

CITY COUNCIL MEETING
DECEMBER 16, 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, December 16, 2024 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 Jason Nelson, Jim Kimball, Jaculyn Lorentz and Jessica Olson; absent: none. Also present were Twila Pierce and Clay Sandmeyer.

The Pledge of Allegiance was recited.

Mayor Scott Johnson declared the Truth in Taxation Hearing open on the proposed 2025 budget and property taxes. Present for this hearing was Twila Pierce and Clay Sandmeyer. Mayor Scott Johnson stated that the floor is now open for any public comment regarding the city's proposed 2025 budget and levy. The 2025 Levy proposes an increase of 4.0% over the 2024 Levy. After a brief discussion on the proposed budget/levy and since the city received no oral or written comments regarding the proposed 2025 budget or levy, (Action 24-12-139) Council Member Lorentz moved to adopt the 2025 proposed budget as presented, seconded by Council Member Kimball. Motion adopted unanimously. (Action 24-12-140) Council Member Olson presented Resolution #24-32-731 "A Resolution approving the 2024 Tax Levy, Collectible in 2025" and moved for its adoption, seconded by Council Member Lorentz. Put to a vote, the following members voted in favor of this resolution: Olson, Kimball, Nelson, and Lorentz; against, none. Resolution #24-32-731 was duly adopted. (Action 24-12-141) Council Member Lorentz moved to close the Truth in Taxation Hearing at 7:04 p.m., seconded by Council Member Kimball. Motion adopted unanimously.

Following a brief review and discussion, (Action 24-12-142) Council Member Olson moved to approve the minutes of the November 18, 2024 and the minutes of the November 21, 2024 Emergency City Council Meeting as written, seconded by Council Member Nelson. Motion adopted unanimously.

Bills submitted for approval were reviewed. Following a question and answer period, (Action 24-12-143) Council Member Lorentz moved to approve the bills for payment as presented, seconded by Council Member Kimball. Motion adopted unanimously.

Bolton & Menk submitted invoice #0350923 in the amount of \$31,656.50 for professional services performed on the Phase 5 Street & Utility Improvement Project. (Action 24-12-144) Council Member Lorentz moved to pay invoice #0350923 as presented, seconded by Council Member Nelson. Motion adopted unanimously.

The Council was presented with invoice #B410384 from Braun Intertec in the amount of \$2,178.80 for concrete testing on the Phase 5 Street & Utility Improvement Project. After a brief review, (Action 24-12-145) Council Member Kimball moved to pay invoice #B410384 as presented, seconded by Council Member Olson. Motion adopted unanimously.

The Council was informed of the following donations made to the City which were as follows: Ez Asset Management Company in the amount of \$200.00 for the City; Loraine Froehlich in the amount of \$300.00 for the Eagle Bend Fire Department; and Jeff Becker in the amount of \$50.00 for the Eagle Bend Fire Department. (Action 24-12-146) Council Member Nelson presented Resolution #24-33-732 "A Resolution accepting a donation to the City" and moved for its adoption, seconded by Council Member Olson. Put to a vote, the following members voted in favor of this resolution; Olson, Lorentz, Kimball, and Nelson; against, none. Resolution #24-33-732 was duly adopted.

The council was presented with a construction estimate in the amount of \$3,215.00 from Minnesota Power. This estimate is for the installation of a 35/5 Pole, 70' of #2 Triplex Secondary to new pole, and swing existing service over to new pole away from new city building. The final bill will reflect the actual cost. Following a

brief discussion, (Action 24-12-147) Council Member Lorentz moved to approve the estimate of \$3,315.00 from Minnesota Power as presented, seconded by Council Member Nelson.

The City Administrator presented a list of interfund transfers of City funds which he was requesting for Council approval. Upon reviewing and discussing the proposed transfers, (Action 24-12-148) Council Member Nelson moved to approve the transfers as presented, seconded by Council Member Olson. Motion adopted unanimously.

The Council was informed that the Eagle Bend Fire Department Relief Association, Charitable Gambling, wishes to donate up to \$35,000.00 to the City with the suggestion that these funds be used for the Fire Department's Emergency Equipment/Building Fund. Following a discussion, (Action 24-12-149) Council Member Nelson moved to accept the donation with the money to be used as suggested, seconded by Council Member Kimball. Motion adopted unanimously. The City Administrator was instructed to deposit the entire donation into the Fire Department Fund as specified.

The council was presented with invoices from Taft/Stettinius & Hollister LLP for professional services rendered: invoice #6495018 was for the GO Improvement Note of 2024B in the amount of \$10,000.00; and invoice #6495019 was for the GO Improvement Note of 2024C in the amount of \$10,000.00. After a brief review and discussion, (Action 24-12-149) Council Member Lorentz moved to pay invoice #6495018 and invoice #6495019 as presented, seconded by Council Member Kimball. Motion adopted unanimously. The City Administrator informed the council that there would be one more invoice coming from Taft/Stettinius & Hollister LLP.

The Council was presented with Adam Bauch resignation letter notifying the City that he is resigning his position as Eagle Bend's Assistance Maintenance - Public Works effective December 27, 2024. Following a brief discussion, (Action 24-12-150) Council Member Kimball moved to accept Adam Bauch resignation as presented, seconded by Council Member Lorentz. Motion adopted unanimously. The City Council proceeded to discuss where to advertise this position and where they stand on wages. Following further discussion, (Action 24-12-151) Council Member Kimball moved to advertise for the Assistant Maintenance position with salary depending on qualifications, seconded by Council Member Olson. Motion adopted unanimously. The deadline for accepting applications will be Friday January 10, 2024 at 4:00 p.m. Mayor Johnson appointed Council Members Jessica Olson, Jason Nelson, Tim Notch, Clay Sandmeyer, and City Administrator Kevin Hess to be on the interviewing committee.

