

NEVIS CITY COUNCIL PROCEEDINGS
REGULAR MEETING
June 12, 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, Deputy Clerk: Kimberly Wright, Public Works Director: Don Umthun, Fire Chief: Josh Winters, and Deputy Josh Oswald
Absent: Liquor Store Manager: Cynthia Paulsen

APPROVAL OF REGULAR AGENDA: Motion by Jeanne Thompson, second by Blair Reuther and unanimously carried to approve the regular agenda with additions and changes:

Public Comment: add: Fire Relief Association

Move Administration F. to Fire Department: F: New policies for the Fire Department: Alcohol and Drug Use, Fire Department and EMS Social Media and Digital Images Policy, add: d. Landing Zone, e. Mini Splits, F. Apparel

Administration: add: G. adding Review of Policies and Ordinances Produces – Blair Reuther, adding H. Personnel Policy discussion for Holiday Pay rates – Sue Gray.

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

VI. Public Comments:

Wayne Luksik – Wayne would like the council to consider extending the Off-Sale liquor store into the council chambers. Moving the council chambers into the other side of the Administration building where Deputy Oswald office is. Moving Deputy Oswald to the Fire Hall. The mayor thanked Wayne for his idea.

Fire Relief – Alicia Podoll would like the council to approve the Fire Relief Association to do a study on the “Public Employees Retirement Association” as an alternative source of their retirement dollars.

Motion by Jeanne Thompson, second by Sue Gray and unanimously carried to approve the Fire Relief to do the study.

John Halberg- John had concerns about the council being ingenuine. He asked the council why page 8 and page 24 do not add up to the same amount on the 2022 city audit. Council member Reuther explained the reason for different amounts on the audit.

VII. DEPARTMENT REPORTS:

1. Fire Department – Chief Josh Winter

- a. Maintenance: The box for the new fire truck will be ready at the end of the month.
- b. Fire runs/Medical calls: 1 car accident and 1 car fire.
- c. New Policies for the Fire Department-Alcohol and Drug Use-Fire Department and EMS Social Media and Digital Images Policy

Josh wants to implement these 2 policies in the fire department and explained the need for them. Council member Gray thanked Josh for thinking ahead.

Motion by Jeanne Thompson, second by Sue Gray and unanimously carried to approve Alcohol and Drug Use Policy and Fire Department and EMS Social Media and Digital Images Policy

d. Landing Zone: Josh would like to have a 150 x 150-foot landing pad installed on the city land leased to farmers. The land used for this would be in the corner of the property not currently used by the farmer for planting. The landing pad would be 100 feet off the shed. The concrete pad used for landing will be 30 x 30 feet and the 120 feet on all sides left would need to be paved for vehicle use. The Council would like Don Umthun to talk to the lessee about using that section of the land and redoing the land lease with them. Mayor Thompson would like Josh to bring pricing for the landing zone if the lessee agrees to the idea to next month's meeting.

e. Apparel: Josh would like to get new polo shirts for the fire department to be worn for Muskie Days and the Pancake breakfast.

Motion by Jeanne Thompson, second by Blair Reuther and unanimously carried to approve to get new shirts for the fire department.

f. Mini Spits: Josh presented the council with the idea of getting mini splits for the fire hall. The council discussed it and asked Josh to bring in 2-3 quotes and a heat analysis next month.

Water Wars: Josh asked for the street closure of: Paul Bunyan Trails between Pleasant and Main.

Motion by Jeanne Thompson, second by Teresa, unanimously approved.

2. Police Department – Deputy Josh Oswald

Deputy Oswald read the May police report. He reported that graduation went well. Deputy Oswald said he is getting speeding complaints on North Street W. and will check on the speed trailer. He is still providing escorts for the track team.

3. Public Works – Don Umthun

a. Water: will refer to Administration for the water meters.

b. Sewer: There is a lift station in front of Blair Reuther's property on Pine Beach Drive. The property sits on belongs to Nevis Township. Blair would like to pave the axis to the lift station and also his property. Blair talked to the township (Tom Walz) ; they have no problem with this as long as Don had no problems. Don had no problems.

c. Streets: Road patches to be completed and class 5 to add to 7th Ave and Pleasant St W.

d. Parks: We have placed signs at the beach telling people the stairs to the lake are closed due to high water. Don and Trevor will add sand bags to the retaining wall at the beach. The council would like Don to check out the railing to the dock at the beach. Council member Carrier was approached by the Nevis Lion's Club. The club wanted to know why Don had not cleaned the pavilion yet. Don explained he cleans the pavilion 1-2 days prior to use. Otherwise, the pollen, dust and debris will be back and would be cleaning again.

