



**Regular City Council Meeting
July 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 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: Jeff Dotseth, Larry Dagele, Charles Zanol and Raven Fredrick

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.

Special Guest

Minnesota House Representative of District 11A, Jeff Dotseth was present to spend quality time with the council and community to find out what he can do to help. He said several times he is here to work for us. He believes in open communication between the community, himself, and the government. He would like to include Sturgeon Lake in the tour he is planning for this fall with other representatives. He recommended getting the paperwork in before the next session starts for any Bonding Bills that the City of Sturgeon Lake would like to have reviewed, such as roads, Fire Hall and City Hall. When completing the paperwork make sure we are using the correct trigger keywords and always avoid the use of slang. On average there are approximately 3,000 bills written that still need to be reviewed. To increase the odds of having our bill reviewed he recommends we partner with another resource such as the Pine County Sheriff's department or the State Highway Department to allow them space at the new facility. A city can have multiple requests in at the same time.

The City of Sturgeon Lake currently has 15 Volunteer Fire Fighters onboard. Fire Chief Cekella mentioned they are always looking for 5 more within the next 5 years. Retention seems to be one of the biggest problems the Fire Department faces currently. The City of Sturgeon Lake In-House Medical Response team consists of 1-7 responders. The Fire Department needs a new water tanker. This would be an excellent grant opportunity. Be creative when submitting grant requests. Representative stressed to be cautious over the next few years with spending, it's better to be wrong and have a surplus.

Larry Dagele presented the council with an updated easement legal description for the parcels he is splitting on the parcels into quarters. This will make it clear going forward for each of the parcels to be recorded with the Pine County Recorder's to have the Property Split is reordered to ensure it's all documented properly.

80.00 Foot Wide Easement Legal Description

An easement for utility, ingress and egress purposes over, under and across the West 80.00 feet of the East 1329.00 feet of the North 1980.00 feet of the Northwest Quarter of Section 18, Township 45, Range 19, Pine County, Minnesota.

Council member N. DageI made a motion to accept the easement legal descriptions for the parcels, Council member N. DageI seconded the motion. The motion carried with a roll call vote with all members present voting in favor, Council member K. Philipps absent.

Once the July 11, 2023, council minutes are approved and signed off, Larry can get a copy and take to the Pine County Recorder's office to have the property split recorded.

Approval of Minutes

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

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. DageI 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 16, 2023, Regular City Council Meeting Minutes were submitted for approval.

Council member N. DageI made a motion to table the approval of the minutes for the May 16, 2023, 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.

The minutes of the June 27, 2023, Fire Contract City Council Meeting Minutes were submitted for approval.

Removal of the 2025 rate is needed, as it was only discussed not agreed upon. Minutes will be updated and presented at the August 15, 2023, meeting for approval.

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. DageI made a motion to approve Claims Paid, 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.

The topic of Fire Signs for property address was brought up. Currently the City of Sturgeon Lake is covering this expense for all new addresses that are being provided. In 2024, should this cost be rolled into the building permit cost to offset the added charge? Should we consider offering this sign to other residents? Is there a bulk rate available through the vendor? The City Clerk/Treasurer will reach out to the vendor and see what options, if any are available and report back at the August 15, 2023, meeting.

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

\$1,481.11	Ferguson Waterworks	Invoice # 0511549 General Water and Sewer Supplies, Cap 6" Sewer, Ground Rods, New Install, Locate Rods, Valve Box
\$7,965.00	Minnesota Pump Works	Invoice # INV021120 Grinder Pumps Qty 3 @\$2,565.00 each Shipping \$270.00

A very brief discussion was had ordering Grinder Pump Decorative Rocks to protect grinder pumps that are close to driveways or have been hit at properties before was tabled for a later date. Each rock is \$228.00 plus \$70.00 for shipping.

