

CITY OF MILROY

Regular City Council Meeting

January 23, 2023

CALL TO ORDER

Mayor Weber called the meeting to order at 6:00 pm and the pledge of allegiance was recited.

Council Members Present: Colleen Brooks, John Christensen, Drew Olson and Renee Zwach.

Staff Present: Clerk/Treasurer Betsy Snyder, Public Works Director, Dean Duscher and Fire Chief Matt Krueger.

CONSENT AGENDA

A motion to approve the consent agenda items was made by Christensen, second by Zwach. Motion carried unanimously.

December 19, 2022 Minutes

Claims Payable

Resolution #1-2023 Annual Designations

Resolution #2-2023 EFT/Automated payments

Resolution #3-2023 Fund Transfers

Resolution #4-2023 City Council Code of Conduct

Resolution #5-2023 Fund Transfers

Resolution #6-2023 Surplus Property

Milroy Baseball Wine/Strong Beer License

Resolution #1-2023 was pulled from the consent agenda. Councilmember Christensen then inquired to Councilmember Brooks if she was still willing and able to be the Acting Mayor. Brooks explained that she has been the Acting Mayor for many years and does not feel her current health conditions will cause any issues to her performance as it has not in the past. All items were approved with one motion.

REPORTS & REQUESTS

Matt Kruger went over the fire report that was in the council packet. Listing the '85 Pumper for sale and to solicit bids will be done for the February meeting. The cost of the new truck purchased from the Watson Fire Department was \$7,500.00. The decals for these trucks will be done by Country Enterprises. A motion to accept the quote from Dinges Fire for a thermal imaging camera in the amount of \$7,065.00 was made by Brooks, second by Olson. Motion carried unanimously. These funds will come from the Milroy Relief Association. Both quotes will need to be submitted to the clerk to have on file. A motion to approve the purchase of four batteries for the hand held radios in the amount of \$100.00 per battery was made by Zwach, second by Brooks. Motion carried unanimously. Fire Chief Krueger has recently been elected to the Region 13 Southwest Regional Fire Department Association Board. All fire calls for 2022 have been reported to the state.

The fill pipe in the water tower due to corrosion will need to be replaced within the next five (5) years for an approximate cost of 120,000.00. This cost can be added to our current water tower contract and spread over a period of years. Other options in how to fund this project will be explored to include funding from grant sources. He questioned how Councilmember Zwach responded to the complaint she took last month in regard to him snowplowing. She stated she asked him to put it in writing and that she would take to the council meeting. Public Works Director Duscher explained that according to the form the city has, complaints are to be filled out and returned to the city office not brought up at a council meeting blindsiding a city employee. She stated she could not find the form on line and that the city clerk does not work Fridays. The options could have been for the person to put it into the city drop box, email to the city office or contact the clerk on Monday for the form prior to the meeting. It was asked if councilmembers or the mayor can be listed to also receive. This will be looked into and reported on at the February meeting.

Clerk/Treasurer Snyder will be attending the IIMC Region 6 meeting in Bloomington as President of the MCFOA.

UNFINISHED BUSINESS

The off street parking ordinance was reviewed and letters will be sent to those property owners/landlords that do not meet the standards for the number of off street parking spaces required.

The city currently has EDA bylaws in place. As of today no one has applied to be on this board.

Training for newly elected and current councilmembers was discussed. Currently Mayor Weber is signed up to attend in Alexandria in March.

The improvements to the shelter house were discussed and a committee including Dean, Betsy, Megan and Lions members will be put together to meet and decide on the proposed shelter house project.

A motion to approve the revised final pay application in the amount of \$141,072.67 was made by Brooks, second by Christensen. Motion carried unanimously.

The purchase of a zero turn mower was discussed. The tractor/mower is up for trade. Purchasing new or used, keeping what we have and purchasing a zero turn was discussed. Dean will get quotes for the February meeting.

Information on the Board of Appeal and Equalization training for council member s was in the packet. Currently no one is certified and if no one takes the training prior to February 1, 2023 the city will relinquish it authority to hold this meeting for two years. At least two members should take the training.

ADJOURN

A motion to adjourn the meeting at 6:45pm was made by Zwach, second by Christensen. Motion carried unanimously.

Betsy Snyder

City Clerk/Treasurer

Approved at the regular meeting held on February 27, 2023

CITY OF MILROY

Regular City Council Meeting
February 27, 2023

CALL TO ORDER

Mayor Weber called the meeting to order at 6:00 pm and the pledge of allegiance was recited.
Council Members Present: Colleen Brooks, John Christensen, Drew Olson and Renee Zwach.
Staff Present: Clerk/Treasurer Betsy Snyder, Public Works Director, Dean Duscher and Fire Chief Matt Krueger.
Guests Present: Kinner & Company Auditing Firm, Rebecca Towne and Mike Debbaut.

OPEN FORUM/GUESTS

Rebecca Towne, Auditor from Kinner & Company was present to go over the 2022 financial statements and supporting documents. Both a federal and a state audit was completed due to the USDA loan requirements. The financial statements present fairly which means the city received an unqualified opinion which is the highest you can achieve. Questions were then welcomed. A motion to approve the audit was made by Brooks, second by Christensen. Motion carried unanimously. She then left the meeting.

