

## CITY COUNCIL PROCEEDINGS

DECEMBER 11<sup>TH</sup>, 2019

The Bagley City Council met in regular session on December 11, 2019 at 5:30 p.m. in the City Council Chambers.

Present: Mayor Sidney Michel, Councilmembers Dennis Merschman, John Sutherland, Chad Bonik and Jon Brovold, City Clerk Faye Jacobs and Deputy Clerk Priscilla Johnson.

Also Present: Bill Masterson, Zach Thoma and Brett Carter.

Mayor Michel called the meeting to order at 5:30 p.m.

Motion was made by Merschman to approve the minutes as written for November 13<sup>th</sup> and 27<sup>th</sup>, 2019. Seconded by Sutherland, motion carried.

Zach Thoma gave an update on the Industrial Park Project and the airport CIP report, which gives a 5 year window on upcoming projects.

Masterson informed the Council that the paperwork for the matching funds for the Industrial Park Project will be put together and sent in before the 18<sup>th</sup> of December.

City receipts for November were reviewed totaling \$20,262.47.

City Budget Reports for November were reviewed with expenditures totaling \$345,314.09.

Motion to approve the checks written in November for the City and Liquor Store was made by Bonik. Seconded by Brovold motion carried.

Motion was made by Bonik to pay outstanding invoices for the City and Liquor Store. Seconded by Brovold, motion carried.

Motion was made by Bonik to approve the revised contract with Listrom's Disposal. Seconded by Sutherland, motion carried.

The final Council work session for December is canceled unless there is an issue that comes up that must be addressed.

Fire Safety USA, Inc. will pay 3 percent interest on any money that is put down in advance on the fire truck the city ordered through them. Motion was made by Merschman to send them \$150,000.00 from the Fire Truck Savings account. Seconded by Brovold, motion carried.

Motion was made by Bonik to approve the consent agenda (licensing for the American Legion, Bowl Inn, Main Street Tavern, DaRoos and Timbers). Seconded by Sutherland, motion carried.

Motion was made by Brovold to approve 2020 election judges Kay Peterson, Lorraine Brustad, Lou Ellen Christensen, Jeanne Davis, Sylvia Larson, Susan Melbo, Mark Edevold, JoAnn Steindl, Linda Berglund, Sharon Trandem and emergency judges if needed. Seconded by Bonik, motion carried.

Motion was made by Merschman to approve Resolution 38-19 establishing the Bagley Public Library as the "Official Polling" location for the City of Bagley. Seconded by Sutherland, motion carried.

Motion was made by Sutherland to set the 2<sup>nd</sup> Wednesday of the month for City Council meetings and the 4<sup>th</sup> Wednesday of each month as a work session for the City Council in 2020. Seconded by Brovold, motion carried.

Motion was made by Bonik for Clerk to advertise for Fuel bids. Seconded by Sutherland, motion carried.

The Mayor closed the regular Council meeting.

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**TRUTH IN TAXATION PUBLIC HEARING**

The Mayor called the Public Hearing to order at 6:00 p.m.

There were no comments or concerns from the audience on the City of Bagley proposed levy.

Being there was no public in attendance to discuss the levy; Mayor Michel closed the Public Hearing at 6:02.

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The Mayor called the regular City Council meeting to order at 6:02.

Motion was made by Merschman to approve the 2020 levy. Seconded by Bonik, motion carried.

Motion was made by Bonik to approve the 2020 City Budget. Seconded by Sutherland, motion carried.

Motion was made by Bonik to approve the 2020 Budget for the Municipal Liquor Store. Seconded by Sutherland, motion carried.

Bonik informed the Council that the grant that for the extractor for the Fire Department was denied. Motion was made by Merschman to approve the purchase of an extractor using funds from the 2020 capital out lay and funds raised by the Fire Department. Seconded by Sutherland, motion carried.

Motion was made by Bonik to approve the appointment of Amanda Brustad for another term on the Park and Recreation Board. Seconded by Sutherland, motion carried.

Department reports were heard by the Council.

Motion to approve a 12:00 noon release Christmas Eve for City employees was made by Bonik, seconded by Sutherland motion carried.

Being there was no further business to come before the Council; motion to adjourn was made by Merschman. Seconded by Brovold, motion carried.

**NOVEMBER 27<sup>TH</sup>, 2019**

The Bagley City Council met on November 27<sup>th</sup>, 2019 at 5:30 p.m. in the City Council Chambers.

Present: Mayor Sidney F. Michel, Councilmembers John Sutherland, Dennis Merschman, Jon Brovold and Chad Bonik, Deputy Clerk Priscilla Johnson. City Clerk Faye Jacobs was absent.

A Discussion was held on the existing Bagley Industrial Development Corporation (BIDC) and the possibility of the BIDC dissolving and the City creating an Economic Development Association that would consist of the Council and possible other members.

October Liquor reports were reviewed. Arnold presented the Council with comparison graphs.

Enbridge has paid all of the legal and other fees incurred by the City for the easement at the Airport.

Being there was no further business to come before the Council Merschman made a motion to adjourn. Seconded by Brovold, motion carried.

### **NOVEMBER 13, 2019**

The Bagley City Council met in regular session on November 13<sup>th</sup>, 2019 at 5:30 p.m. in the City Council Chambers.

Present: Mayor Sidney F. Michel, Councilmembers Dennis Merschman , John Sutherland, Chad Bonik and Jon Brovold, City Clerk Faye Jacobs and Deputy Clerk Priscilla Johnson.

Also present: Bill Masterson, Zach Thoma, John Gerbracht, Katie Back, Chris Arnold and Brett Carter.

Motion was made by Merschman to approve minutes for the October 9<sup>th</sup> and October 23<sup>rd</sup> meetings. Seconded by Brovold, motion carried.

Katie Back approached the Council with her intent of purchasing the old Library building. She has plans for remodeling and a possible spring opening.

Zach Thoma with Karvakoo Engineering gave an update on the Industrial Park Lift Station and obstruction removal and hanger prep at the Airport.

City receipts for October were reviewed totaling \$17,630.01.

City Budget Reports for October were reviewed with expenditures totaling \$89,356.12.

Motion was made by Bonik to approve the checks written in October. Seconded by Brovold, motion carried.

Motion was made by Bonik to pay outstanding invoices for November. Seconded by Sutherland, motion carried.

Department reports were heard by Council.

Motion was made by Sutherland to approve Resolution #35-19 Transfer of Funds. Seconded by Brovold, motion carried.

Motion was made by Sutherland to approve Resolution #36-19 Acceptance of Donation. Seconded by Brovold, motion carried.

Councilmember Merschman explained how paying extra on the Liquor Store Bond payment would be large savings.

Motion was made by Merschman to approve Resolution #37-19 to pay extra on the Liquor Store payment. Seconded by Brovold, motion carried.

Council reviewed rate increases for the city attorney Flaherty and Hood.

A grant for \$7,500.00 was received from Enbridge to be used toward the purchase of the new fire truck.

Motion was made by Merschman to approve hiring Candace Atkins as a part-time call-in employee at the Municipal Liquor Store. Seconded by Brovold, motion carried.

Motion was made by Brovold to approve 1<sup>st</sup> payment to Tom's Backhoe for work at the Industrial Park for \$216,492.22. Seconded by Merschman, motion carried.

Being there was no further business to come before the Council; motion to adjourn was made by Merschman. Seconded by Brovold, motion carried.

### **OCTOBER 23, 2019**

The Bagley City Council met on October 23, 2019 at 5:30 p.m. in the Bagley City Council Chambers.

Present: Mayor Sidney Michel, Councilmembers Dennis Merschman, John Sutherland, Chad Bonik and Jon Brovold and City Clerk Faye Jacobs.

Also Present: Chris Arnold and Gerald Illies.

The 5 year contract with Gerald Illies, owner of Listrom's Disposal, expires January 1, 2020. Mr. Illies requested the new contract to be extended for 10 years with a 2 percent increase per year. Merschman made a motion to renew and extend Listrom's Disposal contract to 10 years with the 2 percent per year increase. Seconded by Bonik, motion carried.

An additional 56 lineal feet of 6 inch C900 PVC watermain and 524 lineal feet of 10 inch C900 PVC watermain are required for an extension at the new lift station project in the Industrial Park. The Bagley Public Utilities will pay the extra cost but it requires the Mayors signature and Council approval. Motion was made by Sutherland to approve the additional material. Seconded by Bonik, motion carried.

