

**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, Blair Reuther, Teresa Leshovsky, and Sue Gray, Public Works Director: Don Umthun Liquor Store Manager: Cynthia Paulsen, Deputy Clerk: Kimberly Wright, Fire Chief: Josh Winter, and Deputy Josh Oswald.

Absent: Dawn Veit, Administration

**APPROVAL OF THE REGULAR AGENDA:** Motion by Jeanne Thompson, second by sue Gray, with the addition to the Fire Department: Grand Forks Fire Equipment; Nozzle: \$1,001.00, Grand Forks Fire Equipment: Turnout Gear: \$3,495.00 unanimously approved.

**APPROVAL OF THE CONSENT AGENDA:** Motion by Teresa Leshovsky, second by John Carrier and unanimously approved.

**Public Comments:**

**DEPARTMENT REPORTS:**

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

Karrin Lindow – water and sewer: Karrin Lindow explained that 306 Main Street East does not have a water and sewer hook up as the house was removed a long time ago. Mayor Thompson explained that the administration found that the property was labeled as the “Mill” in the old utility system. 306 Main Street was never closed out when the house was removed and the Mill property never had an account in any of the utility systems the City has. Ordinance #23 and #28 require the resident of a property to hookup to the City utilities and pay a service fee for use. Council Member Gray would like more research done on this issue. Karrin asked for billing to be suspend for now on 306 Main Street East. The council discussed this and agreed to suspend billing on 306 Main Street East until more information and research has been done.

**Motion by Jeanne Thompson, second by Blair Reuther and unanimously approved to suspend billing on 306 Main Street East until more information and research has been done.**

2. **Administration – Kimberly Wright**

a. Youth Emergency Shelter & Support – Kori Nelson

Kori Nelson presented her Youth Emergency Shelter & Support program to the council last month and this month is requesting a letter of support to secure grant funding.

**Motion by Sue Gray, second by Jeanne Thompson and unanimously approved to write a letter of support and have Sue Gray write letter.**

b. Agenda Request – Claire

Claire From the Hubbard Water and Soil Conversation presented the community garden to the council. The project received grant money to plant community gardens. Claire wanted the council to know that the City could get a garden if they choose to. In the spring the gardens will be planned and if the City wants one to please let her know. Council member Gray asked if just Municipalities were part of the community gardens. Claire said no.

Gray would like to talk to her on behalf of the Nevis Women's Club. Mayor Thompson thanked Claire for the information.

c. Resolution 2024 – 05 Resolution Appointing Election Judges for the Presidential primary, Primary and General Elections of 2024.

**Motion by Teresa Leshovsky, second by Jeanne Thomspson and unanimously approved.**

d. Liability Coverage Waiver

**Motion by Sue Gray, second by Teresa Leshovsky and unanimously approved to not waive the statutory tort limits.**

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

4. **Police Report – Josh Oswald**

Deputy Oswald read the January police report. He informed the council that traffic stops have gone up last month and an individual with an outstanding warrant was arrested.

Deputy Oswald wanted the council to be informed that “scam” calls have been on the increase and for residents to be aware of this issue and not release personal information over the phone to callers.

5. **Fire Department – Josh Winter**

a. Job descriptions: Dave Bjorklund is currently working on them and hopefully will have them available for next month.

b. House Fire: Fire Chief Winter informed the council that there was a house fire in Park Rapids a few nights ago. The Nevis Fire Department showed up in full force and the Park Rapids Fire Chief wanted to thank our fire department for the great work they did. Josh also thanked and congratulated his team for their work.

c. Josh presented the council with a quote for turnout gear from Grand Forks Equipment: \$3,495.00 per set. The council requested him to have a second quote before they will vote on this issue.

Josh presented a quote for a nozzle from Grand Forks Equipment: \$1001.00.

**Motion by Jeanne Thompson, second by Blair Reuther and unanimously approved to purchase one.**

d. Fire Hose Cleaner: Josh explained that he would like to purchase a fire hose cleaner for the fire department. The hose cleaner would cut the cleaning time in half and the hoses would be much cleaner and last longer. The council asked for quotes at the next meeting.

-Josh let the council know that he and Don have met with Widseth, Smith and Nolting about the possible remodel/addition to the fire hall/public works building. The Rep will have 3-4 options for the council to look at.

6. **Liquor Store – Cynthia Paulsen**

a. Staffing update: The staff attended a safety meeting January 6, 2024. The On-Sale was open late for the Superbowl.

b. General Business:

-January Sales Off-Sale \$22,177.86, 26.1% gross profit, On-Sale \$28,057.50, 65.11% gross profit, comparing January 2022 to January 2023 sales were down \$350.00.

-The council discussed the reports Cindy produced. Mayor Thompson asked Cindy why some of the numbers on the reports don't add up. Cindy did not know and will have to look into it.

-The council discussed the different reports that have been produced in the past and decided that they would like the administration office to continuing to produce the Receipts and Disbursement Register from CTAS in PDF form for the liquor store.

-The Liquor Store will have a pub crawl with the other pubs on town.

-Bands & BBQ will be July 13, 2024, Muskie Days will be July 19 & 20, 2024

-Hoist: Cindy let the council know she met with Widseth, Smith and Nolting and they will produce 2-3 options for the new hoist.

c. Signage: Cindy will talk with Don Umthun about the possibility of a new Liquor Store sign on HWY 34. Mayor Thompson suggested leaving the original sign where it is until Cindy can get quotes for new signs, electrical, and any other costs for a new sign.

d. POS: Cindy has not gotten a response from RDS about the POS system. Mayor Thompson called RDS and talked to a representative. She asked that someone call Dawn and Cindy about this issue. Cindy and Dawn have not received a response to Mayor Thompson's phone call. The council discussed the issue of no response and decided that contacting the City Attorney should be our next step. They asked Cindy, Dawn, and Jeanne if they could get all their emails and phone call information together and have it sent to the attorney. Ask the attorney what should we do next or what can be done. The Council asked Cindy to bring her information about other POS systems to the next liquor Store committee meeting.

**Motion by Jeanne Thompson, second by Sue Gray and unanimously approved to contact the City Attorney and have Cindy bring the information regarding other POS systems to the next liquor Store committee meeting.**

Sue Gray asked if all of the council could be present for the next liquor committee meeting, everyone was in agreement and admin staff will post the meeting.

Blair Reuther stated that he will continue to look into other accounting programs for the liquor store, no motion was made, no vote taken for this.

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

Minutes Submitted by: Kimberly Wright, Deputy Clerk