

CITY COUNCIL PROCEEDINGS

JANUARY 8TH, 2020

The Bagley City Council met in regular session on January 8th, 2020 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, City Clerk Faye Jacobs and Deputy Clerk Priscilla Johnson.

Also Present: Bill Masterson, Chris Arnold, Ryan Schipper, Matt Upgren, Zach Thoma and Brett Carter.

Motion was made by Merschman to approve the minutes for the Council meeting of December 11th 2019 as written. Seconded by Sutherland, motion carried.

Matt Upgren representing MN DOT spoke with the Council on the upcoming work to be done on Highway 2 this summer. MN DOT will cover the cost of 10 new light poles and the City will be responsible for the removal cost of the existing poles and additions to the new poles such as hangers for banners, flowers and outlets. Most mobilization cost will be covered by MN DOT with a small percentage the responsibility of the City.

The estimated cost to the City at this point is \$35,000.00 with the project to begin on June 8th taking approximately 55 days to complete. Bids information will go out on April 24th.

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

Carol Peterson as a representative of AARP asked permission to use the Community Room to prepare tax returns for seniors, disabled and very low income individuals. In the past they have used the Bagley Senior Center but that location is not available to them this year. Motion of approval was made by Merschman. Seconded by Brovold, motion carried.

Motion was made by Sutherland to approve, upon receipt, the contract with the County Attorney for prosecution services. Seconded by Merschman, motion carried.

City receipts for December were reviewed totaling \$991,337.48.

City budget reports for December were reviewed with expenditures totaling \$359,272.56.

Motion was made by Sutherland to approve checks written in December 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 reviewed.

Consent Agenda:

- 1) Resolution 1-20 to designate Official Newspaper
- 2) Resolution 2-20 to designate Official Depositories
- 3) Appointment of the Library Board for 2020; Sarah Schwegel, Terri Knutson, Cassie Dahl, Kathy Steinmetz and Tara Hoyt.
- 4) 2020 City Attorney Appointment; Chris Hood of Flaherty & Hood P.A. and Cayle Halberg.
- 5) Approval of a 3 year term for Tom Lillegaard to the Bagley Public Utility Commission.

Motion was made by Brovold to approve the Consent Agenda. Seconded by Merschman, motion carried.

Motion was made by Sutherland to approve appointment of Brovold as Vice-Mayor. Seconded by Bonik, motion carried.

One gas bid was received from the Bagley Cooperative Association for a 5 cent discount on the pump price. Motion was made by Merschman to accept the bid. Seconded by Sutherland, motion carried.

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

JANUARY 22ND, 2020

The Bagley City Council met on January 22nd, 2020 at 5:30 p.m. in the Bagley City Council Chambers.

Present: Mayor Sidney 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: John Gerbracht and Chris Arnold.

A meeting with Townships who have Fire Contracts with the City was set for February 19th at 5:30 p.m. Jacobs will send notice to the township officers.

Liquor Store Profit and Loss and Budgets were reviewed for November and December. The Final December Budget report was presented to the Council.

Arnold presented the Council with bar graphs which represented continual growth in sales and profits for the Municipal Liquor Store for the last 5 years and future growth is promising.

Motion was made by Merschman to raise the Liquor Store employee's wages up a step starting January 1, 2020 to match the city employee raises. Seconded by Bonik, motion carried.

Fire Chief Gerbracht asked the Council permission to hire a grant writer to assist with a FEMA grant. New funding is coming up with equipment as a top priority. The Fire Department is in need of new turn-out gear and air packs. The grant will require the department to pay a 5 percent match.

Motion was made by Merschman to hire the grant writer at \$1,500.00. Seconded by Brovold, motion carried.

City Budgets for 2019 were reviewed and discussed. Recommendations for moving funds to Committed and Restricted funds will be presented at the February meeting.

Bonik asked that a notice to be put on the cable television and in the Farmers Independent for residence to remove snow from fire hydrants that are close to their property.

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

FEBRUARY 12, 2020

The Bagley City Council met in regular session on February 12, 2020 at 5:30 p.m. in the City Council Chambers.

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

Also Present: Bill Masterson, Renee Benson, Jeremy Hadrava, Chris Arnold, Pam Edevold, Janet Brademan and Brett Carter.

Motion was made by Brovold to approve the minutes from January 8th and 22nd as written. Seconded by Sutherland, motion carried.

Jeremy Hadrava representing MNDOT gave an update on progress with the Highway 2 project. The bid letting is planned for April. The 55 day project is to start June 8th. Hadrava didn't have hard numbers for the cost of the project yet, he will provide the numbers at the City Council meeting in March. He also explained a Limited Use Permit that covers the "Bike Trail". MNDOT requires the permit be on file. The Councilmembers will examine the document before it is signed. Hadrava also stated a "Public Information Meeting" is being planned.

Janet Brademan and Pam Edevold with the Bagley Area Arts Collaborative were in attendance to ask permission to use the area where the city storage shed is located on Main Ave. An artist from St. Paul has been scheduled for June 15th, 16th and 17th. He will be holding a class to paint pictures of the old water tower. The City Council granted permission to use the space for the class. Brademan spoke with the Council on some of the upcoming workshops the Collaborative has scheduled at Community Room and the possibility of using an area in the City Park this summer.

City January receipts in the amount of \$46,688.55 were reviewed.

City January budget reports were reviewed. Total expenses for January were \$294,778.03.

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

Masterson asked that the invoices for Pitch Black Seal Coating and Ziegler be paid with the Snow Emergency Committed Funds. Motion was made by Sutherland to pay outstanding invoices for the City and Liquor Store, seconded by Brovold, motion carried.

Department reports were heard.

Motion was made by Bonik to approve the Liquor Store exchanging advertising time for gift cards with proper invoicing paperwork. Seconded by Brovold, motion carried.

Motion was made by Sutherland to approve making training for Elections Judges mandatory for the Primary Election to be held on March 3rd, 2020. Seconded by Bonik, motion carried.

A Zoning & Planning Board meeting was set for March 4th at 6:00 p.m.

