MINUTES OF THE REGULAR MONTHLY MEETING

OF THE FIFTY LAKES CITY COUNCIL

January 9th, 2024

The Regular Monthly Meeting of the Fifty Lakes City Council was held on Tuesday, January 9, 2024, at City Hall at 6:00 pm. The following officers were present: Toni Buchite, Mayor (via interactive technology: out of state); Mark Bradley, Jill Radman, Randy Zeigler, (Gary Staples: Absent) Council Members; Ann Raph, City Clerk; Jessica Istvanovich, Deputy Clerk; Chad Wosmek, Maintenance Supervisor; Diana Buchite, Liquor Manager and Jesse Anderson, Assistant Fire Chief.

Acting Mayor Bradley requested four additions to the January Agenda.

MOTION MADE BY MS. RADMAN AND SECONDED BY MR. ZEIGLER TO ADD PUBLIC HEARING NOTICE FOR FUTURE PARK INPUT AND DETERMINATION FOR OFFICAL PARK HOURS AND LIGHTING UNDER PARKS, OPEN MEETING LAW SESSION AND ELECTED LEADERS INSTITUTE CLASSES UNDER MAYOR’S REPORT. When polled: Mr. Bradley, aye; Ms. Radman, aye; Mr. Zeigler, aye. Motion carried. (Ms. Buchite, absent from motion; Mr. Staples absent)

Consent Agenda: Acting Mayor Bradley requested consideration of the consent agenda. Council reviewed: Council Meeting Minutes for Regular Meeting December 12th, Treasurer’s Report: Payment of bills in the amount of $444,784.42 including Check No# 50338 through #50442; Fire and Rescue Minutes; resolution 2024-03 Emily Fire Relief Donations; Resolution 2024-04 L. Musolf Donation. MOTION MADE BY MR. RADMAN AND SECONDED BY MR. ZEIGLER TO APPROVE THE CONSENT AGENDA AS PRESENTED. When polled: Mr. Bradley, aye; Ms. Radman, aye; Mr. Zeigler, aye. Motion carried. (Ms. Buchite, absent from motion; Mr. Staples, absent)

New Business/Critical Issues:

MOTION MADE BY MR. ZEIGLER AND SECONDED BY MS. RADMAN TO APPROVE THE CLOSURE OF FRANDSEN BANK CHECKING ACCOUNT ENDING IN #2231. When polled: Mr. Bradley, aye; Ms. Radman, aye; Mr. Zeigler, aye. Motion carried. (Ms. Buchite, absent; Mr. Staples absent)

MOTION MADE BY MS. RADMAN AND SECONDED BY MR. BRADLEY TO APPOINT THE CROSBY- IRONTON COURIER AS THE OFFICIAL NEWSPAPER OF THE CITY OF FIFTY LAKES. When polled: Mr. Bradley, aye; Ms. Radman, aye; Mr. Zeigler, aye. Motion carried. (Ms. Buchite, absent from motion; Mr. Staples absent). The council discussed 3 CDs that will be maturing in February.

MOTION MADE BY MR. BRADLEY AND SECONDED BY MS. RADMAN TO TRANSFER CD 1607, CD 2436, CD 1601 TO THE BEST APY RATE AVAILABLE. When polled: Mr. Bradley, aye; Ms. Radman, aye; Mr. Zeigler, aye. Motion carried. (Ms. Buchite, absent from motion; Mr. Staples absent)

Acting Mayor Bradley requested discussion of the following Mayoral Appointments for 2024. MOTION MADE BY MS. RADMAN AND SECONDED BY MR. BRADLEY TO APPROVE THE FOLLOWING MAYORAL APPOINTMENTS FOR 2024:

1. Acting Mayor – Mark Bradley

2. Official Newspaper – Crosby- Ironton Courier

3. Emergency Management – Mark Bradley

4. Committee Assignments

1. Roads, Maintenance & Weed Inspector – Mark Bradley
2. Public Safety (Fire & Rescue) – Jill Radman
3. Parks – Mayor Toni Buchite