CONSENT AGENDA

A motion to approve the consent agenda items was made by Zwach, second by Brooks. Motion carried unanimously.

January 23, 2023 Minutes
Claims Payable

REPORTS & REQUESTS

The three bids received for the '85 Pumper were then opened. A motion to accept the high bid from Mike Debbaut in the amount of \$4,000.00 was made by Brooks, second by Olson. Motion carried unanimously. These funds from the sale will go into the Truck Fund savings account.

Fire Chief Matt Krueger then went over his report which was included in the packet.

A motion to purchase decals for four fire trucks for an amount of \$620.00 from CE Signs was made by Christensen, second by Brooks. Motion carried unanimously.

A motion to purchase a drill to operate the auger for an amount of \$299.00 from Running's was made by Zwach, second by Christensen. Motion carried unanimously.

In the near future the Fire Department would like to invite the area township officials into the fire hall to have a tour of the fire hall and the equipment.

A motion to approve the SW Mutual Aid Agreement was made by Olson, second by Christensen. Motion carried unanimously.

Public Works Director Duscher will be attending the MN Rural Water Conference March 7 – 9, 2023 in St. Cloud.

A motion to hire Kent Miller as a temporary snowplow operator when Public Works Director Duscher is out of town at a rate of \$20.00 an hour was made by Christensen, second by Olson. Motion carried unanimously.

Mayor Weber will be attending the Newly Elected Conference next week in Alexandria.

Councilmember Olson inquired about the policy on loose animals. The animal ordinance was explained. Letters are sent first and if no action is taken by the resident then the Redwood County Sheriff is contacted for the resident to be ticketed. Clerk/Treasurer Snyder will be attending the MCFOA Conference March 21 – 24, 2023 in St. Cloud. She has been working with the bond counsel and USDA in able to close out the loan and a closing date will be set. Councilmember Zwach inquired if anymore has been done in regard to the park shelter, and at this time it has not.

UNFINISHED BUSINESS

Board of Appeal and equalization training was taken only by Councilmember Brooks.

Mower quotes were reviewed. Used and new was discussed. If the city would purchase a used mower we would not get the government discount or the warranty. Recommendation would be to keep the current mower and purchase a zero turn. Talk of the banning of gas mowers was discussed. The city does have an equipment fund for items like this. No action was taken at this time.

The complaint form/policy will be updated to include the mayor email address. Councilmember Zwach had some wording items that she would like changed and these will be done. Councilmember Christensen commented that the city also receives compliments.

NEW BUSINESS

A motion to approve the Fire Contracts was made by Brooks, second by Zwach. Motion carried unanimously.

The Personnel Policy will be updated to reflect the addition of the Juneteenth holiday effective 8/1/2023.

ADJOURN

A motion to adjourn the meeting at 6:45pm was made by Zwach, second by Christensen. Motion carried unanimously.

Betsy Snyder

City Clerk/Treasurer

Approved at the regular meeting held on March 27, 2023

CITY OF MILROY

Regular City Council Meeting
March 27, 2023

CALL TO ORDER

Mayor Weber called the meeting to order at 6:00 pm and the pledge of allegiance was recited.
Council Members Present: John Christensen, Drew Olson and Renee Zwach.
Staff Present: Clerk/Treasurer Betsy Snyder and Public Works Director, Dean Duscher.

CONSENT AGENDA

A motion to approve the consent agenda items was made by Zwach, second by Christensen. Motion carried unanimously.

February 27, 2023 Minutes
Claims Payable
Resolution #7-2023 – Accepting Donation
Resolution #8-2023 – Authorizing Sale of Bonds \$1,976,500
Resolution #9-2023 – Authorizing Sale of Bonds \$64,408

REPORTS & REQUESTS

The fire department report was included in the packet. A motion to approve the Milroy Fire Relief Association application for lawful gambling was made by Zwach, second by Christensen. Motion carried unanimously.

Public Works Director Duscher reported the shop heater is installed. Fire hydrant repairs will be done once the weather is suitable. Sump pumps should be outside and a notice will be posted. The tree pile at the ponds will be burned. The MN Department of Health is conducting a lead line survey and he is working with them to complete this.

Clerk/Treasurer Snyder reported the USDA loan closing date is April 7, 2023 at 11:00 a.m. She is currently working with the Baseball Association in regard to their new liquor license due to a few items which need to be addressed with the state. She then thanked the council and council members before them for allowing her to be a part of the MN Clerk's and Finance Officers Association and serving on the board, most recently as President. She was presented a plaque for serving as the President at the annual MCFOA Conference which was held in March. She now sits on the board for the next year serving as Past President.

UNFINISHED BUSINESS

The purchase of a mower was then discussed. Public Works Director Duscher brought forward his concerns of taking the cab off the current machine for safety reasons. For the last few years the city has opted to not hire summer help, therefore he believes by having a zero turn mower he could cut his mowing time in half. The city does have an equipment fund for items like this. No action was taken at this time. Overtime in the summer will be compiled for the last 5 years for the council to review.