Motion was made by Brovold to approve Resolution 3-20 Acceptance of Donation. Seconded by Sutherland, motion carried.

Resolution 4-20 Loan Security Agreement with the USDA was tabled until the next meeting to give Council time to review it.

Motion was made by Sutherland to purchase a tax forfeited property located at 203 Brown Street NW. Seconded by Bonik, motion carried.

Motion was made by Sutherland to send up to 5 people to the Safety and Loss Control Workshop in Bemidji on March 25th. Seconded by Bonik, motion carried.

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

FEBRUARY 26, 2020

The Bagley City Council met on February 26, 2020 at 5:30 p.m. in the Bagley City Council Chambers.

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

Also Present: Renee Benson and Chris Arnold.

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

January Liquor Reports were reviewed. Arnold presented the Council with comparison graphs. Arnold will be attending Legislature Day's the 3rd of March. Southern has a trade show on the 5th of March he will also be attending.

The Resolution for the new Fire Truck will be tabled to give the Council time to review the terms and paperwork. Mayor Michel gave an update on progress to date.

Motion was made Bonik to approve webinar training for Chief Benson. Seconded by Brovold, motion carried.

Jacobs presented the Council with recommendations for the transfer of overages from the 2019 department budgets to various Committed and Restricted Funds. Bonik made a motion to approve the recommendations. Seconded by Brovold, motion carried.

Mayor Michel shared his thoughts on a Tax Abatement for the Industrial Park Lift Station. The Council asked to see an estimate of the returns, comparing abatement verses regular collection of taxes. Mayor Michel will have Todd Hagen with Elhers and Assoc. put those numbers together.

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

MARCH 11, 2020

The Bagley City Council met in regular session on March 11, 2020 at 5:30 p.m. in the City Council Chambers.

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

Also present: Bill Masterson, Mike Karvakko, Zach Thoma and Brett Carter.

Brovold made a motion to approve minutes for the February 19th and 26th meetings with amendments. Seconded by Bonik, motion carried.

Mike Karvakko and Zach Thoma updated the Council on the progress of the Hwy. 2 project, the lift station at the Industrial Park and on-going work at the Municipal Airport, which include the new hanger prep, work will begin as soon as road constrictions are lifted. State funding will pay 95% of the cost for the hanger project.

City receipts for February totaling \$68,266.66 were reviewed.

City Budget Reports for February were reviewed with expenditures totaling \$76,628.44.

Motion was made by Brovold to approve checks written in February 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 including the use of \$2,628.19 from the City Hall Computer Committed Fund and Liquor Store invoices. Seconded by Bonik, motion carried.

Department reports were heard.

Motion was made by Bonik to approve payment to Catherine Minerich, the grant writer for the FEMA grant for Fire Department equipment. Seconded by Brovold, motion carried.

Brovold made a motion to extend Land Use Permit approval from 30 days to 60 days. Seconded by Bonik, motion carried.

Motion was made by Brovold to approve Resolution 4-20; Loan Security Agreement. Seconded by Sutherland, motion carried.

Motion was made by Sutherland to approve Resolution 5-20; Appointment of a Commissioner to the Bagley Housing and Redevelopment Authority. Seconded by Bonik, motion carried.

Motion was made by Bonik to approve Resolution 6-20; Acceptance of a Donation. Seconded by Sutherland, motion carried.

Jacobs supplied the Council with a summary of the Water Conservation Report she received from Dennis Danielson, a request for the City of Bagley to become a Bird City and information on COVID-19 from the League of MN Cities and Flaherty and Hood.

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

MARCH 25, 2020

The Bagley City Council met on March 25, 2020 at 1:00 p.m. in the City Council Chambers.

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

Also present: Tom Lillegaard, Renee Benson, Bill Masterson, John Gerbracht, Vicky Fletcher, Chris Arnold and Stewart Lein.

Sutherland made a motion to approve minutes from the March 11th meeting with note of amendments made to the February 19th and 26th minutes. Seconded by Bonik, motion carried.

Fire Chief John Gerbracht and Chief of Police Renee Benson spoke with the Council on the protocol that will be followed with the COVID-19 guide lines.

In the midst of the COVID-19 pandemic, it was the consensus of the Council to allow the front door of City Hall to be locked to the public. Employees will continue to work in the office. Public Utilities will accept payment by phone, drop box or mail. Phone numbers will be posted to make arrangements for other services.

Motion was made by Sutherland to approve Resolution 7-20 declaring a community health emergency regarding COVID-19. Seconded by Bonik, motion carried.

Motion was made by Bonik to approve a Gambling Permit for the Clearwater County Fair Board. Seconded by Sutherland, motion carried.

Council was given information to review from the Northern Municipal Power Agency for an Amendment to their Bylaws.

The February Liquor Store Profit and Loss and Budget reports were reviewed. Arnold presented his monthly comparison graphs.

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

APRIL 8, 2020

The Bagley City Council met via conference call for their regular session on April 8, 2020.

Present at City Hall were Mayor Sidney F. Michel and City Clerk Faye Jacobs.

Present via conference call were Councilmembers John Sutherland, Dennis Merschman, Chad Bonik, Jon Brovold and Deputy City Clerk Priscilla Johnson.

Also present via conference call were Jeremy Hadrava, Brett Carter, Bill Masterson, Chris Arnold, John Gerbracht, Renee Benson and Jarda Solc.

The meeting was called to order at 5:30 p.m. by Mayor Michel.

Sutherland made a motion to approve minutes from March 25, 2020. Seconded by Brovold, each Councilmember when called on by Mayor Michel voted aye, there were no Councilmembers voting nay.

The Council reviewed a letter from Colleen Lindgren regarding plans the Art in the Park Committee has for this summer, if the event will even be possible with COVID-19 restrictions. Lindgren asked the Council to consider approval of use of the City Park for Art in the Park for 2021. Sutherland made a motion to approve the plans, provided restrictions have been removed. Seconded by Brovold, each Councilmember voted aye when called on by Mayor Michel, there were no nay votes.

