

CITY COUNCIL MEETING
AUGUST 19, 2024
7:00 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 Monday, August 21, 2023 at 7:00 P.M., in the City Hall. Mayor Scott Johnson called the meeting to order at 7:00 p.m. Council Members present were Jessica Olson, Jaculyn Lorentz, Jim Kimball and Jason Nelson; absent: none. Also present were Clay Sandmeyer, Twila Pierce, James Gaida, Bryan Drown and Cory Berg.

Following a brief review and discussion, (Action 24-08-93) Council Member Lorentz moved to approve the minutes of the July 16, 2024 Special City Council the motion was seconded by Council Member Kimball. Motion adopted unanimously.

Bills submitted for approval were reviewed. Following a question and answer period, (Action 24-08-94) Council Member Lorentz moved to approve the bills for payment as presented, seconded by Council Member Nelson. Motion adopted unanimously.

Liquor Store financial report for the month of July 2024 was presented to the City Council.

The Council was presented with a monthly report for July from the Todd County Sheriff's Office showing calls they handled during the month.

Bryan Drown from Bolton and Menk presented an update of the phase 5 project. Bryan Drown from Bolton and Menk presented an update of the phase 5 project. The City of Eagle Bend has applied for funding through the Minnesota Public Facilities Authority (PFA). The city was notified they will receive grant dollars from PFA in late July totaling \$1,436,857. With funding secured the project can move forward. The original substantial completion date for the project was September 6, 2024. With the delay in awarding the contract that completion date is not able to be met. City staff met with Blombeck Construction on August 7, 2024 to discuss project timelines. The project schedule is to complete the water main, storm sewer, and street reconstruction on Central Avenue in 2024 with removals to begin the week of September 9th and water main work to be started Monday, September 16, 2024. Depending on weather the contractor would also like to complete utility installation on Clark Street from 2nd Ave NE to Central Avenue. If this is completed these 2 blocks will be brought to a gravel surface over the winter. The remaining work on 3rd Avenue NE, Clark Street, and 2nd Avenue NE will be completed in 2025. This schedule will work better with Pro Ag's operations on 3rd Ave NE as they have less truck traffic in the spring. With the project split over 2 construction seasons the Contractor has requested an additional \$10,000 in mobilization cost as they will be moving equipment in and out multiple times.

The overall project costs based on the low bid received are:

Construction Bid - \$1,516,929.58
5% Construction Contingency - \$75,846.48
Engineering, Legal, Financial, Administrative - \$481,720.00

Total Project Cost = \$2,074,496.06

Funding for the Project is as follows:

PFA DWRP - \$198,834 loan @ 1% interest and \$795,336 grant
PFA CWRF - \$160,405 loan @ 1% interest and \$641,521 grant
City Bond for items not eligible for PFA Funding - \$278,000
Total Loan Amount = \$637,539

Total Grant Amount = \$1,436,857

After further question and answer (Action 24-08-95) council member Lorentz made a motion to approve Resolution #24-21-720 Accepting the bid of Blombeck Construction Inc for the Phase 5 Street & Utility Project. This motion was seconded by council member Kimball. Resolution #24-21-720 was duly adopted.

(Action 24-08-96) Council member Lorentz made a motion to approve Change Order No. 1 for the Phase 5 Street & Utility Project which updated Federal Wage Rates to current edition, Added \$10,000 to project contract for additional Mobilization, and revised project completion dates to August 2025. This motion was seconded by council member Kimball. Motion was duly adopted.

(Action 24-08-97) Council member Lorentz made a motion to approve Task 6 – Construction Services of Bolton & Menk, Inc Proposal dated August 25, 2023 in the amount of \$239,572 for the Phase 5 Street & Utility Project. This motion was seconded by council member Kimball. Motion was duly adopted.

(Action 24-08-98) Council member Lorentz made a motion to authorize Bolton & Menk, Inc to provide American Iron and Steel, BABA, and Prevailing Wage Rate Compliance Monitoring for the Phase 5 Street & Utility Project. This motion was seconded by council member Kimball. Motion was duly adopted.

City Administrator presented a LG220 application for Sharon Notch and the Eagle Bend Area Development Group. This application needs city council approval before the group can submit it to the state. City Administrator and Twila stated this permit is allow a one day gaming license. With all the proceeds going to the Splash Pad. After further discussion, (Action 24-08-99) council member Jason Nelson made a motion to approve the LG220 permit. This motion was seconded by council member Olson. Motion adopted unanimously.

