

NEVIS CITY COUNCIL PROCEEDINGS
REGULAR MEETING
January 8, 2024
Nevis City Council Chambers

CALL TO ORDER: The Regular City Council Meeting was called to order at 6:00pm by Mayor Jeanne Thompson.

The Pledge of Allegiance was recited.

ROLL CALL: Mayor Jeanne Thompson, Councilors: John Carrier, , and Sue Gray, City Administrator: Dawn Veit, Liquor Store Manager: Cynthia Paulsen, Deputy Clerk: Kimberly Wright, Fire Chief: Josh Winter, and Deputy Josh Oswald.

Absent: Councilors: Blair Reuther, Teresa Leshovsky, and Public Works Director: Don Umthun

APPROVAL OF THE REGULAR AGENDA: Motion by Jeanne Thompson, second by John Carrier, with the change to move the Fire Department to 2. unanimously approved.

APPROVAL OF THE CONSENT AGENDA: Motion by Sue Gray, second by Jeanne Thompson, with the change to 6. Liquor Store b. General Business: Off-Sale is down 1% to read On-Sale is down 1% unanimously approved.

Public Comments:

John Halberg asked why the city would allow a new Heli-pad built when the Muni has issues that need addressing. He wanted to know why that money couldn't go to the Muni before the Fire Department. The Mayor and City Administrator tried to explain that the funding for the Fire Department is strictly from the General Fund and that the Muni is an enterprise fund. The general fund tax payments do not fund the liquor store.

DEPARTMENT REPORTS:

1. **Public Works – Don Umthun (not available)**

Karrin Lindow – water and sewer: Karrin explained that the old sawmill she owns has water and sewer going to it. About 10-15 years ago she asked Public Works to shut off the water. The curb stop could not be located at that time and it was decided to wait until spring. Karrin had a plumber come out and install heat tape to this pipe within the structure to keep the pipes from freezing.

Karrin Lindow has a 2nd property at 306 Main Street East that is being billed for water and sewer. This property is a vacant lot. She does not think she should have to pay water and sewer on this property. Mayor Thompson asked who owns the property? Karrin answered she does through a different entity. The Mayor informed Karrin that the issues would be brought to the next month due to Public Works Supervisor Don Umthun and Public Works Commissioner, Blair Reuther being absent and the council needing to ask him about these issues.

2. **Fire Department – Josh Winter**

a. Frie Contract Meeting January 11, 2024: Josh wanted to remind the council of the meeting.

b. Fire Hall – Proposal for Feasibility Study: Josh explained the Wideseth Feasibility Study. He would like Water and Sewer and the Fire Department to split the cost 50/50. The Wideseth Feasibility Study Proposal: \$8,900.00.

Motion by Jeanne Thompson, second by Johns Carrier and unanimously approved the Wideseth Feasibility Study Proposal of \$8,900.00 and have Water and Sewer and the Fire Department split the cost of 50/50.

The Fire Department will have the new fire truck in service tonight.

3. **Police Report – Josh Oswald**

Deputy Oswald read the December police report. He informed the council that the month was busy with traffic enforcement. He worked a few car accidents with the fire department.

4. **Administration – Dawn Veit**

a. Youth Emergency Shelter & Support – Kori Nelson

Kori Nelson presented her Youth Emergency Shelter & Support program to the council. The council thinks the program is a wonderful idea and would like Kori to keep them informed on it.

b. Resolution 2024 – 01 A Resolution Accepting Donations from the Nevis Fire Relief Association to the Nevis City Volunteer Fire Department for Operating Supplies and Equipment.

Motion by Sue Gray, second by Jeanne Thompson and unanimously approved.

c. Resolution 202 – 02 A Resolution of Annual Appointments and Designations for the City of Nevis, Hubbard County MN for the Year 2024.

City Official Newspaper: Park Rapids Enterprise

Assistant Mayor: Sue Gray

Zoning Commissioner: Sue Gray

Parks Commissioner: Teresa Leshovsky

Fire Commissioner: John Carrier

Public Works Commissioner: Blair Reuther

Liquor Store Commissioner: Jeanne Thompson

Motion by John Carrier, second by Sue Gray and unanimously approved.

d. Resolution 2024 – 03 A Resolution Pre-Authorization of Claim Payments.

Motion by Jeanne Thompson, second by John Carrier and unanimously approved.

e. Resolution 2024 – 04 A Resolution Adopting a Schedule of Fees and Charges for Various Services, Licenses and Permits for the City of Nevis, Minnesota.

Motion by Jeanne Thompson, second by Sue Gray and unanimously approved.

f. Approval of the Kennedy & Graven Contract

The contract is a \$7.00/ hour increase.

Motion by Jeanne Thompson, second by Sue Gray and unanimously approved.

g. Small MN Cities

City Administrator Viet informed the Council that the City has received \$16,803.00 in Public Safety Aid from Mn Small Cities hard work in advocating for small cities.

h. TruStar CDs

City Administrator Viet would like to put the 2 CDs, Water Replacement and Cemetery that are coming due in March in a 17-month CD with a 5.05% dividend rate.

Motion by Jeanne Thompson, second by John Carrier and unanimously approved.

5. **Planning and Zoning – Nothing at this time**

6. **Liquor Store – Cynthia Paulsen**

a. Staffing update: The staff was very thankful for the Amazon gift cards they received. Cindy informed the Council that she will have surgery on January 9, 2024 and will be out for a few days. She asked if anyone was interested in being a Bingo volunteer caller to let her know.

b. General Business: December Sales Off-Sale \$26,798.22, 27.1% gross profit, On-Sale \$34,920.75 gross profit, comparing December 2022 to December 2023 Off-Sale is up .93 % and On-Sale is down 1%. Cindy asked the council if they would like an annual comparison report and she would bring it to the next meeting. The council said yes.

a. Samuelson & Laney Maintenance Agreement: Cindy presented the Council with the Samuelson & Laney Maintenance Agreement: \$550.00 for 3 years.

Motion by Jeanne Thompson, second by John Carrier unanimously approved.

Signage: The Liquor Store sign on Hwy 34 has a MNDOT permit and the mayor would like to look into possibly moving it the other side of the street. She will do more research into the sign. Karrin asked the council to not remove the poles as she would like to put up her own sign. Mayor Thompson advised her to look into the city Ordinance regarding signage.

b. Hoist – Proposal for Feasibility Study: Cindy presented the Widseth Proposal for a Feasibility Study: cost of \$6,500.00.

Motion by Jeanne Thomspson, second by Sue Gray and unanimously approved.

c. Inventory: Inventory was done on January 2, 2024. The count was 50 items off, this was the closest it's ever been. The council thanked Cindy and her staff for a great job done on inventory.

Motion to adjourn by Sue Gray second by John Carrier and unanimously approved.

Minutes Submitted by: Kimberly Wright, Deputy Clerk