Jeremy Hadrava with the MNDOT presented a cooperative agreement for the Highway 2 project that is scheduled for the summer of 2020. The total estimated cost of the project is \$2,546,000.00 with the city share being approximately \$27,867.00. Hadrava reviewed the plans and answered questions from the Council. The 55 day project is scheduled to begin June 8th with bid letting April 24th.

City Receipts for March totaled \$37,448.21. City Budget reports for all departments totaled \$81,376.70.

Department reports were heard.

The Liquor Store will be starting a trial web page where people can place an order on-line and will also be providing curbside pickup. The site name will be Bagleyliquor.com

Motion was made by Sutherland for Michel, Brovold and Benson to author a temporary ordinance for a city curfew between the hours of 10:00 p.m. and 5:30 a.m. Seconded by

Bonik, each Councilmember when called on by Mayor Michel voted aye, there were no members voting nay.

Spring City wide Clean-up will be canceled or postponed until a later date because of COVID-19.

Masterson stated he felt it is unnecessary to hire an engineering firm for the Hwy. 2 Project, he and his staff will be able to do the inspecting and paperwork. A motion was made by Sutherland to approve Masterson to oversee the engineering for the upcoming Hwy. 2 Project. Seconded by Brovold, each Councilmember voted aye when called on by Mayor Michel, there were no Councilmembers voting nay.

Next on the agenda was the Consent Agenda.

1. Approval for checks written in March for the City and Liquor Store
2. Approval to pay outstanding invoices for the City and Liquor Store
3. Approval to use Committed funds for Computers at City Hall (Minkota-\$2,628.19)
4. Resolution 8-20 Appointing NMPA Director-Bill Masterson
5. Resolution 9-20 Appointing NMPA Advisor-Dennis Merschman
6. Resolution 10-20 MNDOT Agreement

Motion was made by Sutherland to approve the Consent Agenda with the exception of Resolution 10-20 MNDOT Agreement which will be tabled until the work session on April 22, 2020. Seconded by Brovold, each Councilmember when called on by Mayor Michel voted aye, there were no Councilmembers voting nay.

Being there was no further business to come before the Board; motion to adjourn was made by Merschman. Seconded by Sutherland, roll call vote was aye by all Councilmembers, motion carried.

APRIL 22, 2020

The Bagley City Council met via conference call for their Work Session on April 22, 2020.

Present at City Hall were Mayor Sidney F. Michel and City Clerk Faye Jacobs.

Present via conference call were Councilmembers John Sutherland, Dennis Merschman, Chad Bonik, Jon Brovold and Deputy Clerk Priscilla Johnson.

Also present via conference call Chris Arnold, John Gerbracht, Bill Masterson and Renee Benson.

The meeting was called to order at 5:30 by Mayor Michel.

Chris Arnold gave an update on sales and reviewed information on the graphs he provided to the Council. Minor repairs to the exterior of the store were also discussed.

The Cooperative agreement with MNDOT for the Highway 2 project was next on the agenda, after a discussion Sutherland made a motion to approve the agreement and Resolution 10-20. Seconded by Bonik, each Councilmember voted aye when called on by Mayor Michel, there were no nay votes.

Merschman made a motion to approve Resolution 11-20 a Gambling Permit for the American Legion to conduct Bingo at the Clearwater County Fair in August. Seconded by Sutherland, each Councilmember voted aye when called on by Mayor Michel, there were no nay votes.

Fire Chief Gerbracht discussed By-Law changes that were put together by the Relief Association and approved by department vote. Sutherland made a motion giving the go ahead to contact the League of Minnesota Cities and the City Attorney to review the By-Laws before the required Public Hearing is scheduled. Seconded by Brovold, when called on to vote by Mayor Michel all Councilmembers voted aye, there were no nay votes.

Liz Nass penned a letter to the Council regarding placement of banners on city light poles for the Class of 2020 seniors. The banners would be portraits of the graduates. Masterson estimated the cost to the city from \$1,200 to \$1,500 which includes banding for hanging the banners and employee labor. Sutherland will contact Nass and other parties with the cost. A meeting may be set to discuss this further.

Being there was no further business to come before the Board; motion to adjourn was made by Sutherland. Seconded by Bonik, when called on by Mayor Michel each Councilmember responded aye, there were no nay votes.

MAY 13, 2020

The Bagley City Council met via conference call for their regular session on May 13, 2020.

Present at City Hall were Mayor Sidney F. Michel and City Clerk Faye Jacobs.

Present via conference call were Councilmembers Chad Bonik, Dennis Merschman, John Sutherland and Jon Brovold and Deputy Clerk Priscilla Johnson.

Also present via conference call were Zach Thoma, Bill Masterson, John Gerbracht, Chris Arnold, Renee Benson and Brett Carter.

The meeting was call to order at 5:30 by Mayor Michel.

Sutherland made a motion to approve minutes from the April 8th and April 22nd meetings. Seconded by Merschman, each Councilmember when called on by Mayor Michel voted aye, there were no Councilmembers voting nay.

Zach Thoma gave an update on the Hwy. 2 project, the progress at the Airport and the Industrial Park Lift Station project.

Motion was made by Sutherland to approve the renewal of the lease for Support within Reach. Seconded by Brovold, when call on by Mayor Michel each Councilmember voted aye, there were no nay votes.

Motion was made by Sutherland to approve the Senior Class Parade. Seconded by Bonik, all Councilmembers votes aye when called on by Mayor Michel, there were no nay votes.

City receipts for April totaled \$33,139.96. City budget reports were reviewed and totaled \$116,376.84 for all departments.

Motion was made by Merschman to approve the checks written in April. Seconded by Bonik, when called on by Mayor Michel all Councilmembers voted aye, there were no nay votes.

Motion was made by Bonik to approve payment of outstanding invoices for April. Seconded by Brovold, all Councilmembers voted aye when called on by Mayor Michel, there were no nay votes.

Gerbracht presented an estimate from Roger's 2 Way Radio for updating service for the Fire Departments communication system. Gerbracht will also get an estimate from Garden Valley.

The Bagley Public Utility Commission has recommended and is asking for the City Councils approval to hire Karvakko Engineering for engineering services on the infrastructure project for this summer. Motion was made by Sutherland to approve the hiring of Karvakko Engineering. Seconded by Brovold, all Councilmembers voted aye when called on by Mayor Michel, there were no nay votes.