Masterson was contacted by an individual that would like to use two hanger sites at the airport to build a large hanger, it was agreed that that would be fine. He would be required to pay 15 cents per square foot for the hanger with a 5 year lease as was approved at the May 10, 2016 City Council meeting.

September Liquor Reports were reviewed. Arnold presented the Council with comparison graphs.

Motion was made by Brovold to hire Joshua Reep as part-time call in help at the Liquor Store. Seconded by Sutherland, motion carried.

Motion was made by Merschman to add an additional \$30,000.00 to the Liquor Store payment due on November 1<sup>st</sup> to First National Bank. Seconded by Bonik, motion carried.

Motion was made by Merschman to approve adoption of an Ordinance 182 to remove petty misdemeanors from the City Ordinances. Seconded by Bonik, motion carried.

Arnold informed the Council of his intent to attend an NABCA Conference in Denver Colorado October 27-30. Expenses will be paid by the MMBA.

Motion was made by Brovold to approve payment for Deputy Clerk Priscilla Johnson's Notary Commission renewal. Seconded by Sutherland, motion carried.

The Clerk presented Council with recommendations for the transfer of funds from the 2018 budget as follows; \$1,991.72 to the Fire Department savings account. \$9,216.73 to Police Car Committed Fund. \$8,265.15 to Park Upgrade Committed Fund and \$250.00 to the Well-Head Protection Committed Fund. Brovold made a motion to approve 2018 budget transfers. Seconded by Sutherland, motion carried.

Motion was made by Merschman to approve Resolution 34-19 to execute the Minnesota Department of Transportation grant agreement. Seconded by Bonik, motion carried.

Being there was no further business to come before the board Merschman made a motion to adjourn. Seconded by Brovold, motion carried.

## **OCTOBER 9<sup>TH</sup>, 2019**

The Bagley City Council met in regular session on October 9<sup>th</sup>, 2019 at 5:30 p.m. in the City Council Chambers.

Present: Mayor Sidney F. Michel, Councilmembers Dennis Merschman, Chad Bonik and Jon Brovold, City Clerk Faye Jacobs and Deputy Clerk Priscilla Johnson. Councilmember John Sutherland was absent.

Also Present: Bill Masterson and Brett Carter.

Motion was made by Merschman to approve the minutes for the September 25<sup>th</sup> and October 2<sup>nd</sup> meetings. Seconded by Brovold, motion carried.

Motion was made by Bonik to approve renewing the lease with Twin Pines Golf Course for 30 years at \$1.00 per year. Seconded by Brovold, motion carried.

General Manager Masterson discussed properties that have gone back to the County on tax forfeitures. The Council decided to have Masterson check on details of purchasing lots and demolishing existing structures.

City receipts for September were reviewed totaling \$93,182.97.

City Budget Reports for September were reviewed with expenditures totaling \$120,987.83.

Motion was made by Bonik to approve the checks written in September for the City and Liquor Store. Seconded by Brovold, motion carried.

Motion was made by Brovold to pay outstanding invoices with the exception of the Central Lakes College until further explanation is received from Chief Gerbracht. Seconded by Merschman, motion carried.

Department reports were heard.

Motion was made by Brovold to send Jacobs to Election Training in Pequot Lakes December 6<sup>th</sup>. Seconded by Bonik, motion carried.

Motion was made by Bonik to approve Resolution # 31-19 transfer of Restricted Funds. Seconded by Brovold, motion carried.

Motion was made by Bonik to approve Resolution # 32-19 transfer of Restricted Funds. Seconded by Brovold, motion carried.

Motion was made by Bonik to approve Resolution #33-19 authorization to execute MN Dept. of Transportation Grant Agreement. Seconded by Brovold, motion carried.

Matthew Croatson, a US Census representative, requested a meeting with the Mayor and Council. The meeting has been set for Oct. 24<sup>th</sup> at 9:00 a.m. in Council Chambers

Being there was no further business to come before the Council; motion to adjourn was made by Brovold. Seconded by Merschman, motion carried.

## **TOWNSHIP FIRE CONTRACT MEETING OCTOBER 2, 2019**

The Bagley City Council met with township members that have Fire Contracts with the City of Bagley Fire Department on October 2, 2019 in the City Council Chambers at 5:30 p.m.

Present: Mayor Sidney F. Michel, Councilmembers Jon Brovold, John Sutherland and Dennis Merschman, City Clerk Faye Jacobs and Deputy Clerk Priscilla Johnson. Councilmember Chad Bonik was absent.

Also Present: Tom Warren, Susan Sunderland, Larry Olson, Bruce Sly, Jim Herman and Fire Chief John Gerbracht.

Mayor Michel called the meeting to order at 5:30 and called on Fire Chief Gerbracht to start the discussion on the purchase of the new fire truck. Gerbracht explained the process of the purchase and explained a diagram of the new truck given to those in attendance. Gerbracht answered questions township members had and addressed some concerns. Gerbracht also explained that the truck would be equipped by fund raising efforts of the volunteer firefighters which include the Firemen's Ball and extra raffles.

Mayor Michel explained payment options and various grants the city is trying to procure. A lengthy discussion was held on the need for the new truck and how it will be paid for. Options for 10 and 15 year payment plans were discussed. A final decision on the terms was not made at this time.

The year-to-date budget for the Fire Dept. was reviewed and the 2020 proposed budget was presented and explained.

The Mayor, Council and Chief Gerbracht thanked everyone for attending the meeting.

Being there were no more questions on the budgets or the fire truck; motion to adjourn was made by Brovold. Seconded by Merschman, motion carried.

#### **SEPTEMBER 25, 2019**

The Bagley City Council met on September 25, 2019 at 5:30 p.m. in the City Council Chambers.

Present: Mayor Sidney F. Michel, Councilmembers Dennis Merschman, John Sutherland, Jon Brovold and Chad Bonik, City Clerk Faye Jacobs and Deputy Clerk Priscilla Johnson.

Also Present: General Manager Bill Masterson, Police Chief Renee Benson, Zach Thoma, Joel Hood and Leroy Riewer.

Motion was made by Merschman to approve the Minutes as written for September 6<sup>th</sup>, 11<sup>th</sup> and 20<sup>th</sup>. Seconded by Sutherland, motion carried.

Zach Thoma with Karvakoo Engineering presented the Council with two quotes for the Hanger Prep work at the Municipal Airport; Northland Excavating for \$43,000.00 and Drydahl Construction for \$7,700.00.

Motion was made by Merschman to award the Drydahl Construction the prep work for the hangers. Seconded by Bonik, motion carried.

Thoma also gave an update on the Industrial Park Lift-Station project and obstruction removal at the airport.

The Golf Association would like to demo the old Club House at Twin Pines Golf Course and put a new one up in the same foot print. Leroy Riewer and Joel Hood presented the plans to the Council. Motion was made by Sutherland to allow demo and new construction. Seconded by Brovold, motion carried.

The August Profit and Loss and Budget for the Municipal Liquor Store were reviewed.

The Coors Fire Truck Fundraiser was a success bringing in approximately \$1,000.00. Final numbers will be available at the October City Council Meeting.

The Council has set the meeting for Truth in Taxation for December 11<sup>th</sup> at 6:00 p.m. in the City Council Chambers.

The Council has set a meeting with the Fire Contract Townships for October 2, 2019 at 5:30 p.m. in the City Council Chambers.

Brovold made a motion to approve payment for supplies purchased to clean headstones at the City Cemetery in the amount of \$13.89. Seconded by Bonik, motion carried.

Being there was no further business to come before the Council; motion to adjourn was made by Brovold. Seconded by Bonik, motion carried.

### **SEPTEMBER 20<sup>TH</sup>, 2019**

The Bagley City Council met in special session on September 20<sup>th</sup>, 2019 at 7:30 a.m. in the City Council Chambers.

Present: Mayor Sidney Michel, Councilmembers John Sutherland, Dennis Merschman, Chad Bonik and Jon Brovold and City Clerk Faye Jacobs.

Also present: Fire Chief John Gerbracht.

The purpose of the special meeting was to discuss the additional features requested for the new fire truck.

