

## **CITY OF MILROY**

Regular City Council Meeting

October 28, 2024

### **CALL TO ORDER/PLEDGE OF ALLEGIANCE**

Mayor Brooks called the meeting to order at 6:00 p.m., followed by the pledge of allegiance.

### **ROLL CALL**

Present: Mayor Brooks, Council Members Christensen, Olson, Sik and Zwach. Also present were Clerk/Treasurer Snyder and Public Works Director Duscher.

### **GUESTS**

Kent Miller, Steve & Debbie Todd, Sharri & Jeff VanDeWiele, Lori Duscher, Mary Dahmes, Scott Haken and Tom Marks and City Attorney Matthew Gross.

### **APPROVE AGENDA**

**Zwach, Christensen unanimous to approve the agenda with the addition of Acting Mayor appointment under New Business.**

City Attorney Matthew Gross then addressed the council about city council operations and procedures. He went over items after watching the last video of the last meeting. Items gone over: Open meeting law & procedures, council members speaking about issues outside of the meetings, penalties for violating an open meeting law, types of cites; charter or Plan A, how to appoint a vacant council position. Council Member Christensen then asked questions of Mr. Gross about what was related to Mayor Brooks about the process to fill the open council position.

### **CONSENT AGENDA**

**Christensen/Olson unanimous to approve the consent agenda as presented.**

- Approve September 23, 2024, Regular Council minutes as presented.
- Approve the payment of claims (check #12656 - #12678) in the amount of \$25,014.12, and electronic payments in the amount of \$16,670.51 as presented.
- LU Permits #11.2024 – 304 Bernice Street, #12.2024 – 305 Prospect Street.
- Resolution #11-2024 – Assessment of unpaid charges.

### **AUGUST MINUTES**

**Zwach/Christensen unanimous to amend the August minutes as they stated they did not include the appointment of Margaret “Peggy Sik” to fill the open council seat.**

Council Member Sik would like the claims to be available for viewing prior to or at the council meeting in which they will be approved. These will be at the council meetings for the council members to view.

### **REPORTS**

**FIRE – Christensen/Sik unanimous to approve the purchase of two (2) leaf blowers, two (2) light towers, two (2) sawzall blades, batteries and diablo blades.**

They will be handing out candy at the fire hall on Halloween. Both the red truck and the generator are going back to the DNR and listed on their site for sale. The department has checked into being put on a waiting list through the DNR for the option to purchase items.

**PUBLIC WORKS – Hydrant flushing hydrants are currently being done. There are a few that need repairs which can be done in the spring. A pond discharge will not be done this fall due to the low water levels. Sweeping leaves and the lead service line inventory has been completed. Christmas lights were discussed. Having the EDA committee once organized in charge of city beautification was discussed.**

**Christensen/Sik unanimous to appoint Debbie Todd to volunteer to oversee Christmas decorations for 2025.**

**MAYOR/COUNCIL** – Brooks has had issues with her current laptop, and she would like the council to consider purchasing new laptops. Prices will be received for the next meeting and in the meantime paper packets will be printed and emailed to/for all council members. Printed items will be ready for pick up between 3:00 and 4:00p.m. on the Thursday prior to the meeting. Council Member Olson needs to leave the meeting at 7:00p.m. He also had a resident question a vehicle that is potentially parked on city property. This will be looked into and a letter sent to the resident in violation. Council Member Sik asked Public Works Director Duscher if he mows through all the trees on the west side of the city as she noted some are mowed and some are not. This property is the former CRP property, and the city is in charge of mowing this. **Christensen/Zwach unanimous to allow Tom Marks (101 Lorrain Street) to erect a snow fence on city property, which is adjacent to his property with removal date of April 15<sup>th</sup>.**

#### **UNFINISHED BUSINESS**

Revolving loan/line of credit. Per the Chief Officer of First Independent Bank and David Drown & Associates the city is not allowed to have this sort of account. Attorney Gross stated the League of MN Cites has an option for cities through them called the 4M fund. Clerk/Treasurer Snyder will get this information for the November meeting.

The Housing Concept review received from the engineers was then gone over by the council. There are two (2) potential sites with the one to the east a better choice with the water and sewer that is currently available. The owner of this property will be informed that it will be his responsibility to put the infrastructure into this property.

Matthew Novak, Attorney from Wabasso was contacted to see if he is interested in handling these for the city. He was contacted by Clerk/Treasurer Snyder, and he is willing to take the city on, but requested the city wait until November or his current fees schedule be sent before cancelling with the county. This will be tabled ore information will be provided before ending the Redwood County prosecution contract. This will be tabled until the November meeting.

604 Cedar Street concrete repair and the letter from the resident was discussed. The owner is not satisfied with the outcome of the reseeding. This will be redone in the spring for them. The concrete that was cut out of their driveway by the city will be reimbursed to them once they get it repaired.

Council member Christensen then asked Public Works director Duscher about the ditch northeast of the city.

Employee Reviews discussed with no update. The personnel policy/benefits will be reviewed at the November meeting.

#### **NEW BUSINESS**

The 2025 fee schedule was given to council for their review and adoption at the November meeting.

**Christensen/Sik unanimous to set the canvass meeting for November 12, 2024, at 6:00 p.m.**

**Christensen/Sik unanimous to appoint Renee Zwach as acting mayor.**

#### **MAYOR/COUNCIL ITEMS**

- October 31 – City Office Closed
- November 5 – General Election – Polls open 7am to 8pm
- November 11 – Holiday Observed – City Office Closed
- November 12 – Special Canvassing Meeting 6pm
- November 25 – City Council Meeting
- November 28 – Holiday Observed – City Office Closed

#### **ADJOURN**

**Zwach/Christensen unanimous to adjourn the meeting 7:02p.m.**

Approved on this 25<sup>th</sup> day of November 2024.

---

Betsy Snyder, City Clerk/Treasurer