrator informed the Council that the Todd County Assessor has scheduled the Board of Equalization meeting for Thursday April 11, 2024 at 2:00 p.m. at the Eagle Bend city hall. Council members Lorentz, Kimball and Olson said they can attend. Mayor Johnson and council member Nelson also said if something would happen they could also attend.

Twila brought up to the council to start thinking about looking for someone to take her job. Twila said she plans on retiring in January of 2025 and would be willing to work part-time to help train in the new person taking her job. Council member Lorentz said we don't need to advertise in the paper yet and we could probably hold off for a little bit. Council member Kimball asked if Twila was still considering retiring in July and Twila replied no, I'll have to wait until the New Year.

There being no further business to come before the City Council, (Action 24-02-41) Council Member Nelson moved to adjourn at 8:17 p.m., seconded by Council Member Lorentz. Motion adopted unanimously.

James R. Gaida  
City Administrator

Scott Johnson  
Mayor