Chief Gerbracht supplied the Council with an itemized list with prices for the Councils review totaling an additional \$25,000.00. Many of the items were for the added safety of the volunteer fire fighters and to make the truck more functional.

Each item was reviewed and after much discussion and consideration items totaling \$8,000 were deducted from the list.

Motion was made by Merschman to approve extra items totaling \$17,000.00 to be added to the new fire truck. Seconded by Sutherland, motion carried.

Being there was no further business to come before the Board; motion to adjourn was made by Merschman. Seconded by Brovold, motion carried.

### **SEPTEMBER 11<sup>TH</sup>, 2019**

The Bagley City Council met on September 11<sup>th</sup>, 2019 at 5:00 p.m. in the City Council Chambers.

Present: Mayor Sidney F. Michel, Councilmembers Dennis Merschman, John Sutherland and Chad Bonik, City Clerk Faye Jacobs and Deputy Clerk Priscilla Johnson, Jon Brovold joined the meeting at 5:30.

Also Present at 5:00: Police Chief Renee Benson, General Manager Bill Masterson and Fire Chief John Gerbracht.

In attendance at 5:30: Kristean Marshall, Arlen Marshall, Zack Thoma, Chris Arnold, Andy Ubert and Brett Carter.

Mayor Michel called the meeting to order at 5:00 p.m. to discuss the 2020 proposed budget. Jacobs explained the proposed budgets with changes that were requested by the Council at the prior budget meeting held on September 6<sup>th</sup>.

Gerbracht gave an update on the new fire truck the price is at \$485,000.00; this price will be valid through September 30<sup>th</sup>. An additional \$25,000.00 equipment allowance can be added if approved by the Council, some of those options were painted side panel, sliding drawers and peg boards for organization. The Council requested an itemized list for the work session at the end of the month.

Masterson explained to the Council a need for a new blade for the snow plow, it has been budgeted for in Capital Outlay for the 2020 budget however he will need it before then, so it will be ordered and paid for out of the existing equipment fund and the fund reimbursed in 2020.

All of the other departments were reviewed. The final total for each department budgets were as follows:

City Hall-\$250,750.00  
Fire Dept.-\$80,713.00  
Police Dept.-\$354,600.00  
Street Dept.-\$347,623.00  
Park Dept.-\$67,475.00  
Cemetery-\$5,098.00  
Pound-\$13,689.00  
Zoning-\$15,261.00  
Community Service-\$2,400.00  
Other Expenses-\$136,317.00  
Economic Development-\$58,329.00  
Airport-\$13,330.00  
Capital Expenses-\$92,970.00  
Bonds-\$171,777.00

Total Expenses for 2020-\$1,610,332.00----- Total Income for 2020-\$1,610,332.00. The levy will remain the same as 2019, no raise to taxes.

After review by the Council; Merschman made a motion to approve the 2020 budget. Seconded by Sutherland, motion carried.

The regular City Council meeting began at 5:30. Motion was made by Sutherland to approve minutes as written for August 28<sup>th</sup>, 2020. Seconded by Bonik, motion carried.

Council heard concerns of citizens on zoning issues.

Andy Ubert thanked the Council and shared an update of the Way-Festival that was held at the City Park on September 7<sup>th</sup>. It was a success with about 800 people in attendance though out the day, about 600 were served a meal and 350 to 400 staying for the concert and many staying for the movie. Plans are being made for another event next year.

Zach Thoma with Karvakoo engineering reviewed the bid submissions for the Industrial Park Lift Station Project. Five bids were received with Tom's Backhoe Service, Inc. the lowest. Motion was made by Merschman to approve the low bid by Tom's Backhoe. Seconded by Sutherland, motion carried.

City receipts totaling \$30,577.50 were reviewed. City budgets were also reviewed with total expenses of \$331,919.58.

Motion was made by Merschman to approve the checks written in August for the City and Liquor Store. Seconded by Bonik, motion carried.

Motion was made by Bonik to approve payment of outstanding invoices for the City and Liquor store. Seconded by Sutherland, motion carried.



Department reports were heard, with updates from department heads.

Brovold made a motion to approve Resolution #29-19 Acceptance of Donation. Seconded by Bonik, motion carried.

Sutherland made a motion to approve Resolution #30-19 Acceptance of Donation. Seconded by Bonik, motion carried.

A Payment from Enbridge for the airport easement was received on September 10<sup>th</sup>, the funds to be put to economic development for the airport.

Being there was no further business to come before the Board; motion to adjourn was made by Merschman. Seconded by Brovold, motion carried.

### **SEPTEMBER 06, 2019**

The City Council met in special session on September 6, 2019 at 7:00 a.m. in the City Council Chambers.

Present: Mayor Sidney F. Michel, Councilmembers Dennis Merschman, John Sutherland, Chad Bonik and Jon Brovold and City Clerk Faye Jacobs.

Also Present: Chris Arnold and Renee Benson

The purpose of the special session was to review and update the proposed 2020 City and Liquor Store budget.

Starting with the proposed income, the Clerk explained the changes that were made with 2 alternative adjustments for wage increases for city employees.

The Council reviewed each city department with the changes that were requested at the first budget meeting. With a few adjustments including a change to the transfers of funds on the proposed income from \$55,000.00 to \$25,000.00.

After review and discussion of wages it was decided that a one-step raise to city employees will be given on January 1<sup>st</sup>, 2020 and an additional step on July 1<sup>st</sup>, 2020. The Mayor and Councilmembers pay will increase \$500.00 each per year.

After adjustments are made to department incomes and the proposed income adjustments are made, the final proposed budget will go before the Council for approval at the regular City Council meeting on Sept. 11<sup>th</sup>.

The Liquor Store proposed budget was reviewed.

Being there was no further business to come before the Council motion to adjourn was made by Merschman. Seconded by Brovold, motion carried.

### **AUGUST 28, 2019**

The Bagley City Council met on August 28, 2019 at 5:30 p.m. in the Bagley City Council Chambers.

Present: Mayor Sidney F. Michel, Councilmembers Dennis Merschman, John Sutherland, Jon Brovold and Chad Bonik, City Clerk Treasurer Faye Jacobs and Deputy Clerk Priscilla Johnson.

Also Present: Bill Masterson, Renee Benson and Chris Arnold.

Motion was made by Merschman to approve the minutes of August 14<sup>th</sup>, 2019. Seconded by Sutherland, motion carried.

Motion was made by Brovold to approve payment to Reierson Construction for the Airport Access Road. Seconded by Sutherland, motion carried.

Motion was made by Merschman to approve payment to David Drown and Associates for TIF support and reporting. Seconded by Sutherland, motion carried.

July Liquor Reports were reviewed. Arnold presented the Council with comparison graphs. Arnold also gave an update on his board meeting in St. Paul and the fire truck fund raising.

Motion was made by Sutherland to approve Resolution #27-19-Restructure of Restricted and Designated Funds. Seconded by Bonik, motion carried.

Motion was made by Merschman to approve Resolution #28-19-Rename Designated Funds to Committed Funds. Seconded by Sutherland, motion carried.

Mayor Michel shared with the Council the need to look for a law firm that is closer to Bagley than our current City Attorneys, Flaherty and Hood who are based in St. Paul, he would like to retain Flaherty and Hood for HR issues, but there is a need to have representation closer for civil and criminal issues for the city.

The Council looked at the proposed 2020. All budgets were adjusted for increases on insurance premiums, legal was discussed and audit costs will be adjusted as well as employee wages. The clerk will work on these and the next budget meeting will be held on September 6<sup>th</sup> at 7:00 a.m.

The City is receiving a grant from the Greater Minnesota Business Development Public Infrastructure Program for the Bagley Industrial Park Sewer Lift project for \$211,850.00. The final steps are for the city to purchase the lot from the BIDC and to record a declaration with the county that the city will never sell the lot that the lift station is being built on.

Motion was made by Merschman to go ahead and apply for a grant for an extractor for the Fire Department which will require matching funds. Brovold seconded, motion carried.

Motion to send up to 3 people to the League of Minnesota Cities Fall Conference in Thief River Falls was made by Bonik. Seconded by Sutherland, motion carried.

Being there was no further business to come before the board Merschman made a motion to adjourn. Seconded by Brovold, motion carried.

### **AUGUST 14<sup>TH</sup>, 2019**

The Bagley City Council met in regular session on August 14<sup>th</sup>, 2019 at 5:30 p.m. in the City Council Chambers.

