



**Regular City Council Meeting
May 16, 2023, at 6 pm
Sturgeon Lake City Hall**

The following council members were present at the hall: Mayor Scott Helfman, Council member Nick Dagele, Council member Adam Langhorst and Council member David Lingle.

The following council members were absent: Council member Kris Philipps

The following city employees were present at the hall: Fire Chief Al Cekalla, City Clerk/Treasurer Sandra Osterdyk, Public Works Superintendent Larry Coursolle and Public Works Bob Pladson

The following city staff members were absent:

Members of the public that were present: Raven Frederick, Ken Grey, Judy Koch, Tom Koch and Emily Danelski

Call to order: Pursuant to due call and notice thereof, Mayor Helfman called the Regular City Council Meeting to order at 6:00 pm, followed by the Pledge of Allegiance.

Approval of Minutes

The minutes of the April 11, 2023, Regular City Council Meeting Minutes were submitted for approval.

Council member N. Dagele requested that the minutes to be updated to read the sander will hold 3-4 buckets.

Mayor Helfman requested three lines be removed from the Water/Sewer Operator update.

Council member A. Langhorst believes the Fire Statues 366.011 and 366.012 referenced in the minutes only apply to townships. He will research and provide the correct statue at the June 13, 2023, meeting.

[Council member A. Langhorst made a motion to table the approval of the minutes for the April 11, 2023 City Council Meeting Minutes, Council member N. Dagele seconded the motion. The motion carried with a roll call vote with all members present voting in favor, Council member K. Philipps absent.](#)

The minutes of the May 2, 2023, Emergency Special City Council Meeting Minutes were submitted for approval.

[Council member D. Lingle made a motion to approve the minutes for the May 2, 2023, Emergency Special City Council Meeting Minutes, Council member A. Langhorst seconded the motion. The motion carried with a roll call vote with all members present voting in favor, Council member K. Philipps absent.](#)

Special Guest

Ken Grey was present to ask if Palmer Loggings will be fixing his mailbox. He was instructed to contact Palmer Logging directly.

There was discussion around the park equipment and having the power lines raised. This is being researched and updated will be provided as information becomes available.

Financial Report

Claims Paid: The Clerk/Treasurer presented the claims paid to the council. Any questions the council had about the Claims Paid were answered satisfactorily by the Clerk/Treasurer.

Council member N. Dagle made a motion to approve Claims Paid, seconded by Council member D. Lingle. The motion carried with a roll call vote with all members present voting in favor, Council member K. Philipps absent.

Unpaid Claims: The Clerk/Treasurer had no unpaid claims to present to the council.

Financial Report/Review: The Clerk/Treasurer presented the Financial Report/Review. Any questions the council had were answered satisfactorily by the Clerk/Treasurer.

Council member N. Dagle made a motion to approve the Financial Report/Review, seconded by Council member A. Langhorst. The motion carried with a roll call vote with all members present voting in favor, Council member K. Philipps absent.

Fire Department Report

Fire Department Report: Fire Chief Cekalla was present and shared there was training on the new Fire Truck that night. There was a total of 16 call in the last month. A lot of those had been first responder calls. There will be a Fire Contract meeting in June. He provided a brief update on the new Fire Hall. Currently have looked at a few sites but are limited in options. Will continue to look for additional sites in the area. North of the church is still the ideal location. Mayor Helfman said that there is no water and sewer connections at that no location. The fire contract rate increase for 2024 will be at 5 %. The 2023 rate increase was at 3 % when rate was at 8 %. The DNR radio Essentia grants checking with MN Power for grants to get additional items. Ready to put the new truck into service now. Already insured and endorsements on vehicle.

Reports of Departments

Cemetery Committee: Public Works crew has been busy cutting low hanging branches over the past week. T. Danelksi says several trees are dead that need to be taken out. Check with CIP to see if they have any manpower to help carry out if the trees are cut up. Call to get on their schedule.

Compost Committee: People are asking will it be open to the public? Larry has talked Al about burning it. Need to confirm it's for City of Sturgeon Lake residents only. Looking forward to having it open 10 hours a week. Larry has suggested from 3:00 pm – 6:00 pm on Tuesday and Thursday's and 8:00 am – 12:00 pm on Saturday's. The farmer is concerned about the brush pile being too close to the fence. He's also concerned about invasive species of thistle in his fields and other various weeds, etc. spreading everywhere. Additional research needs to be done on this. Windemere Airport is open to everyone at this time to dump brush. Need to confirm if this is true and who the airport is open to for dumping brush. Mayor Helfman has tried to call the County Administrator twice and has not received an answer yet.