A meeting will be set with the lions prior to the loan closing on April 7, 2023 to discuss the Park shelter project.

NEW BUSINESS

The City Wide Clean Up will be June 23 – 26, 2023.

ADJOURN

A motion to adjourn the meeting at 6:26pm was made by Zwach, second by Christensen. Motion carried unanimously.

Betsy Snyder
City Clerk/Treasurer
Approved at the regular meeting held on April 24, 2023

CITY OF MILROY

Special City Council Meeting – Board of Equalization

April 17, 2023

CALL TO ORDER

Mayor Weber called the meeting to order at 5:00 pm. Those in attendance were: Council Members Colleen Brooks, Renee Zwach, Clerk/Treasurer, Betsy Snyder, Redwood County Assessors Jesse Jacobson and Brad Zimmer.

There were no residents present at the meeting with questions. There were seven sales within the city. There was an across the board increase in property values within the city of 16%, commercial property increased 7.5% and tillable land went up 57%.

ADJOURN

A motion to adjourn the meeting at 5:30pm was made by Zwach, second by Brooks. Motion carried unanimously.

Betsy Snyder

City Clerk/Treasurer

Approved at the regular meeting held on April 4, 2023

CITY OF MILROY

Regular City Council Meeting
April 24, 2023

CALL TO ORDER

Acting Mayor Brooks called the meeting to order at 6:00 pm and the pledge of allegiance was recited.
Council Members Present: John Christensen, Drew Olson and Renee Zwach.
Staff Present: Clerk/Treasurer Betsy Snyder, Public Works Director, Dean Duscher and Fire Chief Matt Krueger.
Guests Present: Steve and Debbie Todd.

CONSENT AGENDA

A motion to approve the consent agenda items was made by Zwach, second by Christensen. Motion carried unanimously.

March 27, 2023 Minutes
Claims Payable
LU Permit #1-2023 – 202 Lexington Street
LU Permit #2-2023 – 400 Prospect Street
LU Permit #3-2023 – 501 Euclid Avenue

REPORTS & REQUESTS

The fire department report was included in the packet. A motion to approve the Fire Contract with Stanley Township was made by Christensen, second by Olson. Motion carried unanimously. A motion to approve the purchase of two portable lights with batteries was made by Olson, second by Christensen. Motion carried unanimously. A motion to approve the purchase of hoods, gloves and name patches was made by Zwach, second by Christensen. Motion carried unanimously. The 112 acre CRP burn is designated to be done By May 15th. Fireman Joe Schimerowski has completed and passed his Firefighter I and II classes.

Public Works Director Duscher had a request from the Milroy City Cemetery to allow them to put their extra brush from cutting down trees at the cemetery across the road at the city brush pile. A motion was made by Christensen, second by Zwach to allow the dumping of the extra brush. He also reported on the meeting held on April 7th with the Milroy Lions and the updates to the Park shelter house.

Clerk/Treasurer Snyder will be attending the Region 5 training April 27, 2023 in Gaylord, MCFOA Board meeting May 4, 2023 in St. Cloud and the International Institute of Municipal Clerks Conference May 15-18, 2023 in Minneapolis.

UNFINISHED BUSINESS

The purchase of a zero turn mower was discussed. Having a company take off and put the cab on the current mower could potentially cost the city \$1500.00 each time this is done which would be twice a year. No action was taken at this time and some councilmembers asked that this item not come back on the agenda.

The City Wide Clean Up will be June 23 – 26, 2023.

NEW BUSINESS

The city has an interested buyer in the city apartments located at 409 Euclid Avenue. At this time the council will not accept the offer of \$20,000 as they feel the property is possibly worth more. This will be tabled.

No donation will be given to the Redwood County Fair.

The complaint received in regard to the semi parking along Euclid Avenue was discussed. At this time the resident is more concerned with the running trucks that are noisy during the night. The council feels this is a state issue and the city has no authority. Parking is allowed along Euclid and Dean will contact the state in regard to any regulations.

ADJOURN

A motion to adjourn the meeting at 7:00pm was made by Zwach, second by Christensen. Motion carried unanimously.

Betsy Snyder

City Clerk/Treasurer

Approved at the regular meeting held on May 22, 2023

CITY OF MILROY

Regular City Council Meeting Minutes

Monday, May 22, 2023

CALL TO ORDER

Mayor Weber called the meeting to order at 6:00 p.m. and the pledge of allegiance was recited.

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

Guests Present: Steve and Debbie Todd, Bryan Weber and Tom Marks.

CONSENT AGENDA

Motion to approve the consent agenda was made by Brooks, second by Christensen. Motion carried.

April 24, 2023 Minutes

Claims Payable

REPORTS & REQUESTS

Public Works Director Duscher updated the council on the lead /copper sampling, shelter tin, wellhead protection program letter that was in the packet and the repairs to the south pump house. He has located a 2018 used zero turn mower for a cost of \$7,300.