Present: Mayor Sidney F. Michel, Councilmembers Dennis Merschman, John Sutherland and Chad Bonik and Deputy Clerk Priscilla Johnson. Councilmember Jon Brovold and City Clerk Faye Jacobs were absent.

Also Present: Renee Benson, Bill Masterson, Chris Arnold, Zach Thoma, John Gerbracht and Brett Carter.

Motion was made by Sutherland to approve the minutes of July 10<sup>th</sup>, 23<sup>rd</sup> and 24<sup>th</sup>. Seconded by Bonik, motion carried.

Zach Thoma with Karvakoo Engineering gave an update on the Lift Station in the Industrial Park; bid opening is scheduled for September 10<sup>th</sup>.

Thoma also spoke about projects at the airport. The taxi lane conversion work was finished on August 8<sup>th</sup> removal of rocks will be done when the obstruction removal is done. Karvakoo will finish the credit application for state funds and release the contractors invoice to the City for payment.

The City Clerk received a task order from MNDOT Aeronautics for hanger prep. The City has been approved for up to \$40,000.00 grant from the state. The Cities share would be \$2,105.00 and would provide an area for up to 7 future hangers. Motion to approve the hanger preparation was made by Sutherland. Seconded by Bonik, motion carried.

Motion was made by Merschman to adopt Resolution #26-19, a resolution pledging the promotion of free speech and encouraging respect in our community. Seconded by Sutherland, motion carried.

City Receipts were reviewed totaling \$270,657.73.

City Budget Reports for July were reviewed with expenditures totaling \$174,448.55.

Motion was made by Merschman to approve the checks written in July for the City. Seconded by Sutherland, motion carried.

Motion was made by Merschman to approve the checks written in July for the Liquor Store. Seconded by Sutherland, motion carried.

Motion to pay outstanding invoices with the exception of the David Drown invoice pending more explanation, was made by Merschman. Seconded by Bonik, motion carried.

Department reports were heard.

Motion was made by Merschman to send up to 10 Firemen to the Northern Region Firefighters Association Fall meeting. Seconded by Bonik, motion carried.

The Council and Fire Chief Gerbracht discussed the purchase and financing of the new fire truck. Merschman made a motion to approve the purchase of a fire truck. Seconded by Sutherland, motion carried.

Police Chief Benson discussed the purchase for a new squad car; Nelson Auto came back with the best offer.

Motion was made by Bonik to send a police officer to training on Oct. 24<sup>th</sup> in Thief River Falls. Seconded by Sutherland, motion carried.

A camera system has been set up at the City Park; more cameras are being looked into to cover a larger area.

Masterson has some old equipment to put up for bids, Merschman made a motion for Masterson to sell old equipment at his digression. Seconded by Bonik, motion carried.

Steve Olson has sold three lots in the Golf View Estates, the infrastructure is in place in that area but there will be some expense with gravel work.

The Hwy 92 project is still a work in progress. The City has not signed off on the project at this point.

Arnold explained MMBA membership to the Council. The Municipal Liquor Store has been a member for more than 20 years.

Motion was made by Merschman to approve Resolution #24-19 acceptance of a donation made by Enbridge for fireworks. Seconded by Bonik, motion carried.

Motion was made by Bonik to approve Resolution #25-19 transfer of restricted funds. Seconded by Sutherland, motion carried.

The Enbridge easement is in its final stages. Flaherty and Hood have emailed the final paperwork for review.

Being there was no further business to come before the Council motion to adjourn was made by Meschman. Seconded by Sutherland, motion carried.

### **JULY 24, 2019**

The Bagley City Council met on July 24, 2019 in the City Council Chamber.

Present: Mayor Sidney F. Michel, Councilmembers John Sutherland, Dennis Merschman and Jon Brovold, City Clerk Faye Jacobs and Deputy Clerk Priscilla Johnson. Councilmember Chad Bonik was absent.

Also Present: Vicky Fletcher, Bill Masterson, Todd Haugen, James and Cyndy O'Bryan.

Municipal Advisor from Ehlers and Associates, Todd Haugen, spoken in length with the Council on various options for creating TIF districts in the City and the difference between TIF and Tax Abatements and how they would apply to city properties.

James O'Bryan presented the Council with options for Bagley's HRA (Park's View Apartments) and information on the ACC (Annual Contributions Contract) that small communities have with HUD.

Brovold made a motion to approve Resolution #23-19 which states that the City of Bagley is interested in moving forward with the sale of Park View Apartments located at 16 Main Avenue North to an individual at Fair Market Value. Seconded by Sutherland, motion carried.

Masterson received information on ADS-B aircraft tracking sensors for the Airport, they are free of charge with no maintenance fees, however the city has to do the installation which Masterson's crew would do. Motion was made by Sutherland to proceed. Seconded by Brovold, motion carried.

Motion was made by Merschman to pay \$10,000.00 of an invoice for \$18,482.09 submitted by JRC for remodeling work at the new Police Station, the remainder and any additional to be paid upon completion. Seconded by Brovold, motion carried.

Motion was made by Brovold to approve the purchase of a new server and updates on computers in the office split accordingly with Public Utilities. Seconded by Sutherland, motion carried.

Liquor Store Profit and Loss and Budget for the month of June were reviewed. Savings will be replenished as appropriate.

Arnold gave an update on the Liquor Store activity. Sales have continued to increase. Fund raising ideas were discussed; the Council supports any fund raising that Arnold may implement.

Motion was made by Brovold to authorize Karvakko, P.A. to publicly advertise the 2019 Bagley Industrial Park Utility Project contingent upon the BDPI grant award notification, as administered by Minnesota Department of Employment and Economic Development, but no later than Wednesday, August 14, 2019. Seconded by Merschman, motion carried.

Masterson explained the need for a resolution to apply for a grant to receive matching fund from DEED for the Industrial Park Drive Sewer Lift Station.

Motion was made by Brovold to approve Resolution #22-19 designating a line item in the city budget for the Industrial Park Sewer Lift Station Expansion. Seconded by Sutherland, motion carried.

The first meeting to work on the 2020 budget is set for the August 28<sup>th</sup> work session.

Motion was made by Brovold for wage step increases for two employees at the Municipal Liquor Store. Seconded by Merschman, motion carried.

Being there was no further business to come before the Council; motion to adjourn was made by Merschman. Seconded by Brovold, motion carried.

**July 23, 2019**

A joint meeting between the Bagley City Council and the Bagley Public Utilities Commission was held on July 23<sup>rd</sup> at 8:30 a.m. in the City Council Chambers.

Present: Councilmembers Jon Brovold, John Sutherland and Dennis Merschman, Commission members Tommy Lillegaard and Dennis Merschman, Public Utilities Office Manager Vicky Fletcher and City Clerk Faye Jacobs, Mayor Michel arrived a few minutes into the meeting. Councilmember Chad Bonik and Utility Commissioner Stewart Lien were absent.

Also present: Tracee Bruggeman-Brady Martz & Associates, and General Manager Bill Masterson.

The City Council meeting was called to order by Vice-Mayor Brovold and the Utility Commission meeting was called to order by Lillegaard.

Tracee Bruggeman from Brady Martz & Associates reviewed the Audited Financial Statement for the Public Utilities. After a discussion it was decided the Utility Commission will wait to approve the audit at their next scheduled Commission meeting.

Motion to adjourn the Public Utility meeting was made by Merschman and carried.

Bruggeman next reviewed the Audited Financial Statement for the City of Bagley. After a discussion a motion to accept the Audited Financial Statement for 2018 was made by Merschman. Seconded by Sutherland, motion carried.

As the Audited Financial Statements for the Bagley Public Utilities and the City of Bagley were completed motion to adjourn was made by Brovold. Seconded by Merschman, motion carried.

**JULY 10, 2019**

The Public Hearing was called to order by Mayor Sidney F. Michel at 5:15 p.m. on July 10<sup>th</sup>, 2019 in the City Council Chambers.

The purpose of the hearing was to reclassify an alley to a Utility Easement located off Main Ave. West.

As there was no opposition Mayor Michel closed the hearing at 5:30 p.m.

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The City Council met in regular session on July 10<sup>th</sup>, 2019 at 5:30 p.m. in the City Council Chambers.

