

Meeting Minutes
Grove City Regular Council Meeting
Monday, August 14, 2023 at 6:30 PM

MEMBERS PRESENT: McCoy, Lokken and Sordahl

ABSENT: Evenson

Mayor McCoy called the meeting to order at 6:30 PM.

CONSENT TO AGENDA: Mayor McCoy added Key Policy to the agenda, Aaron VanDuijn and letter from League of Minnesota Cities. Clerk Kalkbrenner requested to add her immediate and voluntary resignation to the agenda. She provided a copy of her resignation letter to each council member, turned in the City recorder and keys to Mayor McCoy and exited the City Hall. Council Member Sordahl made a motion to accept the consent to agenda. Council Member Lokken seconded. Motion carried with all members voting in favor.

VISITOR RECOGNITION AND PUBLIC COMMENT

Brenda Grates and Andrea Carew from St. Phillip's Church presented regarding MN Beer Company's request for them to manage lawful gambling. Mayor McCoy made a motion to approve the premises permit application for MN Beer Company located at 510 Atlantic Avenue in Grove City. Council Member Lokken seconded. Motion carried with all members voting in favor.

Brian Peterka presented the City Council with information regarding haying of City property and a letter demanding \$4,500 within 45 days to avoid further action against the City. He left information for the Council to review and submit to the City attorney.

OLD BUSINESS

Speed Signs: Tabled.

Fall Clean Up: Council Member Lokken made a motion to have a fall clean up on Saturday, October 7, 2023 from 8a-12p with no TV's. Council Member Sordahl seconded. Motion carried with all members voting in favor.

NEW BUSINESS

Resolution 2023-22 Joint Powers: Council Member Lokken made a motion to approve the Resolution 2023-22 Joint Powers agreement. Council Member Sordahl seconded the motion. Motion carried with all members voting in favor.

City Council Interview Questions: The council reviewed examples of interview questions. Council Member Lokken will type up the questions for the next workshop.

Shirts for Council and City Staff: Tabled.

Camping Signage: Council will work with Maintenance Supervisor Roering on a list of camping rules.

Approved

Emergency Management Training: Council Member Lokken expressed interest in this free online training. Maintenance Supervisor Roering and Fire Chief Jans might also attend on either August 24 or August 29, 2023.

2022 Financial Report: David Euerle presented regarding the 2022 financial statement and provided handouts to the council members. He explained the financial trends and balances for each fund. Mayor McCoy signed a letter accepting the audit. Mr. Euerle will submit it the audit to the state auditor and provide a pdf copy for the City to provide to the USDA. Council Member Sordahl made a motion to approve the financial report. Council Member McCoy seconded the motion. Motion carried with all members voting in favor.

Key Policy for City Office: Council reviewed examples of key policies from other cities. Council Member Sordahl recommended a temporary key policy. Discussion ensued as to who has keys, who should have keys and who will cover the City office in order to answer calls and be available to the public as much as possible. Mayor McCoy had contacted the City attorney and Council Member Lokken called the League of Minnesota last week who told her that there are no restrictions against council members having keys to the City office. Discussed that the Maintenance Supervisor and County Deputy should have keys to the office too for emergencies. Council Member Sordahl made a motion to give City office keys to the Mayor, Maintenance Supervisor Roering and Deputy Swisher.

Deputy Office: Discussion ensued regarding a suitable office space for Deputy Swisher. The City must provide an office with sole access only to the Sheriff's department. Council Member Lokken made a motion to designate the old rent office at South Grove for Deputy Swisher. Council Member Sordahl seconded the motion. Motion carried with all members voting in favor.

STAFF REPORTS & COUNCIL

Public Works: Maintenance Supervisor Roering discussed curb painting and an estimate received of \$0.50/foot with a \$400 minimum. Council decided to wait until the streets and crosswalks are redone. The Jetter truck is broken. Mayor McCoy made a motion to fix the Jetter Truck for \$3,000. Council Member Lokken seconded the motion. Motion carried with all members voting in favor.

Fire: Chief Jans reported that he received an estimate from 201 Building Supply of \$2,300 for materials and \$2,000 for labor to remove a support wall in the fire hall. Council Member Lokken made a motion to have the wall removed for a maximum of \$4,500. Council Member Sordahl seconded the motion. Motion carried with all members voting in favor. Chief Jans also reported they got a grant for \$157,000. The City and the Townships have to kick in \$7,500. This grant will be used for turnout gear and SCBAs. They have a committee who will determine how to spend the funds. Discussion ensued about the Township meeting which was scheduled for August 15, 2023. Due to the resignation of the City Clerk, the council decided to cancel the meeting and notify the townships via email. Mayor McCoy mentioned the Emergency Management webinar to Chief Jans. Chief Jans submitted a bill to be paid against the training budget.

McCoy: Discussed an abandoned house. The County won't pay to clean it up. From a safety standpoint for the public, the City can go onto the property to cover doors and windows and mow it. Discussed trees that need to be trimmed on 2nd Street in order to provide better viewing

for drivers and asked Maintenance Supervisor Roering to ensure the parade route looks good. Discussed whether bathrooms and dumpsters for Windmill Days had been ordered.

Lokken: Council Member Lokken mentioned she called the League of Minnesota Cities to ask if directives can be given to employees at workshops. They said yes and that decisions can also be made at workshops if there is a quorum present. She reiterated that the League said the council can go into the office and that confidential information needs to be concealed. Lokken also mentioned that she has received complaints about unreturned voicemails. She mentioned that the CARES lease needs to be printed without the DRAFT watermark on it so that it can be signed by the CARES board. The former clerk was unable to remove the watermark. The date and the amount of the rent needs to be added but otherwise the lease has all of the wording requested by their attorney. Lokken reported that 35 properties are in violation of the nuisance property, lawn and weeds ordinances. She mentioned that someone is going to need to be given access to the City website so that it can be updated with the minutes in the absence of a City Clerk. Lokken used to have access and Sordahl has web development experience. Lokken had a question about semi-trucks and trailers being parked on 2nd Street because the City ordinance says that no semi-trucks and trailers are allowed to be parked in residential areas. Maintenance Supervisor Roering will check into it more to see if the county truck route supercedes our City ordinance. Roering mentioned that the county isn't responsible for plowing 2nd Street within the City limits. Lokken mentioned that she will try to help in the office as much as possible.

Sordahl: Council Member Sordahl made a motion to accept the resignation of Baily Kalkbrenner. Council Member Lokken seconded the motion. Motion carried with all members voting in favor.

Sordahl initiated discussion about how the City office should be covered. Council members cannot be hired by the City to work in the office so it is volunteer work for council members. It was suggested to call a special or emergency meeting to get someone hired to help out. Sordahl would like the League to come in so we can ask questions regarding the City Clerk position.

Adjournment: Council Member Sordahl made a motion to adjourn the meeting. Council Member Lokken seconded the motion. Motion carried with all members voting in favor.