# Liquor Store – Randy Zeigler

# Purchasing & Personnel – Mayor Toni Buchite

# Planning & Zoning – Gary Staples

# 5. Finance-Depositories: First Western Bank & Trust – First National Bank-

# Pine River State Bank

6. City Attorney – Joe Langel, Ratwik, Roszak & Maloney P.A.

7. City Engineer – Bolton & Menk

**Planning & Zoning Commission**:

Bob Stancer (12/27) Don Reierson (12/27) Mike Milbrath (12/25)

Gary Oster (12/27) Fred Strohmeier (12/25)

**Fire & Rescue Executive Review Board**:

Keith Fitzpatrick Ed Shetka IV

Jesse Anderson Ken Hersey (Community Member)

Jill Radman (Council Liaison)

Ann M. Raph (recording only not a voting member)

**Forestry Committee:**

Mark Bradley Fred Strohmeier Mike Prouty

**FLLP – Fifty Lakes Lake Improvement Committee:**

Bob Stancer Fred Strohmeier

Ken Neihart Mark Bradley (Council Member)

Ann M. Raph

**Fifty Lakes Day Committee:**

Ann M. Raph Toni Buchite Lori Crawford

Ronda Veit Diana Buchite

**Park Committee:**

Toni Buchite Marilyn Mckeehan

Jenna Fitcher Ann M. Raph

When polled: Mr. Bradley, aye; Ms. Radman, aye; Mr. Zeigler, aye. Motion carried. (Ms. Buchite, absent from motion; Mr. Staples absent)

MOTION MADE BY MR. BRADLEY AND SECONDED BY MS. RADMAN TO APPROVE THE FEES FOR 2024 (PHOTOCOPING, FAX, NOTARY, MILEAGE, COMMUNITY CENTER/ PAVILION RENTAL FEES, CELL PHONE STIPENS). When polled: Mr. Bradley, aye; Ms. Radman, aye; Mr. Zeigler, aye. Motion carried. (Ms. Buchite, absent from motion; Mr. Staples absent)

Planning and Zoning: Mr. Burslie requested, in a staff report, approval of the 2024 Planning and Zoning Fee Schedule as presented.

MOTION MADE BY MR. BRADLEY AND SECONDED BY MR. ZEIGLER TO ACCEPT THE 2024 PLANNING AND ZONING FREE SCHEDULE AS PRESENTED. When polled: Mr. Bradley, aye; Ms. Radman, aye; Mr. Zeigler, aye. Motion carried. (Ms. Buchite, absent from motion; Mr. Staples absent). There were 52 land use permits issued in 2023 and 15 SSTS.

Parks: The council discussed the picnic table bid and viewed samples from Quality Fabricating. The tables are 48” x 48” square picnic table with 4 attached benches option topper is a lattice pattern and a solid metal planking. Council determined that the solid metal planking would be preferable to the lattice pattern.

MOTION MADE BY MR. ZEIGLER AND SECONDED BY MS. RADMAN TO HAVE THE PARK COMMITTEE PURCHASE TWO PICNIC TABLES FROM QUALITY FABRICATING FOR $1,140.00 EACH PLUS TAX. When polled: Mr. Bradley, aye; Ms. Radman, aye; Mr. Zeigler, aye. Motion carried. (Ms. Buchite, absent from motion; Mr. Staples absent) The park committee and Premium Grant Services requested the council to hold a public hearing per the DNR grant stipulations to discuss options for the future park expansion.

MOTION MADE BY MR. BRADLEY AND SECONDED BY MS. RADMAN TO HOLD A PUBLIC HEARING ON FEBRUARY 13TH FOR PUBLIC INPUT ON FUTURE PARK EXPANSIONS. When polled: Mr. Bradley, aye; Ms. Radman, aye; Mr. Zeigler, aye. Motion carried. (Ms. Buchite, absent from motion; Mr. Staples absent).

Fire & Rescue: Jesse Anderson, assistant fire chief, reported 5 fire calls and 3 medical calls in the month of December. The council discussed purchasing a Smart TV for the community center for training classes and fire meetings.

