



**Regular City Council Meeting
April 11, 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, Council member David Lingle, and Council member Kris Philipps.

The following council members were absent:

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

The following city staff members were absent: Public Works Bob Pladson

Members of the public that were present: Bill Peel, Laura Wyatt, Gordy Jacobson, Joseph Pelawa, Larry Dagele, Ken Grey, Judy Koch, Tom Koch, Emily Danelski and Tim Korby

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 March 14, 2023, Regular City Council Meeting Minutes were submitted for approval.

[N. Dagele made a motion to approve the minutes for the March 14, 2023, Regular City Council Meeting Minutes, K. Philipps seconded the motion. The motion carried with a roll call vote with all members present voting in favor.](#)

Special Guest

Bill Peel, Superintendent for Willow River and Barnum Area School was present to speak to the council about education in the area. The school just recently added security. They have a 13:1 teacher student ratio. The school board encourages enrollment and a top 20 positive mindset.

Laura Wyatt, Advisor for the Willow River FFA chapter, was present to ask the council if they would be interested in having "Proud FFA Community" signs on the city signs put up on the entrance signs. The council discussed they are alright with this idea. They asked the City Clerk/Treasurer to check with the Pine County Highway Department and get back to Laura on the logistics for installation

Tim Korby from HRGreen was present to share he recently visited the State Capital with Mayor Helfman and there are two bonding bills underway for June 2024 for Roads and New City Hall/Fire Hall. More information to follow.

Larry Dagele presented the council with a legal description for each of the parcels he is splitting on the parcels into quarters. There was discussion on the topic. Mayor Helfman stated an easement needs to be extended. There needs to be further discussion to get clarification and updated language on how the easement is drafted with the legal descriptions to show easement assigned to the property PID # and not the individual owner. The easement will need to be recorded with the Pine County Recorders Office when the Property Split is reordered to ensure it's all documented properly.

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.

[N. DageI made a motion to approve Claims Paid, seconded by D. Lingle. The motion carried with a roll call vote with all members present voting in favor.](#)

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.

[K. Philipps made a motion to approve the Financial Report/Review, seconded by N. DageI. The motion carried with a roll call vote with all members present voting in favor.](#)

Fire Department Report

Fire Department Report: Fire Chief Cekalla stated he has sent a letter to Pine City County regarding the Hazardous Waste Facility that reads:

“The City of Sturgeon Lake has neither adopted the state fire code nor employed a qualified professional to inspect buildings for compliance with the state fire code. As such we are unable to inspect the County Household Hazardous Waste building at 85174 Highway 61, Willow River, MN for fire code compliance.”

There was a total of 10 calls last month. Regarding the billing issues and billing townships as discussed at the previous meeting. At the last chiefs meeting there was two special assessments statues on the books that allow for charges to be applied to homeowners before October 15 each year.

Minnesota Statue § 366.011 CHARGES FOR EMERGENCY SERVICES: COLLECTION. A town may impose a reasonable service charge for emergency services, including fire, rescue, medical, and related services provided by the town or contracted for by the town. Collection,

Minnesota Statue § 366.012 COLLECTION OF UNPAID SERVICE CHARGES. If a town is authorized to impose a service charge for a governmental service provided by the town, the town board may certify to the county auditor of the county in which the recipient of the services owns real property, on or before October 15 for each year, any unpaid service charges which shall then be collected together with property taxes levied against the property. The county auditor shall remit to the town all service charges collected by the auditor on behalf of the town. A charge may be certified to the auditor only if, on or before September 15, the town has given written notice to the property owner of its intention to certify the charge to the auditor. The service charges shall be subject to the same penalties, interest, and other conditions provided for the collection of property taxes. This section is in addition to other law authorizing the collection of unpaid costs and service charges.

The Fire Chief asked what how much of the December storm reimbursement goes back to the Fire Department. He was curious where the funds would go. N. DageI responded that reimbursements would go back to where the funds came from. If the Fire Department had \$1,000 in approved items, then that would be their reimbursement. It's also important to remember that we have to by the FEMA rates for reimbursement.

Timberline is going to start a brush fire. The DNR called today stating it is okay to start issuing burn permits.

Reports of Departments

Cemetery Committee: No update on this item.

Compost Committee: There was a phone calls taken already today asking where to put compost. Discussion was had by the council about if they plan to keep the compost site at its current location. Will need someone there to verify address when people arrive to drop off. The council needs to establish who can utilize the compost site, is this for City of Sturgeon Lake residents only? How will they provide proof they are a resident within the "City of". Table this topic until May meeting. The county pit area behind the wastewater treatment plant is also available currently.

Park Committee: There is a meeting scheduled for April 19th. The playground equipment was delivered on March 17th and is currently in the storage unit. Mayor Helfman attended the Lions Meeting and they would like to get three – four other Lions Groups together to help assemble the playground equipment. Table the playground equipment topic until May meeting. City Wide Garage Sale is scheduled for June 10th and 11th, the weekend before Father's Day. This is different than last year so it's not the same weekend.