Jackie Lorentz informed the council that Burt Lorentz and she are considering installing a camp ground area just south of Nelson Park on property they owned. Mrs. Lorentz stated that they are getting quotes and trying to figure out if it is even feasible for them to do, but they would like the city to look into what needs to be done for them if they decide to proceed with this project. The City Administrator stated that he has talked with the City Attorney on this issue and the City Attorney stated that if the council agreed to proceed with this project, they should amend their ordinance to allow camp grounds under the conditional use permit section. Following further discussion, (Action 24-12-152) Council Member Nelson moved to amend the section of the city code to allow camp grounds under a conditional use permit, seconded by Council Member Kimball. Motion adopted. Council Member Lorentz abstained from voting.

The council was presented with the 2025 Legal Service Contract from Quinlivan & Hughes, P.A. This contract states that the city agrees to pay a retainer fee of \$550.00 per month which would include legal work ordinarily associated with City Attorney matters, such as contracts, ordinances, and resolutions. Any work that is not considered to be routine will be charged at \$280.00 per hour. Upon further review and discussion, (Action 24-12-152) Council Member Kimball moved to approve the 2025 Legal Service Contract from Quinlivan & Hughes as presented, seconded by Council Member Nelson. Motion adopted unanimously.

The Liquor store report for the month of November was presented by the City Administrator to the City Council which showed a net profit of \$7,682.88.

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

The council was presented with a quote from Granite Electronics for a three year preventative maintenance contract for the Eagle Bend emergency sire. Upon reviewing the contract, the council had some questions that the Chief Maintenance and the City Administrator could not answer. The council decided to table this issue until the January 2025 city council meeting. The council instructed Clay Sandmeyer to contact Granite Electronics to get their questions answered and to clear up what the city would be actually paying for.

Employees present for salary negotiations were Twila Pierce and Clay Sandmeyer. The Council proceeded to review and discuss the wages of all full and part-time employees. The 2025 budget contains a 3% increase in wages. Following a brief discussion and deliberation on wages, (Action 24-12-153) Council Member Lorentz moved to increase full time employee wages by 3% for 2025, seconded by Council Member Olson. Motion adopted unanimously. After a review of the part time bartender's and Janitorial wages, (Action 24-12-154) Council Member Lorentz moved to increase each pay step by 3% for 2025, seconded by Council Member Nelson. Motion adopted unanimously. The wage increase will become effective January 01, 2025.

The interviewing committee for the Deputy City Clerk's position reported to the council that they had interviewed six applicants for this job. Their recommendation to the city council was to hire Andrea Voller. Council Member Kimball stated that the reference he contacted on Andrea Voller had nothing but high praise for her and would hire her back. Upon further discussion, (Action 24-12-154) Council Member Lorentz moved to hire Andrea Voller as the city's next Deputy city clerk with her salary set at 20.00 per hour for January and February of 2025, the period Twila Pierce will be training Andrea, and then starting March 01, 2025 the pay would be raised to \$21.00 per hour, seconded by Council Member Nelson. Motion adopted unanimously. The City Administrator called Mrs. Voller and Mrs. Voller accepted the position with the pay as described. Mrs. Voller stated that she will be able to start on January 06, 2025.

The council was informed that a federal District Court in Texas struck down the U.S. Department of Labor's final rule raising the minimum salary requirements for FLSA's white collar exemptions. Upon reviewing the memo and discussing should the City Administrator be a non-exempt or exempt position, (Action 24-12-155) Council Member Lorentz moved to rescind Action 24-09-117, seconded by Council Member Kimball. Motion adopted unanimously. By rescinding this action, the City Administrator's position will go back to being an exempt position.

Council Member Lorentz asked if the city has received an agreement from the City Attorney on Jason Nelson storing his lawnmowers at the lion's picnic shelter in Nelson Park. The City Administrator stated that he has contacted the City Attorney and he is working on it.

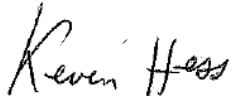
Council Member Olson asked the council what they would like to have done with the Gazebo at Nelson Park. Mrs. Olson thinks it should not be torn down. After a brief discussion, (Action 24-12-156) Council Member Lorentz moved to have Jessica Olson try to sell the Gazebo for \$1,000.00, seconded by Council Member Kimball. Motion adopted unanimously.

Council Member Lorentz informed the council that she believes the City should advertise for a Lead Bartender position with the liquor store employees receiving first option at this position. (Action 24-12-157) Council Member Lorentz moved to advertise the Lead Bartending position to the city's current liquor store employees, seconded by Council Member Olson. Motion adopted unanimously.

The council reviewed and discussed the reasonable response time in their personnel policy. The council felt that the time limits were too restrictive and need to be changed. The council instructed the City Administrator to send this section of the personnel policy to the City Attorney for his opinion and any recommendations that he would have on this issue.

Clay Sandmeyer asked about clarifying what hours they received when they are on call. After a review and discussion, the council decided to wait to see what other cities are going to do on this issue.

There being no further business to come before the City Council, (Action 24-12-158) Council Member Nelson moved to adjourn at 8:12 p.m., seconded by Council Member Lorentz. Motion adopted unanimously.



Kevin Hess
City Administrator



Scott Johnson
Mayor