Motion to approve the purchase of the mower was made by Brooks, second by Weber, those in favor Brooks, Weber. Those opposed Olson and Christensen. Motion fails.

Council Member Olson wanted to state to the council that he did not contact the city attorney but his own personal attorney in regards to the issue he is having with the Public Works Director.

Mayor Weber recommended that council members should be attending the newly elected training from the League of MN Cities. This training for her was very informative and she would like to see this as a mandatory training.

Clerk/Treasurer Snyder will be out of the office June 1st, 5th and 6th. Included in the packet from Granite Rock Insurance was an insurance break down sheet.

UNFINISHED BUSINESS

The City Wide Clean Up will be June 23rd – 26th.

The city apartments at 409 Euclid were discussed. Christensen will contact Steve Struchen for his opinion on what the property is worth.

NEW BUSINESS

Motion to adopt Ordinance #2023-1 updated the MN Basic Code was made by Brooks, second by Olson. Motion carried.

At this time the meeting was handed over to Acting Mayor Brooks. Motion to approve the Oasis Bar & Grill Liquor License for new owner Megan Weber was made by Christensen, second by Olson. Weber abstains.

Mayor Weber then took the over the meeting

Updating the city website due to a significant cost increase from our current provider was discussed. There are currently three providers that are being researched. Clerk/Treasurer Snyder has had demos with these companies and is currently waiting for a cost quote.

Live streaming the city council meeting using Facebook will be done for the June meeting.

Debbie Todd then addressed the council in regard to the email she sent to all Council Members. She stated that she was embarrassed by the behavior of the council at the April meeting. Debbie then had a few questions for the council in regard to overtime vs compensatory time, and how dedicated she feels the public works director is to his position. She

also asked why salary reviews are discussed at an open vs a closed meeting. She also was not satisfied with the response Council Member Zwach gave her in regard to the semi parking along Hwy 68/Euclid Avenue. She questioned if a crosswalk could be put across the highway from her corner of Euclid/Cedar to across the street to the Catholic Church corner. It was explained that this could be done if the city gets permission from the state and does the upkeep. She also stated she is not trying to cause any issues with the council but is here to learn about the city. She inquired about Fun Fest, but at this time the committee has dissolved and the city is not allowed to hold fundraisers. Also having a meet and greet with local officials.

ADJOURN

Motion to adjourn the meeting at 6:35 p.m. was made by Christensen, second by Olson. Motion carried.

Approved this 26th day of June, 2023.

Betsy Snyder, City Clerk/Treasurer

CITY OF MILROY

Regular City Council Meeting Minutes

Monday, June 26, 2023

CALL TO ORDER

Mayor Weber called the meeting to order at 6:00 p.m. and the pledge of allegiance was recited.

Present: Mayor Weber, Council Members Brooks, Christensen, Olson and Zwach. Also present were Clerk/Treasurer Snyder, Public Works Director Duscher and Fire Chief Matt Krueger.

Guests Present: Steve and Debbie Todd and Tom Marks.

MINUTES

Motion to approve the May 22, 2023 Regular City Council minutes was made by Brooks, second by Christensen. Motion carried.

CONSENT AGENDA

Motion to approve the consent agenda was made by Zwach, second by Brooks. Motion carried.

Claims Payable

LU Permit #4-2023 – 101 Lorrain Street

LU Permit #5-2023 – 101 Lorrain Street

Milroy Lions 1- 4 Day Liquor License

Milroy Relief Association 1- 4 Day Liquor License

ORDINANCES/RESOLUTIONS

A motion to approve Resolution #10-2023 – Accepting Donations was made by Zwach, second by Christensen. Motion carried.

OPEN FORUM

No guests addressed the council.

REPORTS & REQUESTS

The fire department report was included in the packet. The Milroy Relief Association will be holding their annual supper feed on August 14, 2023 at the Milroy City Park. A motion to approve the blocking off of Railroad/Marion or Superior Street for a training exercise on July 10, 2023 was made by Brooks, second by Christensen. Motion carried. They will be taking the trucks to the Milroy Yankee and the Milroy Irish Baseball fields in July. A motion to approve the purchase of hats and pencils for the baseball gatherings and parades was made by Christensen, second by Olson. Motion carried. They will be reapplying for a DNR grant for new lockers in the Fire Hall.

Public Works Director Duscher updated the council on the water tower leak . The city turned this over to their insurance company in case this was caused by a lightning strike, which is determined by doing a lightning study in the area. The wellhead protection plan meeting with the MN Dept. of Health was held at City Hall on June 12, 2023, as a small city they will guide us through the process at no cost. The tin is in for the shelter house and the concrete by the small door needs to be cut out and replaced. A motion to replace this concrete was made by Brooks, second by Olson. Motion carried. Council Member Zwach added that in the future when something out of the ordinary happens within the city, for example the water tower leak, she would appreciate if in the future he could shoot the council a text or an email to let them know what is happening.

Council Member Olson inquired about past practice as to how a disagreement or a no vote was handled amongst employees and councilmembers. He also inquired if he is allowed to fill out a complaint form when serving on the council. The clerk stated that she does not remember so much conflict and yes he is allowed to fill out a complaint form. He inquired about retaliation. Whether on city time or your own time both councilmembers and staff should act professional.

