

NEVIS CITY COUNCIL PROCEEDINGS
REGULAR MEETING
January 9th, 2023
Nevis Council Chambers

CALL TO ORDER: The Regular Meeting of the Nevis City Council was called to order at 6:00 p.m. by Mayor Jeanne Thompson.

Pledge of Allegiance

ROLL CALL: Mayor: Jeanne Thompson, Council Members: Blair Reuther, Sue Gray, Teresa Leshovsky and John Carrier, City Administrator: Dawn Veit, and Fire Chief: Josh Winters.

Absent: Public Works Director: Don Umthun, and Deputy Clerk: Kimberly Wright.

APPROVAL OF REGULAR AGENDA: Motion by Sue Gray, second by Blair and unanimously carried to approve the regular agenda with the following changes:

-remove item "a" under Planning and Zoning

-adding Linda Swagert from the Lake Belle Taine Association under Public Comment

APPROVAL OF CONSENT AGENDA: Motion by Sue Gray, second by John Carrier and unanimously carried to approve the Consent Agenda.

VI. Public Comments:

Linda Swagert, from the Lake Belle Taine Association informed the City Council that the cost of hiring for an inspector to work the boat landing has risen from the \$17.00 per hour to \$25.00. The residents that reside on the lake are seeking out donations to help offset the costs. Mayor Thompson thanked Linda for coming to the meeting and stated that the 2023 Budget has already been set, but please contact the administration office the beginning of July to get on the agenda for the budget meeting for 2024.

VII. DEPARTMENT REPORTS:

1. Police Department: Deputy Josh Oswald
Josh gave his December report for the City of Nevis

2. Fire Department – Chief Josh Winter
a. Approval of our new Fire Chief. Motion by Jeanne, second by Blair and unanimously approved to appoint Josh Winter as our new Fire Chief.

b. Maintenance or Repairs: the council was given two quotes to look at for new lighting for the fire hall. **1)** Northern Pines Plumbing, Heating and Electric in the amount of \$4722.00 and **2)** Avenson Electric in the amount of \$4908.87. Motion by Jeanne, second by Blair and unanimously approved to go with the quote from Northern Pines Plumbing, Heating and Electric in the amount of \$4722.00.

c. Fire/Medical Calls: we have had a few fire calls, more medical this last month. On Christmas Eve we were called to Park Rapids for a mutual aid call along with the city of Menahga. During that call, our truck went down and we needed to call for onsite repair. The truck was repaired and up and running.

d. 2024 Fire Budget: the council was presented with the 2024 Nevis Fire Department Budget. Motion by Jeanne, second by Blair and unanimously approved the 2024 budget.

While going through the budget we noticed a rise in propane for the fire hall. Josh talked about the furnace and the repairs that would need to be done. Josh will seek quotes for a replacement.

Payroll: Josh is seeking approval to raise the fire fighter hourly wage for training and fire calls to the same amount of \$15.00 per hour. Hopefully this will give others an incentive to apply. Also, I would like approval to not pay my assistant chief out of my salary. Motion by Jeanne, second by Blair to approve the wage increase, unanimously approved.

e. Retirement: the department had a meeting and voted to bring to the council an ask for an increase to their retirement benefits per person. Currently the department members receive \$1700.00 per year and would like an increase to \$2600.00 per year. The department has more than enough in their investment accounts to cover the costs going forward. All of the investments are sitting well. The council was informed of the investments at the December 2022 city council meeting. Motion by Blair, second by Jeanne and unanimously approved.

f. Office Supplies: Josh asked the council for approval for a new desk for him at the hall. The desk will cost approximately \$1000.00. Motion by Jeanne, second by Sue and unanimously approved.

g. Snow removal and cleaning: Josh asked the questions; “who is responsible for the cleaning of the fire hall and also the snow removal (shoveling). I have never been informed, so going forward it would be nice to know if the volunteers should be doing these things or should we share the responsibility with Public Works. Jeanne suggested hiring a cleaning person. Blair and John suggested making a schedule and sharing of the responsibility. Josh will talk with Don and come up with a solution.

3. Public Works – Don Umthun
Don unavailable

4. Liquor Store – Manager, Cindy Paulsen

a. Staffing: I am pleased to be here. The staff are loyal and dependable. Kay Moen has been a fantastic trainer during these last few weeks. We are down one cleaning person, due to medical leave, however, we have someone that is filling in for the time being.

b. Maintenance and Repairs: We have changed the furnace filters and also water filters. I have added some extra floor mats to the off-sale and also the delivery door from Cintas. The salt from the winter eats away at the current flooring. Samuelson and Laney repaired a leaky shut-off valve in the basement. We had one of our vendors add a sweep to the delivery door, you could actually see outside through the bottom of the door. I am getting bids to repair the lighting in the basement. We were closed on January 2nd to do the end of year inventory. One of our Auditor’s from Miller McDonald was present to check on our procedures. I am working on updating our logo for advertising. I am trying to find the year of incorporation for the Liquor Store.

5. Administration – Dawn Veit

a. Resolution #2023.01, A Resolution of Annual Appointments and Designations for 2023. Motion by Sue, second by John and unanimously approved.

b. Resolution #2023-02, A Resolution Pre-Authorization of Claim Payments for 2023. Motion by Jeanne, second by Blair and unanimously approved.

c. Letter of Support – the Park Rapids Chamber is seeking a letter of support for the Heartland 100, snowmobile race. Mayor Thompson volunteered to write the letter again as in the years past. Motion by Blair, second by Jeanne and unanimously approved to have a council member write a letter of support.

d. New credit cards: we need to order two new credit cards for newly hired Liquor Store Manager Cynthia Paulsen and also newly hired Fire Chief, Josh Winter. The cards will be created in the amount of \$3,000.00 each. Motion by Jeanne, second by Sue and unanimously approved.

e. Resolution #2023-03, a Resolution Adopting a Schedule of Fees and Charges for Various Services, Licenses and Permits for the City of Nevis, MN. Motion by Blair, second by Jeanne and unanimously approved.

6. Planning and Zoning – Dawn Veit
Nothing at this time.

Motion to Adjourn by Blair, second by John, all approved.

Respectfully Submitted by:

Dawn Veit, Nevis City Administrator