\$1,479.51	Minnesota Power	June 2023 Electric Utilities at Wellhouse: increase due to water pumping in more in the summer months due to warmer weather
\$3,474.15	Total Control	Invoice # 10691 Dialer Issues, Lift Station #3 Parts

Council member A. Langhorst made a motion to approve the Unpaid Claims, seconded by Council member N. Dage. The motion carried with a roll call vote with all members present voting in favor, Council member K. Philipps absent.

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. Dage 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: National Night out is Tuesday, August 1, 2023, at 5:30 pm at the Sturgeon Lake Park. The City Clerk/Treasurer confirmed the Porta Potty rentals have been arranged and will be onsite the day before. Continue to work on plans for a new Fire Hall. Currently the new site is near the Water Tower. They have an architect firm in mind to use that you pay if the funding is received. A. Langhorst reached out to them but has not received a response therefore he will reach out again. Mayor Helfman has another company name he can provide as well. A. Langhorst to supply an update by September 30 if approved. Engine 22 did not start. The new Fire Grass Rig is ready to be on the road. The City Clerk/Treasurer reminded the Fire Chief that the December 2022 paperwork is still due. He indicated that he will work on this and get it back within the next few weeks. Fire Chief A. Cekalla mentioned he has talking points when discussing the new Fire Hall.

Reports of Departments

Cemetery Committee: Public Works mowed and trimmed last week at the cemetery. Will call CIP to get on their schedule to have them onsite to lift gravestones, clear the brush around the outside of the fence at the Wastewater plant on the curve, stain the pavilion and the paint curbs, cross walks, parking areas, etc.

Compost Committee: Keeping the area mowed. Been taking everything to the county pit now.

Park Committee: Continue to work to find volunteers. Cannot build under the power lines. ARPA funds available, Grants available. Need \$26,000 with fill, \$21,000 without fill, \$18,000 for assembly. There is a preliminary spot determined at this time. D. Linge to pick the exact location and bring it back at the August meeting.

Walking trails still have big trees down across the path that need to be cleaned up. Could use CIP for this project as well. Ragnar Race coming through the weekend of August 11, 2023, potential to get some donations for volunteering then.

JT's towing towed the Jeep that had been sitting by the bike trial. It was the same people that had the truck earlier this year.

Public Works: Busy mowing, cutting and trimming, patching roads, staying busy. Spraying weeds at City Hall and the Water Tower. The weeds are breaking through the tar. The mower is running well. Bob apologized for trimming Woodlands National Bank's tree without knowing it was their property and not the cities.

Roads: Road Commissioner working with Mike Buetow to get quote for class 5, he just needs to know what his budget is for class 5. Mike is doing an excellent job. A few residents have made comments about snowplow damage to their lawn or having an excess of rocks in their yards since spring. It was explained this is all common and part of the process of taking care of the roads.

Solid Waste: Volunteer present that is willing to take on this task. Need to collect the list of those with issues and go over with volunteer and Mayor and/or council member/City Clerk/Treasurer prior to the volunteer going out. Can start a list. Check for the basics after going through the resources online. Look for properties with an excess number of cars, cars with no current tabs, flat tires, etc.

Storage Facility: Goal for 2023-2024 is to fix the siding on the Storage lockers. Public works needs to continue to spray for weeks around the storage lockers. A. Langhorst to confirm a date with Kiminiski when they can be onsite mid – late August to pave the rest of the Storage Locker area.

Water/Sewer Operator: The PLC unit at the Water Tower was replaced, Fixed the dehumidifier at the Pump House. Questions to John Mikrot as the Water/Wastewater Operator and his response time. Mayor Helfman can spell out a more defined plan. Gopher One locate requests are now being done by John Mikrot.

Mayor S. Helfman discussed having Tim Korby with HR Green as our official Legislative Engineer. Their focus will be on helping us to get secure funding and completing paperwork in a timely manner.

Council member N. Dagele made a motion to approve HR Green and Tim Korby as the official Legislative Engineer, 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.

Zoning: The draft Land Use Ordinance was presented for review by the City Council and edited so it could be scaled back. Updated to be provided at the August 15, 2023, meeting.