Motion was made by Sutherland to approve the hiring of Caleb Wagoner as a part-time Liquor Store Clerk. Seconded by Bonik, all Councilmembers voted aye when called on by Mayor Michel, there were no nay votes.

Linda Kaul, a represented for the Art in the Park committee, spoke with Jacobs and informed her that the Art in the Park event will be cancel for this summer due to COVID-19.

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

MAY 18, 2020

The Bagley City Council met in special session on May 18, 2020 at 4:30 p.m. in the City Council Chambers.

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

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

The meeting was called to order at 4:30 by Mayor Michel.

A discussion was held on "Hazzard Pay" because of Covid-19 for City Employees. After discussing several options a motion was made by Bonik to give all city employees one time pay of \$2.00 per hour for up to 40 hours per week for 8 weeks. Seconded by Sutherland, motion carried.

It was suggested the money for the extra pay be taken from Liquor Store funds in the form of a transfer to the City, Clerk will check into this.

A motion was made by Brovold to approve the Joint Powers of Agreement for continued access to the Minnesota BCA data. Seconded by Bonik, motion carried.

A motion was made by Bonik to refund 2 months of fees to business that carry their Liquor Licenses with the city. Seconded by Sutherland, motion carried.

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

JUNE 10, 2020

The Bagley City Council met in regular session on June 10th, 2020 at 5:30 p.m. in the City Council Chambers.

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

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

Motion was made by Merschman to approve the minutes of May 13th, 18th and 27th. Seconded by Sutherland, motion carried.

The Water and Sewer Project the City is planning was the first topic of discussion. Zach Thoma with Karvakko Engineering explained that the USDA must first approve the agreement between the City and Karvakko for Professional Services before the contract can be signed. Mayor Michel pointed out there are some issues that the City Attorney would like to see addressed as well.

Motion was made by Bonik, upon final approval by Masterson, to approve payment on the Industrial Park Utility Expansion Project to Tom's Backhoe Services. Seconded by Sutherland, motion carried.

Motion was made by Sutherland, upon final approval by Masterson, to approve payment on the Hanger Preparation Project at the Municipal Airport to Dyrdaahl Construction. Seconded by Sutherland, motion carried.

May City receipts were reviewed totaling \$22,487.43

May City Budget reports were reviewed. Expenses for May totaled \$80,590.13 for all departments.

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

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

Department reports were heard.

Discussion was held on the Hwy. 2 project. Masterson requested the Council pass a motion to request the State not charge Saturday as a working day. The Bagley Utility crew also has to be available on Saturdays which involves a lot of extra expense to the City in overtime.

Motion was made by Bonik to request that MNDOT not require work to be done on Hwy. 2 on Saturdays as it puts a heavy strain on the city budget in pay of overtime for employees that are required to work the extra day each week. Seconded by Sutherland, motion carried.

At Masterson's request, motion was made by Bonik to ask MNDOT to consider replacing the approaches to Willberg Implement as they are now. Seconded by Sutherland, motion carried.

Motion was made by Bonik to accept low bids for demolition of houses located at 427 Clearwater Avenue South and 203 Brown Avenue Northeast. Seconded by Brovold, motion carried.

A bench that is owned by an individual was damaged by a mower at the City Cemetery. There are rules that state many things are not allowed on the Cemetery grounds, benches are including on the list; as this will need more time to look into it will be discussed at the next City Council Work meeting.

Motion was made by Sutherland to approve the use of city owned property on Main Avenue by the railroad tracks to be use by the Farmers Market on each Friday afternoon starting July 10th. Seconded by Brovold, motion carried.

Motion was made by Brovold to approve Resolution #13-29 Acceptance of Donations. 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.

JUNE 24, 2020

The Bagley City Council met on June 24, 2020 at 5:30 p.m. in the Bagley City Council Chambers.

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

Also Present: Mike Karvakko, Zach Thoma, Bill Masterson, John Gerbracht, Chris Arnold and Cyrus Pansch.

Mike Karvakko presented with the Council with an agreement for professional and engineering services for the upcoming water and sewer project. The USDA has already approved the contract. Motion was made by Merschman to approve the contract. Seconded by Sutherland, motion carried.

The Liquor Store Budget and Profit and Loss reports were review. Arnold supplied the Council with comparison bar graphs.

Cyrus Pansch with Rogers 2 Way Radio gave a presentation to the Council along with an estimate for a radio system that the Fire Department will need as the existing copper wire system with Garden Valley is obsolete. The County will also have to get compatible equipment for the system to work. After discussion and questions from the Council it was decided that more research and other options need to be explored. Communication with the County is necessary; Gerbracht will speak with the Sheriff's Dept. to see what their plan moving forward will be and possible use of 911 funds.

Motion was made by Merschman to approve Resolution #14-20 approval of a variance for Chad Ramsrud. Seconded by Brovold, motion carried.

Motion was made by Brovold to approve the updated Preparedness Plan for the City of Bagley. Seconded by Sutherland, voting yea where Councilmembers Brovold, Sutherland and Bonik. Merschman voted nay, motion carried.

Motion was made by Merschman to move \$3000.00 from the Park Tree Committed Funds to the General Fund to pay for trees purchased by the Park & Recreation Board for the City Park. Seconded by Sutherland, motion carried.

An Ordinance amending Title IX: General Regulations Chapter 93-Nuisances was read in its entirety by the City Clerk. After consideration this may be passed at the next meeting of the City Council.

City Park internet issues were discussed. Public Utilities is looking into upgrading the existing system. Arnold will look into the cameras at the Park.

Employee wage step raise will be issued in July as scheduled.

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

JULY 8, 2020

The Bagley City Council met in regular session on July 8, 2020 at 5:30 p.m. in the City Council Chambers.

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

Also Present: Ryan Schipper, Chris Arnold and Brett Carter.

Merschman made a motion to approve the minutes as written for June 10th and 24th. Seconded by Sutherland, motion carried.