Motion to change the July meeting date to July 17, 2023 @6pm due to council member conflicts was made by Olson, second by Christensen. Motion carried.

Clerk/Treasurer Snyder reported the Milroy Yankees have also turned in a claim to the city insurance company in regard to the flooding of the concession and field area as they were to have a game that day and were unable to host causing lost revenue. Also as of June 15, 2023 she has been hired as the Administrative Assistant for the Municipal Clerk's and Finance Officers Association (MCFOA).

UNFINISHED BUSINESS

The City Wide Clean Up went well. Options to host another this year or just have more dumpsters at the beginning of the cleanup for 2024 were discussed.

Motion to approve the quote from Rural Water Impact & Municipal Impact for a cost of \$1,004.00 for an annual subscription and set up fee for a new website was made by Zwach, second by Brooks. Motion carried.

Council member Christensen was unable to contact Steve Struchen for his opinion on what the property at 409 Euclid Ave. is worth and will try again for the July meeting.

NEW BUSINESS

Motion to approve the Milroy Baseball Liquor License was made by Christensen, second by Olson. Motion carried.

The ordinance violation letter sent to a resident who has chickens was discussed. Per Ordinance the city does not allow any farm animals. Mayor Weber spoke to the resident as they cited that they were using these chickens (2) as Emotional Support Animals. The League of MN cities/City Attorney will be contacted as to the cities position.

Performance Reviews and how to conduct these were discussed. A list of items will be prepared and printed for the council for the July meeting.

The 2024 budget will be printed for council for the July meeting.

MAYOR/COUNCIL ITEMS

July 4 – Fourth of July Observed – All City Offices Closed

July 17 – City Council Meeting (*Change*)

ADJOURN

Motion to adjourn the meeting at 6:44 p.m. was made by Brooks, second by Zwach. Motion carried.

Approved this 17th day of July, 2023.

Betsy Snyder, City Clerk/Treasurer

CITY OF MILROY

Regular City Council Meeting Minutes

July 17, 2023

CALL TO ORDER

Mayor Weber called the meeting to order at 6:00 p.m. and the pledge of allegiance was recited.

Present: Mayor Weber, Council Members Brooks, Christensen, Olson and Zwach. Also present were Clerk/Treasurer Snyder, Public Works Director Duscher and Fire Chief Matt Krueger. Guests Present: Steve Todd, Debbie Todd and Tom Marks.

MINUTES

Motion to approve the June 26, 2023 Regular City Council minutes was made by Brooks, second by Zwach. Motion carried.

CONSENT AGENDA

Motion to approve the consent agenda was made by Zwach, second by Brooks. Motion carried.

Claims Payable

LU Permit #6-2023 – 201 Superior Street

ORDINANCES/RESOLUTIONS

Motion to approve Resolution #11-2023 – Accepting Reimbursement was made by Zwach, second by Christensen.

Motion carried.

OPEN FORUM

No guests addressed the council.

REPORTS & REQUESTS

Public Works Director Duscher updated the council on the city park shelter house. There will be a meeting on July 19th to do an eleven month street project inspection.

Mayor Weber has spoken again to the resident with the chickens. They plan to follow through with trying to obtain a license for this chicken as a ESA animal (Emotional Support). The clerk has contacted the League of MN Cities in regard to this but has not heard back on the issue. The clerk stated that the city should implement a fee for an emotional support animal, require the resident to obtain a variance and request a copy of the mental health letter. Putting procedures in place will be discussed once more information is obtained.

Council Member Christensen inquired about the property at 305 Superior Street and how it's starting to look in rough shape. It was stated the owner is in the process of fixing it up.

Council Member Brooks will not be at the September meeting.

UNFINISHED BUSINESS

The Apartments at 409 Euclid were discussed. The city would sell but feels they are worth more than what was offered.

The city website address is milroy.municipalimpact.com and is currently a work in progress.

NEW BUSINESS

A special meeting will be held on August 7, 2023 to discuss the 2024 budget and to conduct performance reviews.

MAYOR/COUNCIL ITEMS

August 28 – City Council Meeting

August 15-17 – City Office Closed

ADJOURN

Motion to adjourn the meeting at 6:15 p.m. was made by Zwach, second by Christensen. Motion carried.

Approved this 28th day of August, 2023.

Betsy Snyder, City Clerk/Treasurer

CITY OF MILROY

Special City Council Meeting – Wages/Budget/Street Closing/Cannabis Ordinance
August 7, 2023

CALL TO ORDER

Mayor Weber called the meeting to order at 6:00pm and the pledge of allegiance was recited. Present: Mayor Weber, Council Members Brooks, Zwach, Olson and Christensen. Also present were Clerk/Treasurer, Betsy Snyder and Public Works Director, Dean Duscher. Guests Present: Bryan Weber, Steve Todd and Debbie Todd.