City Administrator brought up to the council about possibly having a bar lead. City Administrator was approached by a bartender about getting more hours. City Administrator stated the bartender was looking 80 hours every two weeks and that would make them fulltime. City Administrator informed the bartender he would bring it up to the council and get their thoughts. Council member Kimball asked what is the difference between a lead bartender and a manger. Twila replied the benefits and wag but most of the responsibilities would be the same. They would be in charge of scheduling, ordering, inventory. Council member Olson stated I don't think that place is busy enough to have a manger but wasn't against the idea of having a bar lead. Council member stated that the lead should be scheduled at least one weekend a month. Also what were you thinking about paying a lead? Twila stated that she was hoping that the council would decide that. Council member Lorentz stated that if we're going to have a lead bartender you need to make a job description for that person. Also that it should be open for anyone of the bartenders to apply to. Twila stated that yes, we are planning to look at the job description and update it. The council asked Twila and James to review and update the bar lead responsibilities and bring it back to the council before the city makes the position available.

Twila presented the Methodist Church utilities bill. Twila was asked to bring to the council and to let the council know that the church left a toilet running. Twila told the church, the council didn't forgive this type of accident in the past but would bring it to the council. Council member Olson stated that the council has never forgiven the water portion of the bill and if water runs down the sewer than we can't forgive that either. Twila and Clay stated that the water did run down the sewer. After more discussion, the council did not make a motion to forgive the sewer portion of the bill.

City Administrator presented Resolution #24-22-721. This resolution would amend the personnel policy to update the ESST to the correct language. After further questions and answers, (Action 24-08-100) council member Kimball made a motion to approve Resolution #24-22-721. This motion was seconded by council member Lorentz. Put to a vote, the following members voted in favor of this resolution; Olson, Lorentz, Nelson, Kimball; against, none. Resolution #24-22-721 was duly adopted.

City Administrator brought up Resolution #24-23-722. This Resolution would set a public hearing for September 16th at 7:00pm in city hall. This would also approve the public notice being sent out to notify the affected property owners and to be posted in the newspaper. After further question and answer (Action 24-08-101) council member Lorentz made a motion to approve Resolution #24-23-722. This motion was seconded by council member Nelson. Resolution #24-23-722 was duly adopted.

The council was presented with the Vets Club asking to be open on the following Sunday's, October 6th, October 13th, October 20th and October 27th. City Administrator stated the Vets Club can be open for 12 Sundays a year. They plan to be open on the Sundays in November and December. City Administrator stated he spoke with the state and they need file paper on each Sunday and can't just list all the Sunday's on one application. City Administrator also asked the council how they should bill them. Because it's a \$100 for a liquor application and the city charged the Fire Department a \$100 when they wanted a one day liquor license for Eagle Bend Summer Fest. Council member Lorentz stated that they shouldn't be charged for each application but at least a \$100 for each month they plan to file. Council member Kimball agreed with Council member Lorentz. (Action 24-08-102) Council member Lorentz made a motion to approve the Vets Club 1 day permit for the following Sundays in October. October 6th, October 13th, October 20th and October 27th. This motion was seconded by council member Nelson. Motion adopted unanimously.

City Administrator presented quotes from Mission Mechanical and ESSR for a ventilation system installed in City Hall and Fire Hall. City Administrator stated he just got these quotes. Clay said this isn't James's fault he just got these today and I haven't even seen them yet. That these companies haven't been the easiest to work with. Clay reviewed the quotes to help the council better understand them. Clay said these quotes are confusing and hard to understand but it sounds like ESSR has everything in it we would need and Mission Mechanical is missing the upstairs room. Council member Nelson said something needs to be done with the Fire Hall. It's so humid in there and the Firemen's gear is getting mold on it. Mayor Johnson says we need to make a decision and get this job done and done right. City Administrator replied that the contractors said they would be able to speak to the council if that would make it easier to understand. The council agreed that would be best if they could have the contractors here to ask questions. After further questions and answers the council decided to wait on these quotes and have a special meeting with the contractors next week on Tuesday August 27th.

The council discussed what they should include in the 2025 budget for employee's wages. Council member Lorentz said we don't know because we have to factory in the new required minimum wage for salary employees. Council member Lorentz also stated that we have to factor in pay equity and what we are going to pay the bar lead if we have one. Council member Kimball stated that I believe he is just looking at parentage for working on the budget. City Administrator replied. Yes, this is something that Kevin always had on the agenda and I was hoping to a rough idea of a percentage the council was thinking so I can use that for the budget.

The Council was presented with a Zoning Permit Application (#24-04) Steve & Barb Weishair wanting to build a fence. The fence would be 56ft long and 5ft high. After further questions and discussion council member (Action 24-08-103) Kimball made a motion to approve Steve & Barb Weishair zoning permit application. This motion was seconded by council member Lorentz. Motion adopted unanimously.

There being no further business to come before the City Council, (Action 24 24-08-104) Council Member Nelson moved to adjourn at 8:47 p.m., seconded by Council Member Lorentz. Motion adopted unanimously.



James R. Gaida
City Administrator/Clerk



Scott Johnson
Mayor