MINUTES OF THE REGULAR MONTHLY MEETING

OF THE FIFTY LAKES CITY COUNCIL

April 11, 2023

The Regular Monthly Meeting of the Fifty Lakes City Council was held on Tuesday, April 11, 2023, at City Hall at 6:00 pm. The following officers were present: Steve Dahlke, Mayor; Gary Staples, Toni Buchite and Jill Radman, (Absent: Mark Bradley) Council Members; Karen Stern, City Clerk; Ann Raph, Deputy Clerk, Diana Johnson, Liquor Manager.

The Pledge of Allegiance was recited.

Consent Agenda: Mayor Dahlke requested consideration of the consent agenda. Council reviewed: Council Meeting Minutes for Regular Meeting March 14, Special Meeting March 21, 2023; Treasurer’s Report: Payment of bills in the amount of $227,802.43 including Check No# 45173 through No #45261; Fire and Rescue Minutes. MOTION MADE BY MR. STAPLES AND SECONDED BY MS. RADMAN TO APPROVE THE CONSENT AGENDA AS PRESENTED. When polled: All members voted aye. Motion carried. (Mr. Bradley absent)

New Business/Critical Issues:

Planning and Zoning: There will be a meeting on Friday, April 14th at 10:00 am with the Golden Eagle Environmental Review Committee to go over their annual reports regarding soil, saturation, and water analysis. The next planning commission meeting will be on Tuesday, April 25th at 6 pm.

Parks: Mayor Dahlke presented two bids to council, 1 for the block walls in the new pavilion and 1 for the ceiling. This will be reviewed at the May council meeting. The council requested a porta potty be placed in the park area, preferably a handicap one.

Public Safety: Jesse Anderson, Assistant Fire Chief, reported a Community Impact Grant is being submitted for purchasing AED’s. There will be a Jaws of Life demonstration on Wednesday giving fire and rescue members a demo of the new tools. No emergency calls in the month of March.

Road Construction and Maintenance: Chad Wosmek, Maintenance Supervisor, was unable to attend the council meeting. A 6-month review was performed on Greg Vukelich, PT Maintenance, and Mr. Staples requested a 6-month review wage increase of $1.00 per hour and a cell phone stipend of $35 per month for Greg Vukelich. MOTION MADE BY MR. STAPLES AND SECONDED BY MS. BUCHITE TO APPROVE A $1.00 PER HOUR INCREASE FOR GREG VUKELICH AND ADD THE $35 PER MONTH CELL PHONE STIPEND. When polled: All members voted aye. Motion carried. (Mr. Bradley absent)

Liquor Store: Diana Johnson, Bar Manager, presented the profit and loss report for the month of March with a gross profit of 51.4% which is up considerably from March of 2022. Ms. Johnson pointed out the credit card fees in the report and is recommending the council consider applying this fee back to customers who pay with a card. Ms. Johnson will contact the pos system company and credit card company, gather information on this and report back to the council in May. The last payment for the bar’s portion of the audit was paid in March. Ms. Johnson is still working on finding a cleaner for the bar. MOTION MADE BY MS. BUCHITE AND SECONDED BY MS. RADMAN TO ALLOW ANY INTERESTED STAFF TO ATTEND THE BRAINERD CHAMBER SUMMER KICKOFF AT GRANDVIEW LODGE FOR $50 PER PERSON ON MONDAY, APRIL 24TH. When polled: All members voted aye. Motion carried. (Mr. Bradley absent)

Ms. Johnson presented information on the annual MMBA conference and Ms. Radman has agreed to attend with her. The cost of this will be split between the bar and city. MOTION MADE BY MR. STAPLES AND SECONDED BY MS. BUCHITE TO APPROVE DIANA JOHNSON AND JILL RADMAN TO ATTEND THE MMBA (Minnesota Municipal Beverage Association) CONFERENCE IN ALEXANDRIA APRIL 28TH TO MAY 1ST. When polled: All members voted aye. Motion carried. (Mr. Bradley absent)

Ms. Johnson will be attending a food show in Duluth on Tuesday, May 2nd. Comedy night with Kevin Craft, Comedy Trapper, went very well and he is scheduled to come back on May 10th at 7 pm. Staff are teaming up to work on 1 event a month the bar will host, which staff will plan and execute.