Present: Mayor Sidney F. Michel, Councilmembers Dennis Merschman, Jon Brovold, John Sutherland and Chad Bonik, City Clerk Faye Jacobs and Deputy Clerk Priscilla Johnson.

Also present: Renee Benson, Darin Laesch, Bill Masterson, Todd Nelson, Andy Ubert, Zach Thoma, Chris Arnold and Dawn Goodwin.

Motion was made by Merschman to approve minutes from the June 12<sup>th</sup> and 26<sup>th</sup> meetings. Seconded by Sutherland, motion carried.

Motion was made by Merschman to approve Resolution #20-19 reclassifying an existing alley to a Utility Easement. Seconded by Brovold, motion carried.

Country Faith Church has planned a family event at the Bagley City Park in the Frog Pond area September 7<sup>th</sup>. Andy Ubert also asked about a 5K run to be held. Motion was made by Bonik to give the Councils OK. Seconded by Brovold, motion carried. Ubert will drop off the route map at City Hall.

Zach Thoma with Karvako Engineering gave an update on the projects at the airport and the design for the Industrial Park.

Darin Laesch with MN DOT gave a progress report on the Hwy. 92 project.

Todd Nelson was in attendance to speak on issues that he has with the Hwy. 92 project.

Masterson presented the Council with an explanation of the wetland issue by Lake Lomond.

Clerk will set up a meeting for the Council and Public Utility Commission to meet with the City Auditor.

Motion was made by Merschman to approve Resolution #21-19 delegating Mike Stenseng as the Environmental Technician for the City. Seconded by Sutherland, motion carried.

City receipts totaling \$447,584.01 were reviewed.

March City Budgets were reviewed. Expenses totaled \$96,675.20.

Motion was made by Bonik to approve checks written in June for the City and Liquor Store. Seconded by Brovold, motion carried.

Motion was made by Bonik to approve payment of outstanding invoices. Seconded by Sutherland, motion carried.

Dawn Goodwin thanked the Councilmembers who attended the Line 3 Educational Summit that was held at the American Legion June 26<sup>th</sup>. She also shared concerns she had with the handling of the reporting of the event.

Department reports were heard.

Motion was made by Brovold to approve the purchase of a 1 ton truck for the Street Department from the Roads and Bridges Equipment Fund. Seconded by Sutherland, motion carried.

Motion was made by Bonik to approve the hiring of Renae Knutson for the Park Attendant position. Seconded by Brovold, motion carried.

Motion was made by Sutherland to approve the Home-Coming Parade route application. Seconded by Bonik, motion carried.

Motion was made by Brovold to give city employees the annual step raise. Seconded by Sutherland, motion carried.

Being there was no further business to come before the Board; motion to adjourn was made by Brovold. Seconded by Sutherland, motion carried.

**JUNE 26, 2019**

The Public Hearing was call to order by Mayor Sidney F. Michels at 5:15 p.m. on June 26<sup>th</sup>, 2019 in the City Council Chambers.

The purpose of the hearing was to assess unpaid utility bills and work done by the Cities Street Department on two individual's property taxes.

As there was no opposition the Public Hearing was closed at 5:30 p.m.

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The Bagley City Council met on June 26<sup>th</sup>, 2019 at 5:30 p.m. in the City Council Chambers.

Present: Mayor Sidney F. Michel, Councilmembers Jon Brovold, Dennis Merschman, John Sutherland and Chad Brovold. Deputy Clerk Priscilla Johnson.  
City Clerk Faye Jacobs was absent.

Also Present: Bill Masterson, Chris Arnold, Eric Nance, Samantha Muese, Renee Benson, Randy Aamock, Heidi and Joe Larson, Ryan Schipper and Darren Laesch.

Council discussed the Public Hearing.

Motion to approve Resolution #19-19, certifying unpaid utility bills and services provided by the city to personal property taxes of two individuals, was made by Sutherland. Seconded by Bonik, motion carried.

Motion was made by Merschman to approve Resolution #18-19, Intent to reclassify an alley to a utility easement. Seconded by Brovold, motion carried.

Motion was made by Bonik to set a Public Hearing for reclassifying an alley to a utility easement on July 10<sup>th</sup>, 2019 at 5:15 p.m. Seconded by Brovold, motion carried.

Lomond area residents were in attendance with concerns about a property that was recently sold by the county on tax forfeiture in their area. The council will look into the matter.

The Municipal Liquor Store Profit and Loss and the Budget for May were reviewed. Manger Arnold gave an update on the store.

Wage Step increases for City and Liquor Store employees was tabled for the July meeting.

Darren Leasch with MNDOT was in attendance to give an update and answer questions on the Hwy. 92 project. A lengthy discussion was held with concerns on time line of the project with the upcoming All-School Reunion.

Masterson requested the permission to purchase at trailer for the Street Dept. Motion was made by Bonik to go ahead with the purchase of a trailer up to \$13,000.00. Seconded by Brovold, motion carried.

Masterson will also look into the purchase of a new 3\4 ton pickup to be paid for with equipment budget funds.

Motion was made by Merschman to sell city owned property, parcel #R.23.315.0040 in front of the Cease Funeral Home to Kelly Cease with the city retaining all easements. Seconded by Bonik, motion carried.

Motion was made by Brovold to hire Nancy Learmont for the part-time bartending position at the Golf Course pending a background check. Seconded by Merschman, motion carried.

Being there was no further business to come before the Council; motion to adjourn was made by Merschman. Seconded by Brovold, motion carried.

**JUNE 12, 2019**

The Bagley City Council held a Public Hearing on June 12, 2019 in the Bagley City Council Chambers to hear a discussion on the purchase of a fire truck with the USDA as a source of grants and a loan.

Present: Mayor Sidney F. Michel, Councilmembers John Sutherland, Jon Brovold and Dennis Merschman, City Clerk Faye Jacobs and Deputy Clerk Priscilla Johnson

Also Present: Fire Chief John Gerbracht

Chief Grebracht presented plans for the fire truck with features that the department was interested in adding to the truck.

There were no community members present at the hearing.

Mayor Michel closed the public hearing at 5:30.

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The Bagley City Council met in regular session on June 12, 2019 at 5:30 p.m. in the Bagley City Council Chambers.

Present: Mayor Sidney F. Michel, Councilmembers John Sutherland, Jon Brovold, Dennis Merschman and Chad Bonik, City Clerk Faye Jacobs and Deputy Clerk Priscilla Johnson.

Also present: Renee Benson, Mike Karvako, Zach Thoma, Chris Arnold, Bill Masterson, Ryan Zemek, Vicky Fletcher, Kari Gerbracht, Darin Lee, Brett Carter and Dawn Goodwin.

Motion was made by Merschman to approve the minutes of May 22<sup>nd</sup> and 31<sup>st</sup> and June 11<sup>th</sup>, 2019. Seconded by Brovold, motion carried.

Ryan Zemek with HRDC presented Resolution #16-19 Business Development Infrastructure Application, he explained the criteria for the BDPI (Business Development Public Infrastructure Program) and believes the sewer lift station project in the Industrial Park would meet the necessary requirements and is a good fit for the program. There is a 50% cash match, engineering has to be done before the application process can get underway. Engineering expense is not reimbursable at the 50% match. Zemek has meet with a couple of representatives from Team Industries and has explained some of the details with them and plans to meet with them in the near future.

Motion was made by Merschman to approve Resolution #16-19. Seconded by Sutherland, motion carried.

Karvako updated the Council on work being done at the Airport.

Motion was made by Merschman to hire Karvako Engineering for the new sewer expansion project in the Industrial Park. Seconded by Sutherland, motion carried.

Karvako explained plans is to get bid information for the project out in July and have it back to the Council by early August.

May City receipts in the amount of \$37,882.91 were reviewed.

City Budget repots for May were reviewed. Total Expenses for May were \$89,218.47.

Motion was made by Brovold to approve checks written in May for the Liquor Store and City. Seconded by Sutherland, motion carried.

Motion was made by Bonik to pay outstanding invoices for the City and Liquor Store. Seconded by Brovold, motion carried.



Department Report were heard.

Motion was made by Bonik to approve Resolution #15-19 American Legion Bingo Permit. Seconded by Sutherland, motion carried.

Motion was made by Sutherland to approve Resolution #17-19 Flower Donations. Seconded by Brovold, motion carried.

