

SPECIAL CITY COUNCIL MEETING

September 24th, 2024

6:00 P.M., CITY HALL

Pursuant to due call and notice, the City Council of the City of Eagle Bend, MN met in Special session on Tuesday September 24, 2024 at 6:00 P.M., in the City Hall. Mayor Scott Johnson called the meeting to order at 6:00 p.m. Council Members present were Jessica Olson, Jim Kimball and Jaculyn Lorentz.; absent: Jason Nelson. Also present for this meeting was as followed James Gaida and Clay Sandmeyer. The purpose of this meeting was to discuss and review the special city council meeting ordinance, Deputy Clerk position and the proosed 2025 Budget & Levy.

The Pledge of Allegiance was recited.

City Administrator stated he has spoken with the city attorney in regarding to special city council meetings. The city cannot pass or change their ordinance about special meetings. Its state statute that special meetings have to be posted with the time, place and what items are on the agenda. The council cannot bring up new business or discuss items that are not on the agenda at special meetings. That our city ordinance states our city council meeting will be held on the third Monday of the month unless that day falls on a holiday than it will be held on the next business day. Therefor if the council decided to change the regular monthly council meeting date it than becomes a special meeting that must be either posted in the newspaper or notify the newspaper if there isn't enough time to get it posted in the paper. That special meetings are meant for pressing items that may come up that need to be discussed. The council could either have more regular monthly meetings or have public work sessions. Council member Olson asked if we have a work session does it need to be posted. City Administrator replied, yes I believe it would need to be posted in the paper but I will verify that with the attorney. Council member Kimball, stated thinks it would be good idea to have monthly work sessions. Council member Lorentz stated that she doesn't know if they would need to do them monthly but agrees that work sessions would be helpful. City Administrator stated that if the council decided to pass an ordinance to make work sessions a set date that they will run into the same problem they have with the regular council meeting and that should only schedule a work session when it is needed. The council agreed that they should only have work sessions when needed and want City Administrator to look into all the rules and laws about work sessions with the city attorney.

City Administrator brought up the Deputy Clerk position. City Administrator stated that Twila plans to retire in March of 2025 but would help train the new person in for her spot. City Administrator stated that Twila just ask that her insurance is paid for by the city if she is asked to help train in the new employee. Council member Lorenz stated that we should go over the job description and see if there is anything can be added from the City administrator's job description to the Deputy Clerk and see if there is stuff that just be removed the job description. Council member Olson stated we should start posting in the paper for this position but also post it on Facebook as well. Council member Lorentz and City Administrator agreed with council member Olson. Council member Olson asked to check with the attorney on how many hours Twila could work after she retires. After further discussion council member (Action 24-09-119) Lorentz made a motion to start posting for the Deputy Clerk position. This motion was seconded by council member Olson. Motion adopted unanimously.

The City Administrator presented and reviewed with the Council the proposed budget/levy for Fiscal year 2025. The 2025 proposed levy shows an increase of 2.4% over the previous year's levy. Every budget item was thoroughly examined for possible reduction, and every increase was kept at a minimum. City administrator answered and explained questions asked by the council members. Council member Kimball stated that when was the last time the levy increased. City Administrator replied that the levy hasn't been increased for four years and that people will need to realize that we tried to cut everywhere we could but the city needs to be

realistic because how bad inflation is today. Council member Kimball agreed that we should increase the levy and that we shouldn't cut the city short and should actually raise the levy even more. Council members Olson and Lorentz agreed that the city should raise the levy. City Administrator said its fine if you want to raise the levy but I need a percentage passed tonight to submit to the county. Following further review of the budget and levy (Action 24-09-120) Council Member Lorentz moved to adopt the Fiscal Year 2025 proposed budget with a 4% increase, seconded by Council Member Kimball. Motion adopted unanimously. (Action 24-09-121) Council Member Lorentz presented Resolution #24-27-726 "A Resolution adopting the proposed 2024 tax levy, collectible in 2025", and moved for its adoption, seconded by Council Member Olson. Put to a vote, the following members voted in favor of this resolution: Kimball and Lorentz; against, none. Resolution #24-27-726 was duly adopted. (Action 24-09-122) Council Member Lorentz moved to schedule the Initial Truth in Taxation Hearing for Monday, December 16, 2024 at 7:00 p.m., in the City Hall, seconded by Council Member Nelson. Motion adopted unanimously.

There being no further business to come before the City Council, (Action 24-09-123) Council Member Olson moved to adjourn at 7:26 p.m., seconded by Council Member Nelson. Motion adopted unanimously.

James R. Gaida
City Administrator/Clerk

Scott Johnson
Mayor