Mr. Wosmek and Ms. Johnson have discussed the issues with the keg cooler and the quotes from 3 companies back in October. The city contracts with SCR for yearly maintenance on heating/cooling/refrigeration. MOTION MADE BY MS. BUCHITE AND SECONDED BY MS. RADMAN TO ACCEPT THE QUOTE FROM ST. CLOUD REFRIDGERATION (SCR) FOR $11,233.94 TO FIX THE WALK IN KEG COOLER. When polled: All members voted aye. Motion carried. (Mr. Bradley absent)

Ending balance in the liquor store check book on March 31st was $170,400.51 with an additional CD in the amount of $20,000 with an APY of 1.4% maturing in July 2024. MOTION MADE BY MR. STAPLES AND SECONDED BY MS. BUCHITE TO MOVE $80,000 FROM THE LIQUOR STORE CHECKING ACCOUNT PLACING $50,000 IN PARKS AND $30,000 IN THE GENERAL FUND, WITH THE $80,000 BEING APPLIED TO THE LOAN BALANCE OF $126,016.38 THE BAR HAS WITH THE CITY. When polled: All members voted aye. Motion carried. (Mr. Bradley absent)

Mayor’s Report:

MOTION MADE BY MS. RADMAN AND SECONDED BY MR. STAPLES TO APPROVE THE LEAGUE OF MINNESOTA CITIES LIABILITY COVERAGE WAIVER FORM THAT THE MEMBER DOES NOT WAIVE THE MONETARY LIMITS ON MUNICIPAL TORT LIABLITY ESTABLISHED BY MINN.STAT 466.04. When polled: All members voted aye. Motion carried. (Mr. Bradley absent)

The council discussed the treasurer’s report investment list and allocation of CD’s. This will be discussed at the May meeting when Mr. Bradley and Mr. Wosmek are present.

The City of Emily Clerk contacted Ms. Stern regarding the annual clean-up day in Emily at the ball fields. They ask for a donation from the city for the cost of disposal and a few volunteers to help on the day of the event. MOTION MADE BY MS. RADMAN AND SECONDED BY MS. BUCHITE TO PARTICIPATE IN THE JOINT VENTURE FOR CLEAN UP DAY WITH THE CITY OF EMILY ON SEPTEMBER 16TH 2023 WITH A COST SHARE OF UP TO $1,500 FROM THE CITY OF FIFTY LAKES. When polled: All members voted aye. Motion carried. (Mr. Bradley absent)

Purchasing/Personnel:

The Minnesota Public Employee Insurance Program sent out a renewal letter for the 2023-2024 insurance year. The cost of the insurance has gone up 18%. Ms. Stern did contact another agency and they are working on a quote. This will be brought back to the council at the May 9th meeting. City Clerk-Treasurer Karen Stern will be retiring on Friday, June 2nd, 2023. MOTION MADE BY MS. BUCHITE AND SECONDED BY MS. RADMAN TO HOLD A RETIREMENT PARTY ON JUNE 9TH, 2023 AT 4 PM FOR CITY CLERK/TREASURER KAREN STERN, SPENDING UP TO $250 AS OUTLINED IN RECOGNITION POLICY. When polled: All members voted aye. Motion carried. (Mr. Bradley absent)

Discussions held regarding the city clerk-treasurer, accounting clerk and deputy clerk positions. The city’s unofficial pay scale was reviewed for these positions. The council discussed hiring a deputy clerk instead of an accounting clerk with discussions on whether this change would require readvertising. MOTION MADE BY MS. BUCHITE AND SECONDED BY MS. RADMAN TO OFFER ANN RAPH, DEPUTY CLERK, $32 PER HOUR, 32 HOURS PER WEEK FOR THE CITY CLERK-TREASURER POSITION WITH A 3 MONTH REVIEW. When polled: Ms. Buchite, Mr. Staples and Ms. Radman voted aye. Mayor Dahlke voted nay. Motion carried. (Mr. Bradley absent)

MOTION MADE BY MS. RADMAN AND SECONDED BY MR. STAPLES TO OFFER JESSICA ISTVANOVICH THE DEPUTY CLERK POSITION WITH COMPENSATION BETWEEN $18 TO $22 PER HOUR DETEREMINED BY A MEETING WITH COUNCIL MEMBERS BUCHITE AND STAPLES ALONG WITH THE CANDIDATE. When polled: All members voted aye. Motion carried. (Mr. Bradley absent) City policy states a new hire is required to work 36 hours to receive any benefits. This may be revisited after a 3-month review is conducted.

Open Forum: Patty Olson addressed council regarding staff being required to clean at their bartender wage and her position as a bartender. Clarification on bartenders cleaning after hours was given that they can clock out from bartending duties and clock in as a cleaner at a higher pay scale.

Adjourn: MOTION MADE BY MS. BUCHITE AND SECONDED BY MR. STAPLES TO ADJOURN. The meeting adjourned at 7:50 pm.

 \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 Ann M. Raph, Deputy Clerk