Motion was made by Sutherland to set Public Hearing for June 26, 2019. Seconded by Merschman, motion carried. The purpose is to recover unpaid utility bills and money owed the City of Bagley by means of property tax assessment.

Darin Lee addressed the Council with concerns of the cemetery lots purchased by Audrey Lee and the burial of his father John Lee. The Council agreed that the concerns he has will be addressed and corrected. The service road will be moved further to the South and a 4 foot grass buffer area will be seeded. With the outcome to be to the satisfaction of the City and the Lee Family.

Dawn Goodwin extended a formal invitation to the Council for an Educational Summit being hosted by the 1885 Treaty Authority at the American Legion from 10:00 a.m. to 5:00 p.m. on June 26th.

Kari Gerbracht presented the Council with the updated Severe Weather Emergency brochure for the upcoming All-School Reunion. The City will make copies for the park to distribute to campers.

Being there was no further business to come before the Council; motion to adjourn was made by Merschman. Seconded by Brovold, motion carried.

### **MAY 22, 2019**

The Bagley City Council met on May 22, 2019 in the City Council Chambers.

Present: Mayor Sidney F. Michel, Councilmembers John Sutherland, Chad Bonik, Jon Brovold and City Clerk Faye Jacobs. Councilmember Dennis Merschman and Deputy Clerk Priscilla Johnson were absent.

Also present: Janet Brademan, Kathy and Dennis Huwe, Colleen and Doug Lindgren, Chris Arnold, Carol Bliss Quinn, Lilana Anderson, Layla Berg, McKinzie Halverson, Elee Hermiston, Isaac Reddick and Elliot Stai.

Motion was made by Sutherland to approve the minutes of May 8<sup>th</sup>, 2019. Seconded by Brovold, motion carried.

Colleen Lindgren presented the Council with information on Art in the Park which will be held on July 13<sup>th</sup> from 9:00 a.m. to 3:00 p.m. Some of the activities will include Summer Rec dancers, giant bubble making entertainment, face painting and spray painting on canvas with squirt guns. The Lost River Band will be playing from Noon to 2:30 p.m. and there will be a variety of crafters and food vendors.

Lindgren ask the Council for the use of two shelters at the City Park for next year's Art in the Park July 11, 2020. Motion was made by Bonik to approve. Seconded by Brovold, motion carried.

Kathy Huwe and Janet Brademan asked the Council to approval the installation of more brackets for art work in the Community Room at the Library, motion to approve was made by Sutherland. Seconded by Bonik, motion carried.

Motion was made by Bonik to approve the sale of the art work by the artists at the Community Room for the School Reunion week. Seconded by Brovold, motion carried.

Carol Bliss Quinn from the Bagley High School was present with some of her students for a presentation of the Cemetery Project they have been working on for the last 3 years. Records for the cemetery were lost when the church they were stored in burned. The students cleaned the headstones and mapped the cemetery which will be available on the City Web Site soon. Plans for

more projects are in the works. The Council thanked Bliss Quinn and the students for all their hard work.

Motion was made by Brovold to table the application for Orton's 3.2 license until more research is done.

Sutherland made a motion to approve 2 temporary liquor licenses for the American Legion for the 6<sup>th</sup> of July and the 1<sup>st</sup> through the 4<sup>th</sup> of Aug. Seconded by Brovold, motion carried.

Bonik made a motion that the City is in favor of Greg Lentz to go ahead with the process of obtaining a temporary liquor license to serve beer and wine at the banquet for the all school reunion. Brovold seconded, motion carried.

The Liquor Store budget was reviewed and Arnold gave an update on the newly installed lighting and camera system.

Ryan Miles, a registered financial advisor with Ehlers and Associates, attended the Council meeting via skype to give the Council a brief overview of investment services available to the city.

Lots at the Kastner addition were discussed, as a large portion of the special assessments have been paid it was agreed that lot #1 should be sold for \$12,000.00, the same as the remaining lots in the Kastner Addition.

Brovold made a motion to set a Public Hearing June 12<sup>th</sup>, 2019 at 5:30 p.m. concerning the purchase of a fire truck. Seconded by Sutherland, motion carried.

Tax Increment Financing and Tax Abatements were discussed.

Motion was made by Sutherland to return the cemetery marking fee to the Anderson Family. Seconded by Brovold, motion carried.

Being there was no further business to come before the Board; motion was made by Brovold to adjourn. Seconded by Sutherland, motion carried.

### **May 8, 2019**

The Bagley City Council met in regular session on May 8, 2019 at 5:30 p.m. in the City Council Chambers.

Present: Mayor Sidney F. Michel, Councilmembers Dennis Merschman, Chad Bonik, John Sutherland and Jon Brovold, City Clerk Faye Jacobs and Deputy Clerk Priscilla Johnson.

Also Present: Renee Benson, Chris Arnold, Bill Masterson, Zach Thoma, Annie Brought, Sandy Girtz, Kyle Bowman, Jaxsyn Lewis, Carly Lewis, Izack Girtz and Brett Carter.

Annie Brought was present representing the Farmers Market, she brought a Certificate of Insurance and asked permission to use the City owned area on Main Ave. that they used in the past. Motion was made by Bonik to approve the request. Seconded by Sutherland, motion carried.

April City receipts of \$23,231.86 were reviewed.

April City budgets reports were reviewed. City Expenses for the month were \$90,485.75.

Motion was made by Sutherland to approve all checks written in April. Seconded by Bonik, motion carried.

Motion was made by Brovold to approve the payment of outstanding invoices for the City and Liquor Store. Seconded by Sutherland, motion carried.

Department reports were heard and discussions were held on several issues.

The new Park Attendants will start May 15<sup>th</sup>.

The Fire Department is in need of a new AED unit. Motion was made by Sutherland to approve the purchase. Seconded by Merschman, motion carried.

City wide clean-up was success this year; picked up were 105 tires, 26 TVs, 20 appliances and 10 loads of by-pass material. Brush and leaf pick will continue for a short time.

Motion was made by Brovold to hire part time summer help for the Street Department. Seconded by Sutherland, motion carried.

Motion was made by Sutherland to approve a gratuity for the donated cakes for the Coyer retirement party. Seconded by Bonik, motion carried.

Motion was made by Brovold to approve the Township Fire Contracts. Seconded by Merschman, motion carried.

The lots in the Kastner addition were discussed, as more research is necessary, this will be tabled until the May work session.

A group a youth from the Jack Pine Pals 4-H Club asked permission to put a lending library display in the City Park or another location in the city. It will be brought before the Park Board for a final decision.

Zach Thoma gave an update on the Airport and Highway project progress.

Arnold requested permission to purchase a new ice machine, 5 to 6 shopping carts and a new receipt printer for one of the cash registers; funds will come from Liquor Store operating capital.

Being there was no further business to come before the Board; motion to adjourn was made by Brovold. Seconded by Merschman, motion carried.

**APRIL 10, 2019**

The Public Hearing was call to order by Mayor Sidney F. Michel at 5:10 p.m. on April 10<sup>th</sup>, 2019 in the City Council Chambers.

The purpose of the Hearing was for a Vacation of a Utility Easement in the Industrial Park. General Manager Bill Masterson explained the request.

As there was no opposition, Councilmember Brovold made a motion to close the Public Hearing at 5:13 p.m. Seconded by Councilmember Bonik, motion carried.

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The City Council met in regular session on April 10<sup>th</sup>, 2019 at 5:30 p.m. in the City Council Chambers.

Present: Mayor Sidney F. Michel, Councilmembers Jon Brovold, Chad Bonik, John Sutherland, Dennis Merschman (via Skype), City Clerk Faye Jacobs and Deputy Clerk Priscilla Johnson.

Also present: Bill Masterson, Chris Arnold, Zach Thoma, Doug and Colleen Lindgren and Brett Carter.

Motion was made by Bonik to approve the minutes of March 27<sup>th</sup>, 2019. Seconded by Brovold, motion carried.

Motion was made by Brovold to approve Resolution #10-19 for the vacation of a Utility Easement in the Industrial Park. Seconded by Bonik, motion carried.

March City receipts totaling \$34,540.67 were reviewed.

March City Budgets were reviewed. Expenses totaled \$89,404.59.

Motion was made by Brovold to approve the checks written in March for the City and Liquor Store. Seconded by Sutherland, motion carried.