MOTION MADE BY MR. BRADLEY AND SECONDED BY MR. ZEIGLER TO PURCHASE A LARGE SMART TV FOR THE COMMUNITY CENTER NOT TO EXCEED $1000.00. When polled: Mr. Bradley, aye; Ms. Radman, aye; Mr. Zeigler, aye. Motion carried. (Ms. Buchite, absent from motion; Mr. Staples absent)

MOTION MADE BY MS. RADMAN AND SECONDED BY MR. BRADLEY TO APPROVE A. ANDERSON TO THE FIRE AND RESCUE DEPARTMENT. When polled: Mr. Bradley, aye; Ms. Radman, aye; Mr. Zeigler, aye. Motion carried. (Ms. Buchite, absent from motion; Mr. Staples absent)

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

Road Construction and Maintenance: Chad Wosmek requested approval for the purchase of new street signs.

MOTION MADE BY MS. RADMAN AND SECONDED BY MR. ZEIGLER TO PURCHASE NEW STREET SIGNS FROM NEWMAN SIGNS INC IN THE AMOUNT OF $1267.37. When polled: Mr. Bradley, aye; Ms. Radman, aye; Mr. Zeigler, aye. Motion carried. (Ms. Buchite, absent from motion; Mr. Staples absent)

MOTION MADE BY MR. BRADLEY AND SECONDED BY MS. RADMAN TO APPROVE C. WOSMEK TO ATTEND MN LTAP TRAING ON MARCH 26TH IN ST. CLOUD, MN AND MARCH 28TH IN BEMIDJI, MN. When polled: Mr. Bradley, aye; Ms. Radman, aye; Mr. Zeigler, aye. Motion carried. (Ms. Buchite, absent from motion; Mr. Staples absent)

Liquor Store: Mr. Zeigler reviewed the Profit and Loss Report for the 2023 year with the council. The bar had a gross profit of 46.2% for the month of December. Mr. Zeigler pointed out how the lack of snowfall in October, November and December impacted the bars net profit with a loss of $8,193.38 in 2023 compared to 2022. Acting Mayor Bradley requested consideration on the off-sale inventory variance totals for 2023. Discussed followed. D. Buchite and Mr. Zeigler help annual employee reviews in December. The council discussed 2023 performance evaluations and pay increases.

MOTION MADE BY MR. ZEIGLER AND SECONDED BY MS. RADMAN TO APPROVE A 3.2% COST OF LIVING (COLA) FOR ALL BAR STAFF AND MERIT WAGE INCREASE FOR INDIVIDUAL BARTENDERS AS FOLLOWS: LEAD BARTENDER KIM TUCHEK 6.8%, NANNETTE BRENDLE 3.8%, PATTY OLSON 1.8%, TREVOR JOHNSON 1.8%, BRITTANY RONNEBER 2.8%, LISA KERKOW 1.8%. When polled: Mr. Bradley, aye; Ms. Radman, aye; Mr. Zeigler, aye. Motion carried. (Ms. Buchite, absent from motion; Mr. Staples absent)

MOTION MADE BY MR. BRADLEY AND SECONDED BY MS. RADMAN TO APPROVE A 3.2% COST OF LIVING (COLA) IN ADDITION TO A 13.8% MERIT WAGE INCREASE IF REMAINING AT SALARY OR 11.8% MERIT WAGE INCREASE IF SWITCHING TO HOURLY PAY TO LIQUOR MANAGER DIANA BUCHITE. When polled: Mr. Bradley, aye; Ms. Radman, aye; Mr. Zeigler, aye. Motion carried. (Ms. Buchite, absent from motion; Mr. Staples absent)

Mayor’s Report: Acting Mayor Bradley informed the council and city employees of two upcoming classes. An “Open Meeting Law Session” on January 17th and Elected Leaders Institute on February 9th and 10th or February 23rd and 24th.

MOTION MADE BY MR. BRADLEY AND SECONDED BY MS. RADMAN TO ALLOW ANY COUNCIL MEMBER TO ATTEND THE CLASSES WITH EXPENSES COVERED BY THE CITY. When polled: Mr. Bradley, aye; Ms. Radman, aye; Mr. Zeigler, aye. Motion carried. (Ms. Buchite, absent from motion; Mr. Staples absent)

Purchasing/Personnel: Acting Mayor Bradley requested consideration of 2024 Election Judge appointments. Discussion followed.