Park Committee: There is a meeting scheduled for May 24th. Need volunteers. There is a preliminary spot determined at this time. The power lines need to be raised at this location.

Public Works: Very busy with locates and builders' calls. Northland Construction provided a quote about opening up manholes along Cemetery Road. At this time there are two to open up and have found another three more that need to be adjusted to ensure the required five are met to have Northland Construction come to do the work. Mayor Helfman tried to contact another company also but did not get a response. Council member A. Langhorst asked if Mayor Helfman or John Mikrot would supervisor when this work was being down. Quotes reviewed and discussed by the council.

Council member A. Langhorst made a motion to approve the quote for \$11,325.00 for a qty of 5 adjust castings manholes with Northland Construction, Council member N. Dagle seconded the motion. The motion carried with a roll call vote with all members present voting in favor, Council member K. Philipps absent.

Roads: Council member N. Dagele has been in contact with Mike Buetow. The roads are the best they have looked at in a long time. Deer Drive wash out resolved very nicely. Quite a few people have called to say they look nice. Cathedral Pines on the north ends still need some attention. Still need to do the ditch reclamation, shoulder widening, back sloping and reshaping ditches in Cathedral Pines once the loggers are done. Mayor Helfman has reached out to Carlton County twice to see if they will street sweep our roads. Carlton County will then bill Pine County directly. If not, John Mikrot can street sweep for us. Ken Grey suggested we look into renting a street sweeper. Check with Pine County to see if they will reimburse the cost of a rental on county roads.

Solid Waste: Volunteer present that is willing to take on this task. Currently helping at F. Zanol's property. N. Dagele is all for it, says we can use the help. Ask that they familiarize themselves with the ordinances and focus on the blight issues. Council member A. Langhorst asked that they submit a resume and have a complete background check done. They said they would be alright doing this. Council member A. Langhorst also stated that all actions need to be approved by the council.

Storage Facility: Quotes had been received from a few contractors for work at the storage units:

Quotes provided from Kiminski for asphalt paving at the storage units:

Quote #1	\$ 4,800.00	pad area in front of the storage unit
Quote #2	\$ 12,135.00	area immediately 8" outside of storage lockers around storage units
Quote #3	\$ 28,800.00	full area around storage units and driving area

One quote was received for concrete work from Dan's Masonry for the qty of 4 storage units that are 10'x20' in size, that can be rented for \$75 each month but currently have dirt floors which no is interested in renting when asked,

Quote #1	\$ 4,600.00	4 Storage Unit flooring with rebar ½" 3.5"-4" typical 4500# fiber concrete
Quote #2	\$ 3,170.00	Northside of the storage units 120'6" x 4' apron
Quote #3	\$ 6,650.00	40' x 25' apron in front of the storage unit
Quote #4	\$ 4,988.00	30' x 25' apron in front of the storage unit

Quotes reviewed and discussed by the council.

[Council member N. Dagele made a motion to approve the getting the 4 Storage Units floor poured with concrete and going with the concrete 30' x 25' apron in front of the storage unit from Dan's Masonry, Council member A. Langhorst seconded the motion. The motion carried with a roll call vote with all members present voting in favor, Council member K. Philipps absent.](#)

The garage door needs to be done. It was confirmed that the first half of the check was sent to Peteresen's Door Service the week of April 19, 2023. There is still some fence in the storage units, possibly 15 long rails.

There is a grant for the Inflation Reduction Act available. Council member A. Langhorst is going to investigate this and provide an update at the June 13, 2023, meeting. Would this apply to heaters at the water plant?

Water/Sewer Operator: Update already provided in the Public Works report. Timberline Campground open for two weeks now. Samples are done. Ribs have been running since May 6, 2023.

Zoning: Council member N. Dagele approved a building permit for Mike Patenaude. Mayor Helfman and Council member A. Langhorst will get together to follow up on the next steps on zoning.

City Clerk Treasurer: The City Clerk/ Treasurer reported that the 2023 Consumer Confidence Report (CCR) Drinking Water Report is complete. The PFA Cost Recovery Program enrollment is also complete. The City Clerk/ Treasurer reached out to Kelly Schroeder regarding the Larry Dagele property split Tract and Legal Descriptions and Kelly confirmed that easements need to be assigned to the property or PID address so that in the event they are ever sold the easement transfers along with the property, not the individual. The best way to ensure the easement is recorded is to have Straightline to just put it into the legal description or the city will need to provide a write up that must get recorded at the recorder's office to confirm the easement is then on the abstract of the properties and it's known to anyone that does a tract search going forward. Started to update the City of Sturgeon Lake website People saying they cannot locate forms. Hopefully this would help to reduce the number of forms printed if people can locate online themselves. Per web designer the site has had A LOT of changes made to it that have caused the integrity to be compromised and in order to get it where