Motion was made by Merschman to approve a temporary on-sale Liquor License to Main Street to serve at soft-ball tournaments to be held later in the summer upon the Clerk receiving necessary insurance information. Seconded by Sutherland, motion carried.

City receipts for June totaling \$462,168.28 were reviewed.

City Budget Reports for June were reviewed with expenditures totaling \$110,973.67 for all departments.

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

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

Fire Chief John Gerbracht joined the meeting via cell phone. He received a quote for 10 used State Patrol radios to replace the existing system. The quote included 4 units for pickups, 4 units for trucks and a base unit and would also include an extra radio for the new truck when it arrives. The quote also included set up and programming for a total of approximately \$9,800.00. Brovold made a motion to approve the purchase of the radios, as long as the price is reasonably close to the estimate provided. Second by Sutherland, motion carried.

Police Officer Ryan Schipper provided the Council with an update on the Police Department and other department reports were heard.

The Council set a meeting with the City Auditor, Tracee Bruggeman from Brady-Martz, for July 22nd at 5:00 p.m. to review the 2019 City, Liquor Store and Public Utilities audit.

Motion was made by Brovold to approve payment of \$2,425.00 to Flaherty & Hood, P.A. for legal services provided in June. Seconded by Sutherland, motion passed.

A brief discussion was held on the use of CARES money the City will receive.

Merschman made a motion to approve an application for the Home Coming Parade permit applied for by the Bagley High School. Seconded by Sutherland, motion carried.

The Council will begin work on the budget for 2021 at the next work session.

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

JULY 22, 2020

The Bagley City Council and the Bagley Public Utility Commission met on July 22, 2020 at 5:00 p.m. to review the 2019 City and Public Utility Audits completed by Brady Martz & Associates, P.C.

The meeting was called to order by Mayor Sidney Michel.

Present: Mayor Sidney Michel, Councilmembers John Sutherland and Jon Brovold, Public Utility Office Manager Vicky Fletcher, City Clerk Faye Jacobs,

Deputy Clerk Priscilla Johnson, Liquor Store Manager Chris Arnold and Auditor Tracee Bruggeman. After the meeting opened Councilmember Chad Bonik and Public Utility Commissioner Stewart Lien joined. Councilmember Dennis Merschman and Utility Commissioner Tom Lillegaard were absent.

Tracee Bruggeman from Brady Martz & Associates, P.C. presented the Council and Commission with the final 2019 Audit for the City, the Municipal Liquor Store and the Bagley Public Utilities.

The regular City Council meetings started at 5:30 p.m. along with the above participants, also in attendance were: Bill Masterson, Mike Karvacko, Zach Thoma, Derek Klostermeier, Luke Klostermeier and Ryan Schipper.

The Budget and Profit & Loss for the Liquor Store was reviewed and Arnold presented the City Council with comparison bar graphs.

Derek Klostermeier owns property in the cities Industrial Storage Zone; he was in attendance to explain a building project he has planned. As the property is close to the cities wells he was instructed by the Council to work closely with the Zoning Administrator to see if it is feasible to move forward with his plans.

Zach Thoma reported the Lift Station in the Industrial Park has been completed.

Mike Karvacko explained that MNDOT Aeronautics identified funding for two requested projects at the Bagley Municipal Airport. Apron/Taxiway Project funded at 95% of the \$225,000.00 cost and Fueling System project funded at 70% of the approximate \$110,000.00 cost.

Motion was made by Bonik to approve the Apron/Taxiway project at a cost to the city of approximately \$11,250.00. Seconded by Sutherland, motion carried.

Motion was made by Brovold to approve Ordinance 182, the revised Nuisance Ordinance. Seconded by Bonik, motion carried.

Motion was made by Brovold to publish the Ordinance 182 summary. Seconded by Bonik, motion carried.

Motion was made by Sutherland to move \$51,592.83 from the Industrial Park Sewer Lift Station Committed Funds to the General Funds. Seconded by Bonik, motion carried.

Motion was made by Bonik to approve a Gambling Permit Application for the Rotary. Seconded by Brovold, motion carried.

Brovold made a motion to accept the Conservation Practice Assistance Contract with the Soil and Water Conservation Office for a match of up to \$500.00 to cover the cost of capping a well on Clearwater Ave. SW. 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 Bonik, motion carried.

AUGUST 12, 2020

The Bagley City Council met in regular session on August 12, 2020 at 5:30 p.m. in the City Council Chambers.

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

Also Present: Bill Masterson, Renee Benson, Zach Thoma and Brett Cater.

Motion was made by Merschman to approve the minutes from the July 8th and July 22nd as written. Seconded by Brovold, motion carried.

Mary Thompson with the Headwater Regional Development Commission (HRDC) joined the meeting via Skype. Thompson is an Operations Director with the HRDC. The HRDC has put together a Small Business Assistance Program to aid local businesses that have been significantly impacted by COVID-19. The program would be funded by CARES funds that the city has receive from the state for expenses that meet set forth criteria and are in excess of what city needs to cover COVID related expenses. The money would be made in the form of a grant. If the city adopts the policy, the HRDC would manage all aspects of the program for a fee of \$200.00 per file. Thompson stated the county has already adopted a policy and if the city adopts a policy as well, it could work in conjunction with the county.

City July receipts in the amount of \$415,244.59 were reviewed.

City July budget reports were reviewed. Total expenses for July were \$134,669.70.

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

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

Department reports were heard.

Motion was made by Brovold to approve payment for an outstanding invoice to Sanford Health. Seconded by Bonik, motion carried.

Motion was made by Brovold to approve Resolution 15-20 Acceptance of Donation for Flowers. Seconded by Merschman, motion carried.

Motion was made by Brovold to approve Resolution 16-20 Acceptance of a Donation for \$5,000.00 from Allen Potvin for City Park improvements. Seconded by Merschman, motion carried.

Motion was made by Merschman to approve Resolution 17-20 Acceptance of CARES funds. Seconded by Brovold, motion carried.

Motion was made by Bonik to approve Resolution 18-20 urging law makers to pass a bonding bill in special session. Seconded by Brovold, motion carried.

Merschman gave an update on Parkview Apartments.