EMPLOYEE REVIEWS

The council then conducted reviews for both the Clerk/Treasurer and the Public Works Director. A recommendation was made to give a 4% Cost of Living raise to these two positions and a .50 raise for the custodian. No decision was made at this time.

BUDGET

The 2024 budget was reviewed this will be updated for council at the August 28th meeting.

STREET CLOSING

At this time the meeting was handed over to Acting Mayor Brooks. Motion to approve the street closing adjacent to the Oasis Bar & Grill Liquor to hold a street dance on August 26, 2023 was made by Olson, second by Christensen. Weber abstains.

Mayor Weber then took the over the meeting.

CANNABIS ORDINANCE

Motion to approve the Cannabis Ordinance was made by Brooks, second by Olson. Motion carried unanimously.

ADJOURN

Motion to adjourn the meeting at 5:35pm was made by Brooks, second by Christensen. Motion carried unanimously.

Approved this 28th day of August, 2023.

Betsy Snyder, City Clerk/Treasurer

CITY OF MILROY

Regular City Council Meeting Minutes

August 28, 2023

CALL TO ORDER

Mayor Weber called the meeting to order at 6:00 p.m. and the pledge of allegiance was recited.

Present: Mayor Weber, Council Members Brooks, Christensen, Olson and Zwach. Also present were Clerk/Treasurer Snyder and Public Works Director Duscher. Guests Present: Steve and Debbie Todd.

MINUTES

Motion to approve the July 17, 2023 Regular City Council minutes and the August 7, 2023 Special meeting minutes was made by Christensen, second by Brooks. Motion carried.

CONSENT AGENDA

Motion to approve the consent agenda was made by Zwach, second by Christensen. Motion carried.

Claims Payable

LU Permit #7-2023 – 207 Euclid Avenue

LU Permit #8-2023 – 602 Cedar Street

LU Permit #9-2023 – 103 Prospect Street

ORDINANCES/RESOLUTIONS

Motion to approve Resolution #12-2023 – Accepting of Voting Operations was made by Brooks, second by Zwach. Motion carried.

Motion to approve Resolution #13-2023 – Allowing Workers Compensation Insurance for Elected Officials was made by Zwach, second by Christensen. Motion carried.

OPEN FORUM

Debbie Todd then addressed the council in regards to the special meeting that was held to discuss three items. Two which were discussed and approved and a third; employee wages which only discussion was had, and no decision was made. She felt the information requested by the council for this meeting was given to them but they were unprepared. She also referenced comments made by the council about employees, benefits, wages and health insurance. She proposed a list of questions that she would like addressed by the council. The council agreed to respond to her questions in writing.

REPORTS & REQUESTS

The fire department will be taking a truck to the Tracy Box Car Days parade.

Public Works Director Duscher updated the council on the city park shelter house and the lead and copper testing that was done.

Mayor Weber has concerns about rental property and renters within the city. The landlords will be invited to the September meeting to discuss various issues and concerns.

Council Member Brooks will not be at the September meeting.

UNFINISHED BUSINESS

The Apartments at 409 Euclid were discussed. The city will accept sealed bids for this property and open them at the September meeting.

Performance reviews/wages discussed. The reviews that were given to the council to fill out were asked to be returned to be placed in the employees files. Only one councilmember returned these forms. It was stated by multiple councilmembers that they don't stop in and see the employees and are not sure of all the duties they do. Shadowing these employees for a day was discussed.

*Motion to increase all three employees (3) pay by 4% was made by Brooks, second by Weber.
All in favor: Weber and Brooks.*

Opposed: Olson, Christensen, and Zwach. Motion Fails

Motion to increase all three employees (3) pay by .25 an hour was made by Olson, second by Christensen.

All in favor: Olson, Christensen, Zwach, Weber.

Opposed: Brooks. Motion Passes

Motion to approve Resolution #14-2023 – Adopting Proposed Levy was made by Brooks, second by Christensen. Motion carried.

NEW BUSINESS

The 2024 Health Insurance Plan renewal was reviewed. Also discussed was the 2023 Health Insurance refund and how to disperse these monies. This item will be tabled until the September meeting.

Motion to approve the contract for assessing services with Redwood County was made by Zwach, second by Christensen. Motion carried.

MAYOR/COUNCIL ITEMS

September 25 – City Council Meeting

September 7, 8, 13, 14 – City Office Closed

ADJOURN

Motion to adjourn the meeting at 7:00 p.m. was made by Brooks, second by Christensen. Motion carried.

Approved this 25th day of September, 2023.

Betsy Snyder, City Clerk/Treasurer

CITY OF MILROY

Regular City Council Meeting Minutes

September 25, 2023

CALL TO ORDER

Councilmember Zwach called the meeting to order in the absence of Mayor Weber and Acting Mayor Brooks at 6:00 p.m. and the pledge of allegiance was recited.

Present: Council Members Christensen, Olson and Zwach. Also present were Clerk/Treasurer Snyder and Public Works Director Duscher. Guests Present: Steve and Debbie Todd, Kent and Kelsi Miller, Melvin Welu and Sunny Ruthchild.

MINUTES

Motion to approve the August 28, 2023 Regular City Council minutes was made by Christensen, second by Olson. Motion carried.