4. **Administration – Dawn Veit**

a. New Water Meter project proposed Resolutions

Dawn presented the council with a project schedule for the installation of the new water meters and 2 Resolutions for the penalties of not scheduling your new water meter installation. The council decided on **Resolution 2023-06 A Resolution for Failing to allow for the 2023 Water Meter Installation Project**. This resolution states the penalty for failing to schedule an installation date will result in the residents' water shut off.

Motion by Jeanne Thompson, second by Teresa Leshovsky and unanimously carried to approved Resolution 2023-06 A Resolution for Failing to allow for the 2023 Water Meter Installation Project.

b. Resident letter for the water meter project.

Dawn will add the language from the newly adopted Resolution to the resident letters that will be mailed out on June 21, 2023.

c. The council set the date of July 17, 2023 at 5:30 for the 2024 General Fund Budget Workshop.

d. Liquor Licenses for Bullwinkle's – Michael and Christina Ridlon new owners.

- Intoxicating Liquor

- Sunday Liquor

Motion by Sue Gray, second by Teresa Leshovsky and unanimously carried to approve Liquor Licenses for Bullwinkle's – Michael and Christina Ridlon - Intoxicating Liquor - Sunday Liquor.

e. Quarterly Newsletter

The council would like to be on a rotating schedule of quarters.

f. Interim Resolution and Ordinance for Cannabis Bill.

David Anderson, City Attorney invited the city staff to watch a Webinar via Zoom on the new Cannabis Bill that will be signed into play. The attorney's office sent an email with a Resolution and Draft Ordinance for the City Council to take a look at. Dawn asked the council to please take it home, look it over and set a committee meeting date to review the documents. At that meeting the council will decide if they wish to place the new documents on the agenda for a vote in July. The committee meeting date is set for Tuesday, June 20, 2023 at 5:30.

g. Changing Review of Policies and Ordinances Procedures – Blair Reuther

Blair had a question for reviewing, and voting on amended, updated and changed ordinances, and policies for the city of Nevis. He would like them to be presented twice. The first presentation would be for the changes, and then the second presentation would be the document in its entirety for the final vote. Administrator Veit stated that this would be fine for policies and procedures, however, an ordinance is different. The Administration staff will present an Ordinance as whole, while knowing the council will only vote on the amendment to the ordinance for recording.

h. Personnel Policy – Sue Gray

Council member Gray read the "Holiday Pay" section to the city council and explained how some of the staff were confused as to the meaning. One section talks about being paid for a holiday at your normal rate, and then another paragraph states that if you work on that holiday, you will receive 1.5 times your regular wage. Some employees believe that they should receive both amounts. After much

discussion, the council all agreed that if your department is closed on a Holiday, you will receive holiday pay at your regular wage for the day off. If your department is open on the holiday and you are scheduled to work on that holiday, you will receive 1.5 times your wage for working on the holiday. (not both)

Chief Winter asked the council if the Fire Department would receive Holiday for any call-outs? The mayor asked him to look at the Department's Standard Operating Procedures book and get back to them. It will be placed on the July agenda.

5. Liquor Store – Manager, Cindy Paulsen (N/A)

a. Administrator Veit presented a rough budget for Bands and BBQ to the city council. The bands were already approved at the May city council meeting. I am asking for additional funds to pay for the advertising and also for sanitation removal for that day. Approximate total amount of \$2250.00. The sanitation cost may come in slightly higher.

Motion by Jeanne Thompson, second by Blair Reuther and unanimously carried to approve Bands and BBQ budget knowing the sanitation cost may be slightly higher.

b. CBD/THC Products in the Off-Sale

Paulsen would like permission sell THC Seltzers in the Off-Sale

The council asked if the staff understands the seltzers will not be allowed in the On-Sale. Yes, the staff understands this.

Motion by Jeanne Thompson, second by Teresa Leshovsky and unanimously carried to approved permission to sell Seltzers in the Off-Sale

c. Approval to add an extra \$1000.0 to the liquor store daily safe/start bank for the summer months only.

Motion by Jeanne Thompson, second by Blair Reuther and unanimously carried to approve to add an extra \$1000.0 to the liquor store daily safe/start bank for the summer months.

d. Hoist:

Council member Reuther presented the council with a report from the Minnesota Department of Health. This report "Red Tagged" the hoist removing it from service. Blair explained the list of issues that would need to be fixed before the hoist can be used again. He also gave temporary options for storing the alcohol in the basement elsewhere.

Dawn placed in the council packets 1 contract for rental storage for the inventory. She asked that the council look over these documents and if they have any questions to contact Cindy or herself. (no vote was taken)

6. Planning and Zoning – nothing at time

Motion to Adjourn by Blair Reuther, second by Teresa Leshovsky, all approved.

Respectfully Submitted by:

Kimberly Wright, Deputy Clerk