MINUTES OF THE REGULAR MONTHLY MEETING

OF THE FIFTY LAKES CITY COUNCIL

December 12th, 2023

The Regular Monthly Meeting of the Fifty Lakes City Council was held on Tuesday, November 14th, 2023, at City Hall at 6:00 pm. The following officers were present:

Mayor: Toni Buchite; Council Members: Gary Staples, Randy Zeigler, Jill Radman (arrived at 6:44 pm), Mark Bradley (arrived at 6:47 pm)

Staff: Ann Raph, City Clerk; Jessica Istvanovich, Deputy Clerk; Chad Wosmek, Maintenance Supervisor; Diana Buchite, Liquor Manager

The Pledge of Allegiance was recited.

Consider Agenda: Mayor Buchite requested additions and changes to the agenda.

MOTION MADE BY MR. STAPLES AND SECONDED BY MR. ZEIGLER TO ADD AN INVOICE FROM ZIEGLER, INC UNDER ROAD CONSTRUCTION AND MAINTENANCE AND TO REMOVED EMPLOYEE PERFORMANCE EVALUATIONS FROM UNDER PURCHASING/PERSONNEL. When polled: Ms. Buchite, aye; Mr. Staples, aye; Mr. Zeigler, aye. (Mr. Bradley, absent from motion) (Ms. Radman, absent from motion) Motion carried.

Consent Agenda: Mayor Buchite requested consideration of the consent agenda. Council reviewed: Council Meeting Minutes for Regular Meeting November 14th, 2023; Treasurer’s Report: Payment of bills in the amount of $141,797.10 including Check No #50211 through #50337; Fire and Rescue Minutes; Resolutions 2023-19, 2023-20, 2023-22 Donations, Resolution 2023-21 Polling Precinct

MOTION MADE BY MR. STAPLES AND SECONDED BY MR. ZEIGLER TO ACCET THE CONSENT AGENDA AS PRESENTED. When polled: Ms. Buchite, aye; Mr. Staples, aye; Mr. Zeigler, aye. (Mr. Bradley, absent from motion) (Ms. Radman, absent from motion) Motion carried.

**City of Fifty Lakes**

**Resolution 2023-19**

**State of Minnesota**

**County of Crow Wing**

**City Fifty Lakes**

 **A RESOLUTION ACCEPTING A DONATION OF $6,000 FROM THE** Fifty Lakes Fire Relief Association.

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**WHEREAS,** the Fifty Lakes Fire Relief Assoc. has proposed contributing $6,000 to the City of Fifty Lakes; and

**WHEREAS,** the Fifty Lakes Fire Relief Assoc. has suggested their donation be used for fire truck payment,

**WHEREAS,** the City Council of the City of Fifty Lakes agrees that said contribution would be of benefit to the citizens of Fifty Lakes,

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Fifty Lakes, Minnesota hereby acknowledges and agrees to accept said donation of $6,000 from the Fifty Lakes Fire Relief Assoc. on behalf of the citizens of Fifty Lakes.

**BE IT FURTHER RESOLVED** that the City Council of the City of Fifty Lakes designates said donation for fire truck payment.

**ADOPTED** this 12th day of December 2023

Toni Buchite, Mayor

ATTEST:

Ann M. Raph

City Clerk-Treasurer

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**City of Fifty Lakes**

**Resolution 2023-20**

**State of Minnesota**

**County of Crow Wing**

**City Fifty Lakes**

 **A RESOLUTION ACCEPTING A DONATION OF $2,000 FROM THE** Emily Fire Relief Association.

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**WHEREAS,** the Emily Fire Relief Assoc. has proposed contributing $2,000 to the City of Fifty Lakes; and

**WHEREAS,** the Emily Fire Relief Assoc. has suggested their donation be used for a portion of the cost of emergency sirens,

**WHEREAS,** the City Council of the City of Fifty Lakes agrees that said contribution would be of benefit to the citizens of Fifty Lakes,

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Fifty Lakes, Minnesota hereby acknowledges and agrees to accept said donation of $2,000 from the Emily Fire Relief Assoc. on behalf of the citizens of Fifty Lakes.