Motion was made by Brovold to approve payment of outstanding invoices for the City and Liquor Store. Seconded by Sutherland, motion carried.

Motion was made by Sutherland to approve the hiring of Joan Gray for cleaning at the City Park for the 2019 season. Seconded by Bonik, motion carried.

Colleen Lindgren presented the Council with a break-down of costs for the 2019 planters and hanging baskets. Revenue- Reserved funds, 2019 Budget funds and 2019 donations, totaling \$8875.00 and total expenses for planters, pots and misc. of \$7,423.00.

Motion was made by Bonik to approve the expenditure of \$7,423.00 for the 2019 Flower Project. Seconded by Brovold, motion carried.

Motion was made by Brovold to approve a new Land Use Permit to be used for Zoning. Seconded by Sutherland, motion carried.

Motion was made by Bonik to approve fees for Right-of-Way permits. Seconded by Brovold, motion carried

Motion was made by Bonik to approve Ordinance 181 to administer and regulate public Right-of-Ways. Seconded by Brovold, motion carried.

Motion was made by Sutherland approving a new lease with Support Within Reach for their office space rental. Seconded by Brovold, motion carried.

Motion was made by Brovold to approve a Variance for General Dollar signage. Seconded by Sutherland, motion carried.

Spring cleanup days were set for May 6<sup>th</sup> on the North side and May 8<sup>th</sup> on the South side of Highway 2.

Being there was no further business to come before the Council; motion to adjourn was made by Brovold. Seconded the Sutherland, motion carried.

### **MARCH 27, 2019**

The Bagley City Council met on March 27, 2019 at 5:30 p.m. in the City Council Chambers.

Present: Vice-Mayor Jon Brovold, Councilmembers Chad Bonik, Dennis Merschman (via Skype) City Clerk Treasurer Faye Jacobs and Deputy Clerk Priscilla Johnson. Mayor Sidney F. Michel and Councilmember John Sutherland were absent.

Also Present: Renee Benson, Zach Thoma, Doug & Colleen Lindgren, Angie Gerbracht and Kari Gerbracht.

Motion was made by Bonik to approve minutes from the March 13, 2019 meeting. Seconded by Merschman, Motion carried.

Colleen Lindgren shared her work researching Christmas lighting that is on sale at this time and gave the Council an update on flower donations which are at 2685.00 to date. Bonik made a motion for the purchase of 20 -5' Christmas decorations using money from Designated Funds with any extra needed to come from Beautification funds. Merschman seconded, motion carried.

Angie Gerbracht spoke with the Council on the upcoming events for the All School Reunion. They are planning a band for the 4<sup>th</sup> from 7:00 to 10:00 at the City Park before the Fireworks. Motion was made by Bonik to approve the Parade route. Seconded by Merschman, motion carried.

Bonik made a motion for the Reunion Committee to use the Municipal Airport for Hobby Planes with the correct notification to Aeronautics. Seconded by Merschman, motion carried.

A copy of the existing emergency evacuation plan was also provided to the Reunion Committee.

Zach Thoma from Karvakko brought updated plans for the proposed multi-use trail.

Motion was made by Bonik to amend the lease with the Dept. of Public Safety for the Motor Cycle Skills Test Course renewing it to March 31, 2024. Seconded by Merschman, motion carried.

Written notification was received from Moose Creek and Bear Creek Townships stating they will not be renewing their Fire Contracts with the City. After a discussion the council accepted the cancelation of the two townships and to absorb the lost revenue in the city budget for 2019 and readdress the issue in the 2020 budget.

Bonik made a motion to set a meeting for April 11<sup>th</sup> at 6:00 p.m. in the Council Chambers between townships with fire contracts and the City Council. Seconded by Merschman, motion carried.

Motion was made by Bonik to grant Vice-Mayor Brovold the power to sign checks and to remove John Sutherland. Seconded by Merschman, motion carried.

Motion was made by Bonik to approve Resolution 6-19 donations for flowers. Seconded by Merschman, motion carried.

Motion was made by Bonik to accept the new agreement with the County Attorney for 2019. Seconded by Merschman, motion carried.

Motion was made by Bonik to adopt Post-issuance Debt Compliance Policy Resolution 7-19. Seconded by Merschman, motion carried.

Motion was made by Bonik to increase petty cash on hand at City Hall from \$20.00 to \$50.00. Seconded by Merschman, motion carried.

Chief Benson gave an update on the remodel of the Police Dept. The bid prices were reviewed. More bids will be solicited for the remodel and electrical work.

Chief Benson gave a report on the Police Department stats and hiring update.

Bonik made a motion to accept Resolution # 8-19 appointing JoAnn Steindl as a commissioner to the Housing and Redevelopment Board. Seconded by Merschman, motion carried.

Motion was made by Bonik to Accept Resolution #9-19 for the Housing and Redevelopment Authority concerning conflict of interest. Seconded by Brovold, motion carried.

Bonik made a motion for the Clerk to take care of a retirement send off for Gary Coyer. Seconded by Merschman, motion carried.

Motion was made by Bonik to pay Kiecker Coatings a deposit for flooring at the City Park restroom. Seconded by Merschman, motion carried.

Being there was no further business to come before the Board; motion to adjourn was made by Bonik. Seconded by Merschman, motion carried.

### **MARCH 13, 2019**

The Bagley City Council met in regular session on March 13, 2019 p.m. in the City Council Chambers.

Present: Mayor Sidney F. Michel, Councilmembers John Sutherland, Chad Bonik, Jon Brovold, Dennis Merschman (via Skype), City Clerk Treasurer Faye Jacobs and Deputy Clerk Priscilla Johnson.

Also Present: Bill Masterson, Al Rasmussen, Chris Arnold, Ross Hendrickson, Mark Titera and Brett Carter.

Motion was made by Sutherland to approve the minutes of the February 27<sup>th</sup>, 2019. Seconded by Bonik, motion carried.

Ross Hendrickson, MN DOT, gave an update on the Hwy. 92 and answered questions from the Council.

Al Rasmussen was present representing the Clearwater County Agriculture Society with a request for a gambling permit for their annual Fair Calendar Raffle. Motion was made by Bonik to approve. Seconded by Brovold, motion carried.

City February receipts in the amount of \$21,278.02 were reviewed.

City February budget reports were reviewed. Total expenses for February were \$84,781.24.

Liquor Store report for February was reviewed.

Motion was made by Bonik to approve the February paid invoices for the City and Liquor Store. Seconded by Sutherland, motion carried.

Motion was made by Sutherland to pay outstanding bills for the City and Liquor Store. Seconded by Brovold, motion carried.

Department reports were heard.

Motion was made by Brovold to send Reuben Netland to the MMBA conference with Arnold the last weekend of April. Seconded by Sutherland, motion carried.

The date to hold a Public Hearing to vacate utility easements in the Industrial Park was set for April 10<sup>th</sup> at 5:00.

Mayor Michel gave an update on Enbridge and Aeronautics.

Signage on Bagley Ave. was discussed, the Council requested more information.

County Commissioner Titera spoke briefly with the Council on a couple of topics of concern.

Being there was no further business to come before the Council; motion to adjourn was made by Brovold. Seconded by Sutherland, motion carried.

### **FEBRUARY 27, 2019**

The Bagley City Council met on February 27, 2019 at 5:30 p.m. in the City Council Chambers,

Present: Mayor Sidney F. Michel, John Sutherland, Chad Bonik, Dennis Merschman (via Skype) City Clerk Treasurer Faye Jacobs and Deputy Clerk Priscilla Johnson

Absent: Jon Brovold

Motion was made by Bonik to approve the minutes of the February 13, 2019 meeting. Seconded by Sutherland, motion carried.

Mayor Michel gave a brief update on the Hwy. 2 project.

Mayor Michel also spoke briefly on the Enbridge/Aeronautics and adoption of rules to route line under Hwy. 2.

Team Industries is planning to build on the lots they recently purchased in the Industrial Park. They have requested the City give up a couple of easements to allow for the expansion. Masterson has contacted the League of MN Cities to be sure the City is using the correct procedure for vacating on easement.

The 2018 Liquor Store final budget report was reviewed. Motion was made to present final numbers to the Auditors. Seconded by Bonik, motion carried.

The 2018 final City budget reports were reviewed the final budgets will be presented to the Auditors for review.

Clerk gave the Council an update on the 2020 Census workshop she attended.