it needs to be it would now be a complete redesign. PERA Member Status Verification Report for Adam Langhorst, he was never terminated in PERA back in August 2021, is now completed. Emergency Special Meeting process researched. Liquor License Process researched not transferable, does the city have an ordinance on this if not should we put one in place? Some cities do, Fire Department Billing no timeframe on how long bills can be sit before sent to resident/party, no state statue but insurance does have timeframes on when they will pay claims, researched and discussed with LMC, need to bring to Memberlink to see if other cities have ordinances around this. Prepping for Auditor in May 2023. Moved to May 22 as nothing left in previous portal and one day onsite the rest online due to shortage of staff with CarlsonSV.

Mayor: Would like to keep the Dodge white city truck until the end of summer and use as the city Water Sewer Truck

Old Business

Overnight Vehicle Towed at Owners Expense Signage – Contact City Hall Signage. The council had discussed this topic. The topic was tabled until the June meeting.

Signage for the cemetery. The council had discussed this topic. The topic was tabled until the June meeting.

Council member N. Dagele and the City Clerk/Treasurer are working with FEMA on the paperwork from Pine County Snow Emergency Declaration on 12/20/22 for the snowstorm on Dec 13-16, 2022 (State Disaster 2023-SD-070 to compile data to get this completed. Should be able to recover approximately 75 % of expenses from snowstorm. Currently waiting on the tree numbers from Public Works and the hours they have spent working on this project. This information has also been forwarded to Fire Chief Al Cekella for his to update with his information and return as well, waiting on his response. The ask is that everyone updates the numbers to the best of their knowledge and returns the forms. Everyone is aware the numbers will not be 100 % accurate.

The council needs to come up with a plan to allocate the remaining \$23,882.08 ARPA Funds. The topic was tabled until the June meeting.

New Business

The logger has one more day of cutting. It looks very different in the Cathedral Pines area. Ken Grey contacted the Head of the DNR, Jeff Wilden out of the Cambridge office about a replanting program. He suggests that it may be better to let it grow by itself. Will send a forester that might come up with something else. Ken Grey to provide an update at the June 13, 2023, meeting.

Complaint on 9057 Deer Drive for Kenneth Jensen for Creating Multiple Campsites within City Limits, Disruptive and Negligent Behavior, Council member A. Langhorst would like to actual codes for the multiple campsites, disruptive, negligent behavior and noise complaints before any further action is taken on this complaint.

Transfer of Liquor License per the State of Minnesota Alcohol and Gambling Enforcement Licenses can't be transferred, the new business has to apply brand new. No refunds issued on licenses. Point to state statue.

Larry is currently directing the Public Works daily duties of repairing potholes, tar patches different now on Timberline, safety issues while work is being done, example using the tractor to lift the lawn up to do repairs, not always wearing safety vests. Mayor Helfman to be direct supervisors going forward for Public Works team. The original job description says "on call". There was a Facebook post regarding the bench with inappropriate graffiti on it that the Public Works team had already taken care of it. Emily Danelski had seen the post not knowing it was already taken care of that Monday morning and called Larry on a Wednesday or Thursday and he quickly came back into town to address the issue as that was what his original job description had said "on call". No work plan provided until timecard turned in. Prioritize work to be provided and come up with a weekly structure. The council needs to answer for labor costs. Public Works will get a priority list from Mayor Helfman mapping out and outline what the workload is.

Council member A. Langhorst said that seeing as we are going into summer, he thought it was best to establish an Overtime Policy. He created for review has he has taken it from the League of Minnesota Cities for non-exempt employees that will limit employees to working no more than 10 hours per day.

The Overtime Policy was reviewed and discussed by the council.

Council member A. Langhorst made a motion to send the Overtime Policy to the city attorney for review and approval; Council member N. Dagele seconded the motion. The motion carried with a roll call vote with all members present voting in favor, Council member K. Philipps absent.

Further discussion will be had when the entire council is present, and an update is provided by the city attorney.

Performance Reviews will be held in a closed setting at the end of the June 13, 2023, meeting.

Announcements

Next Regular City Council Meeting: The next regular meeting will be Tuesday, June 13, 2023, at 6:00 pm.

Adjournment

Council member A. Langhorst made a motion to adjourn the meeting, seconded Council member N. Dagele. Motion carried with a roll-call vote with all members present voting in favor, Council member K. Philipps absent. The meeting was adjourned at 8:18 pm.

Respectfully submitted,



Sandra Osterdyk
City Clerk/Treasurer, City of Sturgeon Lake



Scott Helfman
Mayor, City of Sturgeon Lake