**BE IT FURTHER RESOLVED** that the City Council of the City of Fifty Lakes designates said donation for Emergency Sirens

**ADOPTED** this 12th day of December 2023

Toni Buchite, Mayor

ATTEST:

Ann M. Raph

City Clerk-Treasurer

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**City of Fifty Lakes**

**Resolution 2023-22**

**State of Minnesota**

**County of Crow Wing**

**City Fifty Lakes**

 **A RESOLUTION ACCEPTING A DONATION OF $2,000 FROM THE** Emily Fire Relief Association.

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**WHEREAS,** the Emily Fire Relief Assoc. has proposed contributing $2,000 to the City of Fifty Lakes; and

**WHEREAS,** the Emily Fire Relief Assoc. has suggested their donation be used for a portion of the cost of emergency sirens,

**WHEREAS,** the City Council of the City of Fifty Lakes agrees that said contribution would be of benefit to the citizens of Fifty Lakes,

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Fifty Lakes, Minnesota hereby acknowledges and agrees to accept said donation of $2,000 from the Emily Fire Relief Assoc. on behalf of the citizens of Fifty Lakes.

**BE IT FURTHER RESOLVED** that the City Council of the City of Fifty Lakes designates said donation for Emergency Sirens

**ADOPTED** this 12th day of December 2023

Toni Buchite, Mayor

ATTEST:

Ann M. Raph

City Clerk-Treasurer

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**City of Fifty Lakes**

**Resolution 2023-21**

**State of Minnesota**

**County of Crow Wing**

**City of Fifty Lakes**

**A RESOLUTION RE-ESTABLISHING THE POLLING PRECINCT AND PRECINCT LOCATION FOR THE CITY OF FIFTY LAKES**

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**WHEREAS,** per Minnesota Statute 204B.16 subd.1 the governing body of each municipality must designate by ordinance or resolution a polling place by December 31st of each year.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF FIFTY LAKES:** that the following precinct and polling location for the calendar year 2024 for the City of Fifty Lakes is:

Fifty Lakes City Hall

40447 Town Hall Road

Fifty Lakes, MN 56448

**Adopted this 12th day of December 2023**

 Toni Buchite, Mayor

ATTEST:

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 Ann M. Raph, City Clerk-Treasurer

Planning and Zoning:

MOTION MADE BY MS. BUCHITE AND SECONDED BY MR. STAPLES TO APPROVE THE 2024 SHORT-TERM RENTAL AGREEMENT WITH CROW WING COUNTY. When polled: Ms. Buchite, aye; Mr. Staples, aye; Mr. Zeigler, aye. (Mr. Bradley, absent from motion) (Ms. Radman, absent from motion) Motion carried.

MOTION MADE BY MR. STAPLES AND SECONDED BY MR. ZEIGLER TO APPOINT B. STANCER, D. REIERSON AND G. OSTER TO THE PLANNING COMMISSION BOARD OF ADJUSTMENTS FOR A FOUR-YEAR TERM STARTING JANUARY 2024. When polled: Ms. Buchite, aye; Mr. Staples, aye; Mr. Zeigler, aye. (Mr. Bradley, absent from motion) (Ms. Radman, absent from motion) Motion carried.

Parks: The council discussed pavilion picnic table design options and viewed samples from Quality Fabricating. The park committee updated the council on the progress of the grant writing for future park expansion.

Public Safety/ Fire & Rescue: The Fire and Rescue department had 3 medical and no fire call for the month of November.

MOTION MADE BY MR. STAPLES AND SECONDED BY MR. ZEIGLER TO APPOINT B. GRECULA TO THE FIRE AND RESCUE DEPARTMENT. When polled: Ms. Buchite, aye; Mr. Staples, aye; Mr. Zeigler, aye. (Mr. Bradley, absent from motion) (Ms. Radman, absent from motion) Motion carried.

MOTION MADE BY MR. STAPLES AND SECONDED BY MR. ZEIGLER TO ACCEPT THE RESIGNATION FROM L. WOSMEK FROM THE FIRE AND RESCUE DEPARTMENT. When polled: Ms. Buchite, aye; Mr. Staples, aye; Mr. Zeigler, aye. (Mr. Bradley, absent from motion) (Ms. Radman, absent from motion) Motion carried.