Public Works: Busy with final snow removal. Starting to patch roads on 1st Avenue, Lind Avenue and Timberline. There are more potholes that still need to be filled. Cleaned up around the Lift Stations. A quote was provided for a new chain saw in the amount of \$493.94 as the current one is getting rather old and hard to manage. The council had some discussion around the purchase of a new chainsaw and protective personal equipment (PPE).

[N. Dagele made a motion to approve the purchase of new chain saw and protective personnel equipment \(PPE\) for the public Works Department, D. Lingle seconded the motion. The motion carried with a roll call vote with all members present voting in favor.](#)

The new city truck is almost ready to go. The V-Plow has been installed, the sander will hold 3-4 buckets strobe light is done and ready, decals have been put on already and just received proof of insurance. Will be able to complete the title transfer this week still. Plan to start Driving the week of April 17, 2023. Discussion will be held at the May meeting of what will be done with the current white Dodge truck.

Roads: Warmer weather almost here. Wait for the frost so there is access to all the roads to get them graded and pull the gravel from the ditch to reclaim. Will be extremely useful in Cathedral Pines area.

Solid Waste: Working to recruit someone to take the lead on this committee. Someone from outside the council can volunteer. The council would approve the candidate.

Storage Facility: One quote was received for a new overhead garage door from Petersen's Door Service for \$4,428.00 to provide and install the following: (1) 12' 2" x 9'3" x 2" Midland Energy Saver Flush Panel Door Commercial White Springs, tracks and misc. hardware White Vinyl Weatherstripping with (1) Liftmaster 8500W Jackshaft Operator With keypad and 1 button remote Price includes labor, materials, tax and freight.

Framing to be performed on a Time and Materials basis. Hourly rate of \$85.00 hr. per person. Rough estimate of \$300-\$500

[A. Langhorst made a motion to approve the purchase of a new overhead garage door and have it installed for the Storage Building Public Works area, N. Dagele seconded the motion. The motion carried with a roll call vote with all members present voting in favor.](#)

One quote was received for concrete work from Dan's Masonry for the 4 10'x20' storage units with dirt floors in the amount of \$4,600, the Northside of the storage units 120'6" x 4' apron \$3,170.00 and the apron in front of the storage unit where the new garage door will go full length of 40'x 25' for \$6,650.00 or partial at 30'x25' at \$4,988.00 and the council decided more quotes are needed. The apron in front of will need to be 6" thick and 30x25 or 40x25. This is the third quote Dan's Masonry has submitted for this project over the last year. The council would like to see additional quotes.

Water/Sewer Operator: Council member N. Dagele and Mayor Helfman visited L&L Granite to ensure they have a better setup at the new location. They have a very good setup now, with a reclaim and separate setup area. There is a flow meter calibration scheduled for next week. Pump inspection schedule for the end of May. Sewer jetting and lift station cleaning are being lined up as well. The Omni Beacon is working better now since the has been updated with the correct calling information now. Northland contractors have been contacted about cutting manholes out before jetting. Water meters on Laketown road that are located at Commercial properties will start to have their meters read on a regular

basis to determine if they should go to a metered rate instead of a flat rate. More discussion to follow on this once data has been completed over a few weeks/months.

Zoning: N. Dagel and Mayor Helfman will look at building permits and treat them as Building Ordinance #65. Council member A. Langhorst and Mayor Helfman will get together to follow up on the next steps on zoning.

City Clerk Treasurer: Working on accomplishing month end and quarter end reports. Working on establishing ACH with the Members Cooperative Credit Union, Northwoods Credit Union, and First National Bank of Moose Lake. Laptops and tablets picked up from Cybert for Public Works, Sam.gov reactivation submitted again. The City Clerk/Treasurer stated they attended Minnesota Municipal Clerks and Finance Officer Association (MCFOA) Annual Conference, need to attend additional conferences to get clerk certificate, Completed Work Comp Audit and preparing for annual audit

Mayor: For those in attendance from the Cathedral Pines area, if anyone wants to reach out to any loggers to clean up the Cathedral Pines area please do so and forward the information. Emily Danelski spoke up to share that John Palmer from Palmer Logging had stopped by her house a few weeks earlier to express interest in clearing the Cathedral Pines area. Mayor Helfman stated that she should have called him, and he would have taken him down there. He asked if she would forward any information.

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 May meeting.

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

N. Dagel 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.

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

2023 Fee & Charges until April 2023 council meeting. The council needs to decide if they want to hold a special meeting to discuss Fee & Charges and which ones are going to be enforced going forward. Or if they are all going to remain the same as the previous years.

New Business

The council members and mayor each had been provided with Beacon user ids and password to logins and access Beacon.

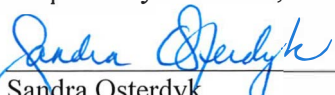
Announcements


Next Regular City Council Meeting: The next regular meeting will be Tuesday, May 16, 2023, at 6:00 pm.

Adjournment

K. Philipps made a motion to adjourn the meeting, seconded D. Lingle. Motion carried with a roll-call vote with all members present voting in favor. The meeting was adjourned at 7:45 pm.

Respectfully submitted,


Sandra Osterdyk
City Clerk/Treasurer, City of Sturgeon Lake


Scott Helfman
Mayor, City of Sturgeon Lake