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

AUGUST 26TH, 2020

The Bagley City Council met August 26th, 2020 at 5:30 p.m. in the Bagley City Council Chambers.

Present: Mayor Sidney F. Michel, Councilmembers John Sutherland, Chad Bonik, Jon Brovold and Dennis Merschman (5:35), City Clerk Faye Jacobs and Deputy Clerk Priscilla Johnson.

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

January Municipal Liquor Store reports were reviewed. Arnold presented the Council with comparison graphs for the month of July; it was a good month for sales. Arnold shared pictures of the new shelving he has installed in the storage area.

An updated Job Description was authored by Brovold combining the Street Department Supervisor and Public Utility Manager Positions. Motion was made by Merschman to approve the new job description. Seconded by Sutherland, motion carried.

A motion was made by Sutherland to approve the Administrative Fine Schedule. Seconded by Brovold, motion carried. The clerk was instructed to publish the schedule and send a copy to the Clearwater County Attorney; it will also be available on the City Webpage.

Bonik made a motion to adopt the Federal Families First Coronavirus Response Act (FFCRA) and add it to the cities Preparedness Plan. Seconded by Sutherland, Aye votes by Brovold, Bonik and Sutherland. Nay by Merschman, motion carried.

A rough draft of the proposed 2021 budget the city was reviewed.

Arnold presented the first draft of the Municipal Liquor Store proposed 2021 budget.

Benson will contact an auction company to put a retired squad car up for sale. Masterson also has some items that he will be putting up for bids in the near future.

The HRA has signed a one year contract with James and Cindy O'Brian at Park View Apartments.

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

SEPTEMBER 9, 2020

The Bagley City Council met in regular session on September 9, 2020 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: Zach Thoma, Bill Masterson, Chris Arnold and Brett Carter.

Motion was made by Merschman to approve the minutes as written for the August 12th and August 26th meetings. Seconded by Brovold, motion carried.

Zach Thoma with Karvako Engineering gave an update on the progress of the Airport Taxiway/Apron Rehabilitation Project. The bid opening was held on the 8th of September. There were two bidders and both came in over the engineers estimate. Neither bid was accepted. The project will be put on hold for now.

City August receipts totaling \$35,238.16 were reviewed.

City August budget reports were reviewed. Total expenses for August were \$94,766.34.

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

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

Motion was made by Merschman to move \$6560.00 from the Committed "Snow Emergency Fund" to the Street Dept. budget to cover an invoice to Thompson Gravel for snow removal last winter. Seconded by Brovold, motion carried.

Department Reports were heard.

Motion was made by Brovold to advertise for part-time help at the Liquor Store. Seconded by Sutherland, motion carried.

Motion was made by Brovold to approve the revised Preparedness Plan including the Federal Families First Coronavirus Responses Act that Council adopted at the August 26th, 2020 City Council meeting. Seconded by Sutherland, motion carried.

Motion was made Merschman to approve Resolution 19-20 Allocation of CARES Act funds. Seconded by Brovold, motion carried.

A variance was presented from the Planning and Zoning Board recommending approval.

Motion was made by Merschman to approve Resolution 20-20 allowing Head Start Classes to be held at the property owned by Mike and Joyce Meyers at 15 Clearwater Avenue Northwest and to be reviewed annually. Seconded by Sutherland, motion carried.

Motion was made by Merschman to approve the purchase of supplies for Carol Bliss Quinn's students to clean headstones at the Bagley City Cemetery. Seconded by Bonik, motion carried.

Mayor Michel will continue working with the HRDC on distribution of CARES Funds to local business.

Motion was made by Bonik to have Arnold and Jacobs order laptops and get them set up for the Council, Commission and City Employees. Seconded by Brovold, motion carried.

The 2021 budget was discussed. Motion to approve the proposed budget was made by Sutherland. Seconded by Merschman, motion carried.

Bonik brought up issues with a couple of Townships that may want drop fire protection with the City. A discussion was held, it was the consensus of the Council to speak with the City Attorney for a legal opinion.

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

SEPTEMBER 23, 2020

The Bagley City Council met September 23rd, 2020 at 5:30 p.m. in the Bagley City Council Chambers.

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

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

Clearwater County has engaged the Headwaters Regional Development Commission (HRDC) to allocate the CARES Act dollars they have designated to distribute to local businesses in the form of grants. Ryan Zemek explained the COVID-19 Business Assistance Program that was created by the HRDC for the county. The program is set up to help businesses located in Clearwater County that have been negatively impacted by COVID-19 and meet certain guidelines. The HRDC takes care of the application and screening process, then presents to the commission for final approval.

Motion was made by Merschman to have Zemek set up a proposal for the City of Bagley CARES Act fund in the amount of \$45,000, to be used to help the businesses located in Bagley. Seconded by Bonik, motion carried.

Zemek will draw up a policy for the Council to review. Oct. 16th will be the deadline for applications.

Mike Vesledahl and Marshall McKeever with Minkota skyped in to the meeting to explain the benefits of switching the Cities email provider. The Council requested hard numbers for the extra cost of service before they make a decision.

August Municipal Liquor Store reports were reviewed. Arnold presented the Council with comparison graphs for the month of August.

The Truth in Taxation meeting is set for December 9th at 6:00 p.m.

The City Council meeting for November falls on a Holiday, the Council agreed to move the meeting date to November 10th.

The Council set a meeting with townships that hold fire contracts with the Bagley Fire Department for October 13th at 6:00 p.m. at the Community Room.

Motion was made by Brovold to approve payment to the Minnesota Fire Service Certification Board for recertification of 7 firemen. Seconded by Merschman, motion carried.

Liquor Store wages and positions were discussed; there is a need for part-time help.

The bids were opened for items the city had for sale. Bonik made a motion to sell the mowers to the high bidders. Seconded by Merschman, motion carried.

The Library Foundation is reroofing the Library building and painting the exterior and interior. They will also be putting in an audio/video system.

At the Park Board meeting held on September 22nd the members agreed to spend up to \$20,000.00 on a camper the city would own for the Park Attendant. Motion was made by Merschman to move forward with the purchase of a camper up to \$20,000.00. Seconded by Bonik, 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.

