

**NEVIS CITY COUNCIL PROCEEDINGS**  
**SEPCIAL MEETING**  
**April 17, 2024**  
**Nevis City Council Chambers**

**CALL TO ORDER:** The Special 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, and Sue Gray, Dawn Veit: Administrator, Public Works Director: Don Umthun, Deputy Clerk: Kimberly Wright, and Interim Liquor Store Manager: Kay Moen, Planning Commission: Emily Krenik, Sue Wilson, and Milica Stanfel.

**Absent:** Councilor: Teresa Leshovsky

**TOPICS OF DISCUSSION:**

1. Colonial Life Supplemental Insurance  
Dan Snyder from Colonial Life, informed the council that every employee that he talked to would like to take advantage of the coverage offered for Colonial Life Supplemental Insurance if the council approves.

**Motion by Jeanne Thompson, second by Sue Gray and unanimously approved to transition to Colonial Life and close out our Aflac affiliation.**

2. Personnel Policy  
The council discussed the changes suggested by the attorney. The council would like the spelling/grammar errors fixed and the policy presented at the May meeting.

3. Rental Ordinance  
The council discussed the changes the attorney suggested. The council suggested these changes to be made and the ordinance be on the May agenda with said changes:

Page 6: Fees: Remove the word "fees", and replace with " Associated Costs:

Single Family Residential	\$100.00
2 to 4 units	\$55/ per unit
5 or more units	\$45.00/ per unit
Reinspection Fee	\$40.00/ per unit
No Show Fee	same as above

A "No Show" Fee will be assessed if property owner fails to show up for a scheduled appointment.

A "Failure to License" a unit prior to occupancy or "Failure to bring the dwelling unit/units into compliance" fees will be assessed as :

-First Violation. Violators shall pan an administrative penalty of up to \$150.00 and bring the dwelling, dwelling unit, or premises into compliance as required under this ordinance within 30 days or such other time period as may be designated.

-Second Violation. Violators shall pay an administrative penalty of up to \$250.00 and bring the dwelling, dwelling unit, or premises into compliance as required under this ordinance within 30 days or such other period as may be designated.

-Third Violation. Violators shall pay an administrative penalty of up to \$500.00 and bring the dwelling, the dwelling unit, or premises into compliance as required under this ordinance within 30 days or such other time period as may be designated. Suspension, revocation, or refusal to renew a license of a rental unit or such other provisions set forth.

-Failure to Pay License Fee. Failure to pay for your license will result in "double fees". If after 30 days, and still unpaid, the remaining balance will be sent to the Hubbard County Auditor to be applied to the next year's tax rolls.

City Staff will notify existing property owners who are licensed within the city of Nevis on October 1<sup>st</sup>. Staff will send out the application form, inspection checklist, fee schedule, inspection dates and a contact number to re-schedule an appointment.

Page 6: Manner of Licensure Renewal: add: Inspections will be held in April.

Page 7: Inspections and Investigations: add:  
inspections take approximately 60 minutes per unit. The property owner must be present during the inspection and it is the property owner's or designated adult representatives' duty to notify the tenants of the inspection at least 24 hours prior to the inspection.

The Rental Ordinance Application suggested added changes:

- Phone Number for applicant
- Secondary/Management Contact Information

4. Liquor Store

Freight Elevator: Kay informed the council that the State Inspector called and notified her the lift/hoist/elevator is red tagged meaning it is shut down/unusable. The State Inspector requested the electricity be disconnected from the elevator. Kay would like the council to direct her on how to proceed. Council will look into alternatives for the off-sale and have Kay have an electrician disconnect the electricity.

**Motion by Jeanne Thompson, second by Sue Gray and unanimously approved to have an electrician disconnect the electricity.**

**POS:** Shawn from RDS demonstrated 2 different systems. The on-sale(bar) would work, but the off-sale would not. Shawn agreed that the off-sale would not work. Greg from Liquor POS demonstrated Evolutions Technologies (Heartland system). This system would work for both sides. The council would like Kay to reach out to Greg and get a quote for the total cost of the system(s).

**Lotto:** Kay would like to add MN State Lottery to the off-sale. The council would like Kay to get more information and ask the Lottery Representative to attend the May meeting.

**Bands & BBQ:** Kay received an email from Shwan Dudley stating what he will do and pay for. Kay will would like to hold a meeting with the Iron Horse, Tavern 203, Bullwinkles, Nevis Women's Club, Fire Department, and Deputy Oswald to be held in the council chambers. The council agreed. Kay would like to get a water cooler for the outside events.

**Job Description:** Kay thinks it looks good. The council was asked if a dollar amount should be included. The council will look at this again in May.

**Bathroom:** Kay presented the council with 2 quotes for the Women's bathroom toilet to be fixed: Samuelson & Laney: \$929.00 and \$1080.00. The council would like Kay to bring a least one more quote to the May meeting.

**Tips:** The council would like Dawn to look into the matter of tips.

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

Minutes Submitted by: Kimberly Wright, Deputy Clerk