Being there was no further business to come before the Council; motion to adjourn was made by Sutherland. Seconded by Merschman, motion carried.

### **FEBRUARY 13, 2019**

The Bagley City Council met on Wednesday February 13, 2019 at 5:30 p.m. in the City Council Chambers.

Present: Vice Mayor Jon Brovold, Councilmember John Sutherland, Councilmember Chad Bonik, Councilmember Dennis Merschman (Via Skype), City Clerk Faye Jacobs and Deputy Clerk Priscilla Johnson. Mayor Sid F. Michel was absent.

Also Present: Dawn Goodwin, Nancy Beaulieu, Zach Thoma, Bill Masterson and Brett Carter.

Motion was made by Sutherland to approve the Council minutes of January 23, 2019. Seconded by Bonik, motion carried.

Zach Thoma spoke briefly on the Highway 2 Project. He is working on exhibits and will have them ready for future meetings.

Dawn Goodwin presented the council with a formal invitation to attend an Educational Summit being hosted by the 1885 Treaty Authority. It will cover topics including Treaties, Anishinabe history and information on line 3 along with many other topics. The Summit will include several groups to engage in opening dialog for working together as a community. Tentative dates are the 4<sup>th</sup> or 8<sup>th</sup> of April.

Motion was made by Sutherland to approve Resolution 5-19 for the Firemen's Relief Gambling Permit. Seconded by Bonik, motion carried.

The All School Reunion group presented the Council with a couple of options for events they would like to see happen at the City Park on the 4<sup>th</sup> of July. Brovold will visit with some of the members of the committee and ask them to be present at a future Council meeting.

Motion was made by Sutherland approving Jacobs to attend a workshop in Thief River Falls for the 2020 Census. Seconded by Bonik, motion carried.

Receipts for the month of January were reviewed. Total receipts for January were \$17,450.29.

January City budgets were reviewed. Total Expenses totaled \$65,892.27.

The January Liquor Budget and 2018 final Budgets will be reviewed at the work session on Feb. 27<sup>th</sup>.

Motion was made by Bonik to approve the January paid invoices for the City and Liquor Store. Seconded by Sutherland, motion carried.

Motion was made by Sutherland to approve payment of outstanding bills for the City and Liquor Store. Seconded by Bonik, motion carried.

Department Reports were heard and discussed.

Motion was made by Bonik to approve the purchase of a snow blower and blade attachment for the skid steer with the Designated Snow Emergency Fund. Seconded by Sutherland, motion carried.

Being there was no further business to come before the Board; motion was made by Sutherland to adjourn. Seconded by Bonik, motion carried.

### **JANUARY 23, 2019**

The Bagley City Council met on January 23, 2019 at 5:30 p.m. in the City Council Chambers.

Present: Mayor Sidney F. Michel, Councilmembers John Sutherland, Chad Bonik, Jon Brovold, Dennis Merschman (via Skype) City Clerk Treasurer Faye Jacobs and Deputy Clerk Priscilla Johnson.

Also present: General Manager Bill Masterson, Police Chief Renee Benson, Liquor Store Manager Chris Arnold and Doug and Colleen Lindgren.

Motion to approve the minutes from the January 9<sup>th</sup> meeting was made by Sutherland. Seconded by Brovold, motion carried.

Colleen and Doug Lindgren were in attendance to volunteer their time to take care of the hanging flower baskets and planters that the City puts out every year. With the Council's support and thanks they were given the go ahead to take on that project.

Motion was made by Bonik to raise Police Officer Schipper pay from step 3 to step 4 as he has finished his 6 month probation period. Seconded by Sutherland, motion carried.

Motion was made by Brovold to approve Resolution 4-19 the sale of land to the Bagley School Dist. 162. Seconded by Bonik, Sutherland abstained, motion carried.

Chief Benson gave an update on the remodel of the Police Dept.

Motion was made by Sutherland giving Riverwood Bank permission to put a collection box for their food drive at City Hall. Seconded by Brovold, motion carried.

The City of Fosston has contacted the Pound Master about using his services. The Clerk will check into insurance coverage with the League of MN Cities and inform the Council at the next meeting.



Motion was made by Brovold to approve a raffle fund raiser for the Fire Department. Seconded by Sutherland, motion carried.

Motion was made by Brovold to approve payment of \$153.90 to the County Treasurer for 2019 taxes on the Berry Street property. Seconded by Sutherland, motion carried.

Arnold gave Council an updated on the Liquor Store.

Being there was no further business to come before the Council; motion to adjourn was made by Brovold. Seconded by Sutherland, motion carried.

### **January 9, 2019**

The Bagley City Council met on January 9, 2019 in the City Council Chambers.

City Clerk Faye Jacobs administered the Oath of Office to Mayor Sidney F. Michel and Councilmembers Chad Bonik and John Sutherland.

Mayor Michel called the meeting to order.

Present: Mayor Sidney F. Michel, Councilmembers Chad Bonik, Jon Brovold, John Sutherland, Dennis Merschman (via Skype), City Clerk Faye Jacobs and Deputy Clerk Priscilla Johnson.

Also present: Brett Carter, Chris Arnold, Troy and Stella Jesness, Bill Masterson, Ryan Schipper, Eric Weller, Mike Karvakko, Jeremy Hadrava and John Gerbracht.

Motion was made by Brovold to approve the minutes of the December 12, 2018 meeting. Seconded by Sutherland, motion carried.

Jeremy Hadrava spoke on the Hwy. 2 project and the bike trail. He is looking for alternative funding for lights that need to be moved for the trail. The frontage road and turn lane by Bagley Motor Sports was also discussed. He will have more information at the next Council meeting. Motion was made by Brovold for Mayor to sign permits for restoration of the Memorial area and the Liquor Store. Seconded by Sutherland, motion carried.

Mike Karvakko spoke on Resolution 3-19 for converting the access road and obstruction removal at the airport. Reiersen Construction was the low bidder on both projects. The total cost for the project is \$198,485.70 with the State paying 95% of the cost at \$188,561.41 and leaving the City portion of \$9,924.29. Motion was made by Sutherland to approve Resolution 3-19. Seconded by Bonik, aye vote by Brovold and nay vote by Merschman, motion carried.

Easement for Enbridge was discussed, Karvakko will continue working on this.

Mayor Michel appointed Councilmember Brovold as Vice-Mayor for 2019. Motion made by Bonik for the appointment. Seconded by Sutherland, Brovold abstained, motion carried.

Sutherland made a motion to approve a place holder for Small Cell Right-of-Way to be added to the Cities existing Right-of-Way Policy. Seconded by Bonik, motion carried.

Two Gas bids were received. The Bagley Cooperative Association (Cenex) was the low bidder. Motion was made by Brovold to award the bid to the Bagley Cooperative Association. Second by Sutherland, motion carried.

Motion was made by Brovold to approve the Consent Agenda. Seconded by Sutherland, motion carried. Includes: 2019 Library Board appointments, 2019 City Attorney appointment, 2019 County Attorney appointment, Resolution 1-19 Official Newspaper and 2-19 Official Depositories.

Motion was made by Bonik to reappoint Merschman as the City Council Representative to the Public Utilities Commission. Seconded by Brovold, Merschman abstained, motion carried.

December City receipts in the amount of \$664,692.59 were reviewed.

December City budget reports were reviewed. Total for the month were \$237,970.48.

December Liquor Store Profit & Loss and budget were reviewed.

Motion was made by Sutherland to approve checks written for the City and Liquor Store in December. Seconded by Bonik, motion carried.

Motion was made by Bonik to pay outstanding bills for the City and Liquor Store. Seconded by Sutherland, motion carried.

Brovold made a motion to pay Tri-Valley Transportation Program (THE BUS) \$1,000.00. Seconded by Sutherland, motion carried.

Department heads gave the Council updates on their departments.

Merschman made a motion to approve the Conditional Use Permit for Dollar General. Seconded by Bonik, motion carried.

Brovold made a motion to approve purchase of various pieces of equipment by Masterson for the Bobcat. Seconded by Sutherland, motion carried.

A Zoning and Planning Commission meeting was set by Bonik for January 18<sup>th</sup>, 2019 at 8:00 a.m.

Being there was no further business to come before the Board; motion to adjourn was made by Brovold. Seconded by Sutherland, motion carried.