

NEVIS CITY COUNCIL PROCEEDINGS
REGULAR MEETING
November 13, 2023
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, City Administrator: Dawn Veit, Liquor Store Manager: Cynthia Paulsen and Deputy Clerk: Kimberly Wright, Fire Chief: Josh Winter, and Public Works Director: Don Umthun.

Absent: Deputy Josh Oswald.

APPROVAL OF THE REGULAR AGENDA: Motion by Jeanne Thompson, second by Sue Gray, unanimously approved.

APPROVAL OF THE CONSENT AGENDA: Motion by Jeanne Thompson, second by Sue Gray, unanimously approved.

Public Comments:

John Halberg had questions about starting a business. Mayor Thompson explained there are steps to be taken and he would have to talk to the City office for further information.

DEPARTMENT REPORTS:

1. **Administration – Dawn Veit**

a. Park Rapids Area Chamber of Commerce – Letter of support for the Heartland 200 Snowmobile race to be held January 27 & 28, 2024. Butch DeLaHunt sent an email asking for a letter of support from the City of Nevis for the Heartland 200 Snowmobile race. Karl Dierkhising sent a letter sharing his opinion on the race and its potential hazards. The issue was discussed and the Council voted to send a letter of support for the Heartland 200 Snowmobile race to be held on January 27 & 28, 2024.

Motion by Teresa Leshovsky, second by Blair Reuther and unanimously approved send a letter of support for the Heartland 200 Snowmobile race to be held on January 27 & 28, 2024.

b. Approval for 2024 State MN grant in Aid Program for Maintenance and Grooming Grants for the Nevis Trailblazers. We are the Local Unit of Government Sponsor. Seeking a motion to have Dawn Veit sign the contract.

Motion by Sue Gray , second by Teresa Leshovsky and unanimously approved.

c. Article 10 “Holidays” form our Personnel Policy

- Language addition for Full-Time employees
- Remove the day after Easter, add Good Friday

Motion by Sue Gray, second by Jeanne Thompson to add: *Full-Time employees who are not scheduled to work on an official holiday will receive: 8 hours of holiday pay*, unanimously approved, amended by Blair Reuther and seconded by Jeanne Thompson to add *employees will not accrue overtime pay*.

- Remove: (When department is closed for the Holiday)

Motion by Jeanne Thompson, second by Teresa Leshovsky and unanimously approved

- Remove: (When department is open on the holiday and you are scheduled to work)

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

- Remove: the Monday after Easter from the list of holidays, and Good Friday in leu of

Motion by Teresa Leshovsky, second by Sue Gray and unanimously approved.

City Administrator Veit would like to issue checks for two of our full-time employees that were not compensated for some of the Holidays. She would like to create a Special Payroll for them.

Motion by Sue Gray, second by Blair Reuther and unanimously approved.

d. Approval of 2024 Liquor Licenses for:

Nevis Liquor Store, On-Sale, Off-Sale, and Sunday

Bullwinkle's on 34, On-Sale and Sunday

Iron Horse, On-Sale, and Sunday

Shenanigans, 3.2

Tavern 203, On-Sale, and Sunday

Motion by Teresa Leshovsky, second by Blair Reuther and unanimously approved.

e. Set date for a Committee Meeting to go through the Personnel Policy and add the 2024 Sick and Safe Time Leave (all council members). The Committee meeting is set for December 4, 2023 at 6:00p.m.

f. Regional Safety Group: Veit had already brought this up at the fall Financial Meeting. All city employees should be trained in different areas, depending on what job they perform. The City could become part of a Regional Safety Group to bring the costs down per class. We would become part of a 5-city group that share the burden of the costs. A handout was given with the price breakdowns for each city depending on whether or not we attend the given class at the time. This training will cover the required OSHA classes and certifications our employees need.

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

g. City Website

City Administrator Veit brought a quote from Catalis. Catalis has purchased our current website provider.

The cost they gave me would be for two years at \$970 per year. Our current cost is \$590.00 per year.

Councilmember Blair Reuther brought his own quote from a company by the name of Town Web, there quote to him would be \$585.00 for the 1st year and \$1,215.00 each year for the next 3 years.

The council discussed this and would like to table this until next month.

2. **Planning and Zoning – Sue Gary**

Nothing at this time.

3. **Fire Department – Josh Winter**

a. Maintenance or Repairs: Fire Chief Winter had new snow tires put on the new fire truck. He will try to sell the old tires. The lights and stickers should be complete this month.

The old fire truck may be kept for a brush truck. It has more room for extra people.

The Fire Department sent out letters to residents. This letter let everyone know who they are what they do. The letter also asks for residents to donate to the Fire Relief. The Fire Relief has received over \$10,000 dollars from residents. The Nevis Fire Department would like to thank all those who donated.

Fire Chief Winter asked the council if a city engineer would be hired to look over the Fire Hall and decide if the building could be added to.

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

b. Fire runs/Medical calls: no comment

c. Fire Relief Association: Resolution 2023-10 "Statewide Volunteer Firefighter Plan for The City of Nevis"

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

4. **Police Report – Josh Oswald (N/A)**

Council member Reuther asked if there is a report that would show just the City of Nevis and not all that he did within the county? No motion was made.

5. **Public Works – Don Umthun**

a. Water: Nothing at this time

b. Sewer: Lift pump installed 11/13/2023.

c. Parks: Sue Gray thanked Don for putting up the snow fence around the Butterfly Garden.

d. Streets: Nothing at this time

6. **Liquor Store – Cynthia Paulsen**

a. Staffing update: Cindy asked that Emily Krenik's & Amy Thunstrom's start full-time hours 1/1/2023 and benefits start on 1/1/2024.

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

Cindy stated that the bar (not the off-sale) would be open on Thanksgiving Day and that Emily offered to work. The council thanked her for working that day.

b. Maintenance: Cindy took care of the needs of the liquor store.

c. General Business: Cindy would like the winter hours at the liquor store off-sale to be 12p.m. – 6p.m on Sundays. After much discussion the council voted to allow the liquor store to have winter hours of 12p.m. – 6p.m. on Sundays thru March 31 and then to produce a sales report for the Sundays before the change of hours and after the changed hours. This is to start 11/19/2023. This matter is to be added to the April 2024 agenda.

Motion by Jeanne Thompson, second by Blair Reuther, yes – Sue Gray, Teresa Leshovsky, opposed – John Carrier. Motion carried.

Council Member Carrier would like to see a visual sign for the Off-Sale. He also asked how is the Off-sale being advertised. Cindy will look for signs and get bids.

Motion by Johns Carrier, second by Jeanne Thompson unanimously approved to have Cindy look for signs for the Off-Sale and bids .

RDS meeting for the POS is set for November 16, 2023.

Motion to adjourn by Teresa Leshovsky, second by John Carrier and unanimously approved.

Minutes Submitted by: Kimberly Wright, Deputy Clerk