City Clerk Treasurer: Reconciliation of monthly dump numbers finding some errors between the daily numbers received and the numbers on the drivers log sheets – Robbins and Mike’s have been excellent about dropping off the difference once they confirm on their end the reconciliation is in fact correct. Error found in the Financials from CarlsonSV regarding the termination end dates for one active councilmember and one former councilmember. The City Clerk/Treasurer presented the UMax platform to the Mayor/City Council about going online to have an electronic online bill payment option called gworks Front Desk with Utility Billing – Annual Fee of \$2,186 with one time Implementation Fee of \$1,500. Had a call with Bollig Engineers. They claim to have an outstanding track record that specializes in securing funding for small towns. Will extend and invite to them to join us at the 8-15-23 City Council Meeting. Continue to work with Members Credit Union to establish ACH for residents, Two residents moved out the storage lockers- now have 4 additional small storage units now available, Continue to work on 2024 Budget, Started on 2024 Water Sewer Assessment Delinquent List, Started on LMCIT Property/Casualty Renewal Application

Mayor: Wellhead Meeting with Minnesota Rural Water Association. The City Clerk/Treasurer is updating the Wellhead Protection Contingency Plan.

New Business

MN Statue 415.01 – Charges for Emergency Services. Need to get more information on what the charges are for, are these only for Fire Calls, or does it also apply to Fire Services? Are Fire Calls and Fire Services one in the same?

Senator Jason Rarick has a MMB Filing for capital request regarding the 2023 Bonding Tour.

IF, Initiative Foundation, is another possible resource to try for funding for the Park Committee for a Budget Donation Request. The City Clerk/Treasurer will look into this more.

Northland Contractors sent a second invoice that was slightly higher than expected. A second check will be sent to pay the difference. The goal is to get Northland Contractors back onsite in 2025, if not sooner, to raise another 5 manholes.

A letter was received from the League of Minnesota Cities stating that a 4.5 percent increase is scheduled for the fiscal year 2023-2024.

On Wednesday, June 14, 2023, the Wellhouse had issues with its telemetry and PLC. The water coming out of the water tower is going to be standard operating procedure until Total Control can get parts and be onsite to get it resolved.

Lead Service Line Material Inventories Public Water System Technical Assistance application is due before July 20, 2023. Joseph Pelawa with JPJ Engineer has asked that we select his company when we complete the Assistance form. The City Clerk/Treasurer will complete this application on behalf of the City of Sturgeon Lake.

A letter was received from Woodlands National Bank regarding the tree trimming. This is not the first time the City has received feedback regarding the Public Works department and them trimming trees outside city owned property lines. There had been feedback regarding trimming out at the cemetery and outside the fence line from neighbors. Something to watch going forward.

Rural Water Class are available. At this time Mayor Helfman and Council Member N. Dagel will take advantage of these classes.

Old Business

Kiminski Paving sent a revised quote for \$10,300 to pave the area around the storage locker area.

There is some dirt work will need to be done on the northside to ensure there is no run into the storage lockers as there is a slope. Someone will need to reach out to Mike Buetow and ask him to slope the area for run off.

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.

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.

The Overtime Policy was discussed briefly by the council. Will be discussed at later meetings.

Scheduled Performance Reviews have been postponed until a later date and time.

Announcements

Budget Meeting: The Budget Meeting will be Tuesday, July 25, 2023, at 6:00 pm.


National Night Out: Tuesday, August 1, 2023, at 5:30 pm.

Next Regular City Council Meeting: The next regular meeting will be Tuesday, August 15, 2023, at 6:00 pm.


Adjournment

Council member A. Langhorst made a motion to adjourn the meeting, seconded Council member N. Dagel. Motion carried with a roll-call vote with all members present voting in favor, Council member K. Philipps absent. The meeting was adjourned at 9:46 pm.

Respectfully submitted,



Sandra Osterdyk
City Clerk/Treasurer, City of Sturgeon Lake



Scott Helfman
Mayor, City of Sturgeon Lake