Road Construction and Maintenance:

MOTION MADE BY MS. BUCHITE AND SECOND BY MR. STAPLES TO APPROVE THE INVOICE FOR A NEW CATERPILLAR GRADER 140JOY-BR FROM ZIEGLER, INC IN THE AMOUNT OF $338,560.00. When polled: Ms. Buchite, aye; Mr. Staples, aye; Mr. Zeigler, aye. (Mr. Bradley, absent from motion) (Ms. Radman, absent from motion) Motion carried.

Liquor Store: The bar has a 51.7% gross profit for the month of November. Ms. D. Buchite stated the Holiday Craft Fair that was held on December 2nd was very successful. There will be a Customer Appreciation event held on Friday, December 15th. Ms. D. Buchite informed the council about the end of the year annual inventory on January 1st, 2024.

Mayor’s Report: The council discussed the finalized 2024 budget.

MOTION MADE BY MS. BUCHITE AND SECONDED BY MR. STAPLES TO ADOPT RESOLUTION 2023-23 FOR THE 2024 BUDGET AND CERTIFYING TAX LEVY TO CROW WING COUNTY. When polled: Ms. Buchite, aye; Mr. Staples, aye; Mr. Zeigler, aye; Ms. Radman, aye. (Mr. Bradley, absent from motion) Motion carried.

**City of Fifty Lakes**

**Resolution 2023-23**

**State of Minnesota**

**County of Crow Wing**

**City of Fifty Lakes**

**RESOLUTION ADOPTING 2024 BUDGET AND CERTIFYING TAX LEVY TO CROW WING COUNTY**

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**WHEREAS**, the City of Fifty Lakes has met the statutory requirements for notifying

 property owners of the proposed budget and levy;

**WHEREAS**, the City of Fifty Lakes was not required to hold a separate Truth in Taxation

 Hearing but did review the budget and levy at Regular City Council Meetings held

 in September, October and November;

**NOW, THEREFORE, BE IT RESOLVED** that the proposed 2024 Budget for the City of

 Fifty Lakes is hereby adopted in the amount of $ 698,700.00 (does not include the

 Municipal Liquor Store) and the City Clerk is hereby instructed to certify the

 following Tax Levy to the Crow Wing County Auditor:

General $ 280,835.00

 Road & Bridge 271,540.00

#  Fire & Rescue 93,325.00

 Parks 53,000.00

#  TOTAL LEVY $ 698,700.00

Date: December 12, 2023

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 Toni Buchite, Mayor

ATTEST:

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Ann M. Raph Clerk-Treasurer

MOTION MADE BY MS. BUCHITE AND SECONDED BY MR. STALES TO ACCEPT THE LETTER OF WORK – AUDIT SERVICES FROM CLIFTON LARSON ALLEN, LLP. When polled: All members voted aye. Motion carried.

Purchasing/ Personal: The council discussed the employee handbook revision adding ESST (Earned Sick and Safe Time).

MOTION MADE BY MS. RADMAN AND SECONDED BY MR. BRADLEY TO ADOPT ESST TO THE EMPLOYEE HANDBOOK AS AMENDED. When polled: All members voted aye. Motion carried.

MOTION MADE BY MS. BUCHITE AND SECONDED BY MR. BRADLEY TO CANCEL AND REISSUE CHECK #45680 TO T. JOHNSON FOR $526.23 LESS $32.00 CANCELLATION FEE AND CANCEL CHECK #45668 FOR $35.00 FOR D. BUCHITE. When polled: All members voted aye. Motion carried.

MOTION MADE BY MS. BUCHITE AND SECONDED BY MR. STAPLES TO INITIATE AN INVESTIGATION BY THE CITY ATTORNEY’S OFFICE OF THE ALLEGATIONS MADE IN A RESIGNATION LETTER. When polled: All members voted aye. Motion carried.

City Hall offices will be closed Christmas Day, December 25th, 2023, and New Year’s Day, January 1st, 2024.

 Open Forum: Tom Stober, Ranger at Scout Camp, inquired if the council would allow him to build a lending library stand for the park. The council thought it would be a great addition to the area and thanked Mr. Stober.

Adjourn: MOTION MADE BY MS. BUCHITE AND SECONDED BY MR. BRADLEY TO ADJOURN. The meeting adjourned at 7:20 pm.

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 Jessica Istvanovich, Deputy Clerk