CONSENT AGENDA

Motion to approve the consent agenda was made by Christensen, second by Olson. Motion carried.
Claims Payable

OPEN FORUM

Debbie Todd then addressed the council in regards to the questions she had asked of them at the August meeting. The council stated they would give the answers to her in writing. Debbie did state she had found answers to three of her four questions. She asked when the last time the pay scales were updated. Councilmember Zwach stated the council would answer these questions but would not call a special meeting to do so and that she would be getting a letter.

Kent Miller inquired about any plans for expansion in the City of Milroy. Dan Christensen has platted lots in the past and they are currently all sold. If he would purchase a lot on the south side of the city, services would need to be available to the property and the city would make these available once a purchase and building plans are received.

REPORTS & REQUESTS

The DNR came to the city and looked at the current equipment that the fire department has from them. The '07 Pumper will have a pump test done. Fire Prevention week is October 9 – 13, the school kids will be coming to the Fire Hall on 10/13 and then they will also do a fire drill at the school this same day.

Motion to accept the resignation of Luke Walling from the fire department was made by Christensen, second by Olson. Motion carried.

Public Works Director Duscher updated the council on the well inspections that were done by Their Well.

Council Member Olson inquired about individuals hunting at the ponds. Public Works Director Duscher stated that is not allowed with the city MPCA permit. He also inquired about the volleyball net that is on city property along the north end of Lorrain Street. Addressing this next spring with the individuals using the city property will be done.

Councilmember Christensen stated he wants to ask the community about ideas to get the fitness center to break even without the city supplementing it. Clerk/Treasurer Snyder stated the fitness center is not losing funds at this time but maintaining. A Fall Special will be run again with special pricing.

UNFINISHED BUSINESS

The issues/concerns with renters were then discussed with the landlord's that were present. It was pointed out that the city does not have any control over who the homes/apartments are rented to. If there are concerns the landlords or the sheriff's department can be contacted. Reinventing the Milroy EDA and members was discussed. Melvin Welu, Kent /Kelsi Miller Debbie/Steve Todd are all willing to be a part of this committee. Prior to any meetings being scheduled, the council will need to review the current EDA bylaws and devise what they expect from the committee.

The bids for the Apartments at 409 Euclid were then opened. One bid was received from Melvin Welu in the amount of \$20,000.00. It was stated at this time the council needs more information in regard to the repairs that are needed before the city decides to sell the property. The bid was not accepted.

The bids for the shelter tin that was removed were then opened. One bid was received from Joe Cauwels in the amount of \$82.50. Motion to accept the bid was made by Olson, second by Christensen. Motion carried.

Motion to approve the 2024 Health Insurance plan renewal was made by Christensen, second by Olson. Motion carried.

Health Insurance refund disbursement, review of the current employee health insurance policy and speed signs will be tabled until the October meeting.

NEW BUSINESS

The Open Meeting Law memo from the city attorney was included for all council Members to review.

MAYOR/COUNCIL ITEMS

October 9 – Columbus Day Observed

October 23 – City Council Meeting

ADJOURN

Motion to adjourn the meeting at 6:50 p.m. was made by Christensen, second by Olson. Motion carried.

Approved this 23rd day of October, 2023.

Betsy Snyder, City Clerk/Treasurer

CITY OF MILROY

Regular City Council Meeting Minutes

October 23, 2023

CALL TO ORDER

Mayor Weber called the meeting to order at 6:00 p.m. and the pledge of allegiance was recited.

Present: Mayor Weber, Council Members Brooks, Christensen and Olson. Also present were Clerk/Treasurer Snyder, Public Works Director Duscher and Fire Chief Krueger. Guests Present: Steve and Debbie Todd, Kent Miller and Tom Marks.

MINUTES

Motion to approve the September 25, 2023 Regular City Council minutes was made by Brooks, second by Olson. Motion carried.

CONSENT AGENDA

Motion to approve the consent agenda was made by Christensen, second by Brooks. Motion carried.

Claims Payable

LU Permit #10-2023 – 106 Prospect Street

LU Permit #11-2023 – 201 Lorrain Street

ORDINANCES/RESOLUTIONS

Motion to approve Resolution #15-2023 – Authorizing assessment of unpaid bills was made by Christensen, second by Brooks. Motion carried.

Motion to approve Resolution #16-2023 – Opting to join the statewide Volunteer Firefighter Plan administered by PERA was made by Christensen, second by Brooks. Motion carried.

REPORTS & REQUESTS

Fire Chief Krueger then went over the retirement plan that the council has approved them to join. He gave an update on the DNR equipment that the city is requesting to give back and the generator that they are also requesting. The pump test done on the '07 Pumper was completed and passed. The department will be handing out treats at the Fire Hall on Halloween. He also brought to the council attention the turn out gear which is out of date and needs to be replaced. FEMA grants have been applied for to help with these costs, but none has been awarded.

Public Works Director Duscher updated the council on hydrant flushing and street sweeping. He also requested to use the city tractor for hayrides at the school similar to last year. Motion to allow the use of the city tractor was made by Christensen, second by Olson. Motion carried.