October 13, 2020

A meeting was held on October 13th, 2020 at 6:00 p.m. at the Community Room with members of the City Council, the Mayor, representatives from two Townships and the Fire Chief.

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

Also Present: Susan Sunderland, James Herman, and Clarence LaCriox.

Mayor Michel opened the meeting at 6:00 p.m.

The Clerk explained the Fire Department Budget reports that are presented monthly to the City Council, the savings account balance and the 2021 Proposed Budget for the Fire Dept. which includes the payment for the new fire truck.

The new truck is scheduled to be ready by the end of November or the first part of December. Chief Gerbracht explained the Relief Association will be purchasing loose equipment for the truck that is not included in the purchase price of the truck, such as hoses. Gerbracht also reminded Council and guests that past equipment purchases like the 4-wheeler and trailer were 100% paid for by fund raisers at no cost to the city or townships.

LaCriox asked about a long term contract with the townships to ensure they don't drop their fire contract with the Bagley Dept. and go elsewhere for fire protection, leaving the remaining townships to cover the cost of the loan payments on the truck. Sunderland stated she was not sure her fellow township members would be agreeable to a long term contract.

Council agreed to check with the city attorney and possibly have a couple of options for the townships to review at the next meeting.

Gerbracht stated he and Bonik would be glad to meet with the townships at the fire hall to show them what equipment they have. Much of the repair work done is by the firemen themselves to save money on repair bills, keeping the budgets as low as they can for townships.

Being there was no further business to discuss; motion to adjourn was made by Merschman. Seconded by Brovold, motion carried.

OCTOBER 14, 2020

The Bagley City Council met in regular session on October 14th, 2020 at 5:30 p.m. in the City Council Chambers.

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

Also Present: Chris Arnold, Bill Masterson and Brett Carter.

Motion was made by Merschman to approve the minutes from September 9th and 23rd as written. Seconded by Brovold, motion carried.

September receipt for the city in the amount of \$55,374.26 were reviewed.

City September budget reports were reviewed. Total expenses for all departments totaled \$161,249.43.

Motion was made by Brovold to approved checks written in September. Seconded by Bonik, motion carried.

Motion was made by Merschman to make a double payment on the Liquor Store Bond payment that is due in November. Seconded by Bonik, motion carried.

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

Department Reports were heard.

Motion was made by Brovold to approve Resolution 21-20 Acceptance of Donation to the City Park of a fire ring by Gary and Karen Gesell. Seconded by Bonik, motion carried.

Motion was made by Brovold to approve Resolution 22-20 Allocating CARES Act Funds. Seconded by Bonik, motion carried.

Council discussed the city owned property on Brown Street, a motion to sell the property for \$10,000.00 was made by Bonik. Seconded by Brovold. After further discussion, a motion

was made to rescind the motion to sell and table the matter until the next Council meeting by Bonik. Seconded by Brovold, 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.

OCTOBER 28, 2020

The Bagley City Council met October 28th, 2020 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 and City Clerk Faye Jacobs. Deputy Clerk Priscilla Johnson was absent.

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

Ryan Zemek with the Headwaters Regional Development Commission presented the 1st draft of business and award amounts he has set up for the CARES Act funds the city has designated to a Bagley Business Assistance Grant Program. Zemek explained the guidelines he used to determine which businesses were eligible and the amount of the grant each business would be eligible to receive. After a lengthy discussion, a motion to extend the deadline to receive applications by city business from the 16th of October to the 6th of November was made by Sutherland. Seconded by Brovold, motion carried.

Zemek will present the Council with the final numbers at the November 10th City Council meeting.

A replacement for the City Pound vehicle was discussed. Masterson received quotes on half-ton and three-quarter ton 4-wheel drive pickups. The State Bid prices range from \$30,000.00 to \$34,500.00. Masterson will get firm bids for the Council to consider at the next meeting.

September Municipal Liquor Store reports were reviewed. Arnold presented the Council with a comparison graph for the month of September.

Motion was made by Bonik to transfer \$6,825.00 from the City Park Upgrades Committed funds to the City Park Capital Outlay budget to cover the extra expense of the camper purchased for use by the Park Attendant. Seconded by Brovold, motion carried.

Masterson reported Bruce Cox, with Clearwater County, has approached him with 3 properties located in city limits that are tax forfeitures' after a discussion it was the consensus of the Council to offer \$100.00 each for two of the properties.

Masterson received a request (via email) from an individual about putting a tent type hanger at the airport to store his plane. Masterson will relay the emails received to the Council to review.

The Council discussed changing the payroll process. The discussion will continue at the next meeting.

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

NOVEMBER 10, 2020

The Bagley City Council met in regular session on November 10, 2020 at 5:30 p.m. in the City Council Chambers.

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

Also, present: Bill Masterson, Chris Arnold, Ryan Zemek and Zach Thoma.

Motion was made by Merschman to approve the Minutes from October 13th, 14th and 28th as written. Seconded by Brovold, motion carried.

Ryan Zemek with HRDC presented the Council with his final proposal for allocations of grants to city businesses that were eligible for assistance through the grant program. Prior approval of \$45,000.00 from the cities CARES Act funds were set aside for the grant program.

After a lengthy discussion, the consensus of the Council was to approve all but one of the business, with the share of that businesses grant to be reallocated between the approved business. Motion was made by Brovold to proceed with allocation of funds. Seconded by Merschman, motion carried.

Upon further examination of CARES Act funds, a motion was made by Sutherland to approve an additional \$5,000 to be added to the grant program for a total of \$50,000.00 and have Zemek split the money between the already approved businesses that show the greatest need. Seconded by Brovold, motion carried.

October receipts for the city in the amount of \$71,642.05 were reviewed.

City budget reports were reviewed. Total expenses for all departments totaled \$116,758.82.

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

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

Department reports were heard.

Masterson researched half ton pickups for the Pound. Prices range from \$28,442.00 to \$30,500.00, with warranties the same on all models. Motion was made by Merschman to purchase a Dodge Tradesman for \$28,442.00. Seconded by Sutherland, motion carried.