MOTION MADE BY MR. BRADLEY AND SECONDED BY MS. RADMAN TO APPROVE $16.00 AN HOUR PAY FOR 2024 ELECTION JUDGES AND APPOINT ANN RAPH (HEAD), JESSICA ISTVANOVICH, BOBBIE GRAHAM, LORIE JOHNSON, KAREN STERN, PATTY MILLER AS THE 2024 ELECTION JUDGES. When polled: Mr. Bradley, aye; Ms. Radman, aye; Mr. Zeigler, aye. Motion carried. (Ms. Buchite, absent from motion; Mr. Staples absent) The council discussed annual employee reviews conducted in November and December 2023.

MOTION MADE BY MR. ZEIGLER AND SECONDED BY MS. RADMAN TO APPROVE 3.2% COST OF LIVING (COLA) IN ADDITION TO A 8.7% MERIT WAGE INCREASE FOR CLERK ANN RAPH. When polled: Mr. Bradley, aye; Ms. Radman, aye; Mr. Zeigler, aye. Motion carried. (Ms. Buchite, absent from motion; Mr. Staples absent)

MOTION MADE BY MR. BRADLEY AND SECONDED BY MS. RADMAN TO APPROVE A 3.2% COST OF LIVING (COLA) IN ADDITION TO A 2% MERIT WAGE INCREASE FOR MAINTENANCE SUPERVISOR CHAD WOSMEK. When polled: Mr. Bradley, aye; Ms. Radman, aye; Mr. Zeigler, aye. Motion carried. (Ms. Buchite, absent from motion; Mr. Staples absent)

MOTION MADE BY MR. BRADLEY AND SECONDED BY MS. RADMAN TO APPROVE A 3.2% COST OF LIVING (COLA) FOR MAINTENANCE EMPLOYEES W. BRIGHT AND G. VUKELICH. When polled: Mr. Bradley, aye; Ms. Radman, aye; Mr. Zeigler, aye. Motion carried. (Ms. Buchite, absent from motion; Mr. Staples absent)

MOTION MADE BY MR. BRADLEY AND SECONDED BY MR. ZEIGLER TO APPROVE A 3.2% COST OF LIVING (COLA) IN ADDITION TO A 2% MERIT WAGE INCREASE FOR DEPUTY CLERK, JESSICA ISTVANOVICH. When polled: Mr. Bradley, aye; Ms. Radman, aye; Mr. Zeigler, aye. Motion carried. (Ms. Buchite, absent from motion; Mr. Staples absent)

Acting Mayor Bradley requested consideration of Ms. Raph’s unused vacation time. Discussion followed.

MOTION MADE BY MR BRADLEY AND SECONDED BY MR. ZEIGLER TO ALLOW A. RAPH TO CARRY OVER 50.5 VACATION HOURS TO BE USED IN 6 MONTHS WITH A PAYOUT OF UP TO 20 HOURS FOR UNUSED TIME AFTER A 6 MONTH PERIOD. When polled: Mr. Bradley, aye; Ms. Radman, aye; Mr. Zeigler, aye. Motion carried. (Ms. Buchite, absent from motion; Mr. Staples absent)

MOTION MADE BY MR. BRADLEY AND SECONDED BY MS. RADMAN TO REISSUE CHECK #45680 TO T. JOHNSON FOR $526.23 AND CHECK #45668 TO D. BUCHITE FOR $35.00. When polled: Mr. Bradley, aye; Ms. Radman, aye; Mr. Zeigler, aye. Motion carried. (Ms. Buchite, absent from motion; Mr. Staples absent)

City offices will be closed Monday, January 15th for the Martin Luther King Jr. Holiday.

Adjourn: MOTION MADE BY MR. BRADLEY AND SECONDED BY MR. ZEIGLER TO ADJOURN. Meeting adjourned at 8:00 pm.

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Jessica Istvanovich, Deputy Clerk