Motion was made by Merschman to approve payment for 2021 Fireworks. Seconded by Sutherland, motion carried.

Motion was made by Brovold to approve Resolution 23-20 Acceptance of Donation. Seconded by Sutherland, motion carried.

Motion was made by Brovold to approve Resolution 24-20 Allocating CARES Act funds. Seconded by Sutherland, motion carried.

Motion was made by Brovold to approve Resolution 25-20 Calling for partial redemption of Refunding Bonds, Series 2014C. 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.

NOVEMBER 13, 2020

The Bagley City Council met on November 13, 2020 at 8:00 a.m. in the City Council Chambers.

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

Abstract of votes cast in the precincts of the City of Bagley, State of MN at the General Election held Tuesday November 3, 2020 were reviewed.

Motion to accept results of canvass and adjourn the meeting was made by Merschman. Seconded by Brovold, motion carried.

DECEMBER 9, 2020

The Bagley City Council met via Conference Call for their regular meeting December 9, 2020 at 5:30 p.m.

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: Chris Arnold, Bill Masterson, John gerbracht, Troy Jesness, Zach Thoma, Renee Benson 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 the November 10th and 13th, 2020. Seconded by Brovold, motion carried.

Zach Thoma with Karvakko Engineering requested a rejection of bids for the Airport Apron project because of funding for the CIP. Sutherland made a motion to reject the bids. Seconded by Bonik, motion carried.

Thoma informed the Council the project will move forward in April or May of 2021 when more funding will be available.

Masterson presented a design report from Karvakko Engineering with 7 40x40 pads for future hanger sites. He explained there is a redesign that would include 6 sites, 5 40x40

and 1 80x40. Masterson has been in contact with an individual that has proposed erecting a canvas hanger with an open front design he would like to erect on the larger site.

After a discussion, the Mayor called for a vote on the proposed canvas hanger with an open front. Results of the vote: Sutherland-Nay, Bonik-Nay, Merschman-Yea, Brovold-Nay and Michel-Yea. The canvas hanger will be denied hangers must be enclosed.

City receipts for November were reviewed totaling \$20,063.03.

City Budget reports for November were reviewed with expenditures totaling \$82,258.18.

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

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

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TRUTH IN TAXATION PUBLIC HEARING

The Mayor called the Public Hearing to order at 5:59 p.m.

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

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

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Motion was made by Sutherland to approve the proposed 2021 budget.

Motion was made by Merschman to approve the proposed 2021 Levy. Seconded by Sutherland, motion carried.

The 2021 Liquor Store budget will be reviewed and approved at the January 2021 meeting.

Department reports were heard.

Fire chief Gerbracht informed the Council that as of January 1st, 2021 he is stepping down as Chief and Troy Jesness will be installed as the new Chief. Gerbracht will stay with the department to help with the transition. Sutherland and Council thanked Gerbracht for his years of service. Gerbracht would like to put the travel expense funds that were included in the price of new truck to be put toward radios. Merschman made a motion to use the travel expense money toward radios for the Fire Dept. Seconded by Brovold, motion carried.

Liquor Store Manager Arnold asked the Council to approve Kristi Okeson as part-time call-in help at the Municipal Liquor Store. Motion was made by Merschman to hire Okeson. Seconded by Sutherland, motion carried.

The Consent Agenda included:

- Resolution 26-20 Acceptance of Donation
- Resolution 27-20 Acceptance of Donation'
- Resolution 28-20 Allocation of CARES Act funds
- 2021-Club License Renewal
- 2021 Liquor License Renewals
- 2021 Dance Permits
- 2021 Sunday Licenses
- Appointments to the Park Board
- Approval to advertise for Fuel Bids

Merschman made a motion to approve the Consent Agenda with the exception of the appointments to the Park Board. Seconded by Sutherland, motion carried.

Motion was made by Brovold to move the December Council work session from December 23rd to December 16th. Seconded by Sutherland, motion carried.

Motion was made by Sutherland to set Council meeting for the 2nd Wednesday of each month and work sessions for the 4th Wednesday of each month. Seconded by Brovold, motion carried.

Motion was made by Sutherland to approve the loan documentation for the USDA and give authorization to Mayor Michel and Clerk Jacobs to sign any related documents necessary to close on the USDA loan for the fire truck. Seconded by Merschman, motion carried.

Jacobs asked for early release for employees Christmas Eve day. Bonik made a motion to grant half day off work for Christmas Eve day. Seconded by Sutherland, motion carried.

Mayor Michel read from a letter to the editor in support of Enbridge line 3 and its benefits to the area. Council supported publishing the letter.

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

DECEMBER 16, 2020

The Bagley City Council met via Zoom on December 16, 2020 at 5:30 p.m. for a work session meeting.

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

Also Present: John Gerbracht and Troy Jesness

Mayor Michel called the meeting to order at 5:30

Mayor Michel gave a brief update on TIF District information, money that is available and what it can be used for. Jason Murry will join the Council for their work session in January to explain further.

Liquor Store Profit & Loss and Budget reports for October and November were reviewed.

A CD held by the city will mature on December 30, 2020. Bonik made a motion to move the funds to the city savings account. Seconded by Sutherland, motion carried.

Ordinance 164 establishing the Park and Recreation Board was the next item on the agenda. A discussion on the residency of members resulted in the issue being tabled until the January 13th Council meeting.

Attorney for the City, David LaBerge, emailed Mayor Michel regarding Form 440-22 a required document for the purchase of a fire truck partially funded with a loan and grant through the USDA. After a discussion, a motion was made by Merschman for the Mayor and City Clerk to sign the required document attaching the email from Mr. LaBerge to the document. Seconded by Brovold, motion carried. Loan closing will be held on Monday December 21st.

Gerbracht reported that the Bagley Fire Department will be awarded \$10,000.00 from Clearwater County from CARES Act funds.

Liquor Store manager Arnold ask the Mayor to bring up time and half pay for his employees for Christmas Eve day as City employee are getting an early release. Motion was made by Merschman for over time pay to employees that work past noon. Seconded by Brovold, 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.