Council Member Olson inquired about a fire call bill that was sent to a resident. The concern from this resident is that it stated final notice on the billing. It was explained that these are generally turned over to the individuals insurance company with only one notice being sent.

UNFINISHED BUSINESS

Motion to distribute \$500.00 to each individual on the health reimbursement plan was made by Olson, second by Christensen. Olson, Christensen approved, Weber, Brooks opposed. Motion fails. This will be tabled as the history of these paybacks will be reported on next month.

The employee Health Insurance Policy was tabled.

Two quotes were received for the speed signs. Motion to accept the quote from Traffic Logic for \$5,660.00 for two signs was made by Christensen, second by Brooks. Christensen, Brooks, Weber in favor, Olson opposed. Majority rules Motion carried.

The EDA by-laws will be updated for approval at the November meeting.

NEW BUSINESS

Motion to approve moving up to \$300,000 to a 17month CD and opening a \$200,000 savings account was made by Christensen, second by Brooks. Motion carried.

The 2024 fee schedule was tabled.

Motion to pay in full the Judicial Ditch 15 invoice in the amount of \$26,271 was made by Christensen, second by Brooks. Motion carried.

Quotes will be received for the camera system to be upgraded.

MAYOR/COUNCIL ITEMS

November 10 – Veterans Day Observed

November 23 – Thanksgiving Day Observed

November 27 – City Council Meeting

ADJOURN

Motion to adjourn the meeting at 6:45 p.m. was made by Christensen, second by Olson. Motion carried.

Approved this 27th day of November, 2023.

Betsy Snyder, City Clerk/Treasurer

CITY OF MILROY

Regular City Council Meeting Minutes

November 27, 2023

CALL TO ORDER

Mayor Weber called the meeting to order at 6:00 p.m. and the pledge of allegiance was recited.

Present: Mayor Weber, Council Members Brooks, Christensen, Olson and Zwach. Also present were Clerk/Treasurer Snyder, Public Works Director Duscher and Fire Chief Krueger. Guests Present: Kent Miller and Tom Marks.

MINUTES

Motion to approve the October 23, 2023 Regular City Council minutes was made by Brooks, second by Olson. Motion carried.

**At this point in the meeting there was much disagreement and misunderstanding as to how the city works and who does what jobs. Councilmember Zwach questioned agenda items, who makes the agenda, consent agenda and where passwords are kept. Councilmember Olson brought up items that were on the agenda that he stated were already discussed and voted on at the last meeting and he wanted the items removed, even though Councilmember Brooks had requested more information on the health insurance refund disbursement over the past years. Motion to remove from the agenda the health insurance refund disbursement item under unfinished business was made by Olson, second by Christensen. Motion carried.

CONSENT AGENDA

Motion to approve the consent agenda was made by Zwach, second by Olson. Motion carried.

Claims Payable

ORDINANCES/RESOLUTIONS

Motion to approve Resolution #17-2023 – Designating Polling Place, #18-2023 – Approving Final Levy, #19-2023 Requesting Vehicle Speed Feedback Signs was made by Brooks, second by Olson. Motion carried.

REPORTS & REQUESTS

Fire Chief Krueger then updated the council on the Region 13 fire meeting they are hosting this evening, generator from Clinton Township and the '07 Pump testing. He has received a quote from Emergency Apparatus Maintenance for the '07 repairs in the amount of \$1,502.00. Motion to accept the quote from Emergency Apparatus in the amount of \$1,502.00 was made by Christensen, second by Olson. Motion carried.

Motion to approve moving \$71,683 each, to an 11 month and a 17month CD, with the remainder of funds to stay in the Truck Fund Savings account, was made by Christensen, second by Olson. Motion carried.

Public Works Director Duscher updated the council on the repairs to the hot water heater at the EDA apartments.

Councilmember Zwach wanted to follow up about where the passwords are kept by the City Clerk/Treasurer. Mayor Weber explained that she has looked into this and what she is told is that the passwords should be maintained by the Clerk/Treasurer not anyone else, because that is part of the job. Mayor Weber also stated this should not be a trust issue with the Clerk/Treasurer as she is the one using and maintaining these passwords. Councilmember Zwach stated trust was not the issue as she is worried if Clerk/Treasurer Snyder would die. She is also bringing it up again as it was never addressed. Mayor Weber stated this was only brought up to her in her bar business which is not the time or place. Clerk/Treasurer Snyder stated all she needed to do was to ask her the protocol which is; the passwords are kept on the city computer and in the fire safe file cabinet. Again Mayor Weber explained that these passwords are to conduct city business and do not belong in any councilmembers possession.

Clerk/Treasurer Snyder updated the council on the Earned Safe and Sick Time which will need to be implemented by January 1, 2024. A draft policy will be brought to the December meeting.

UNFINISHED BUSINESS

A discussion was then had in regard to trading in the mower deck/tractor and also purchasing a zero turn mower and only using the tractor for snow removal. Different brands and asking residents what they think was discussed. This will be tabled until the December meeting.

Motion to approve the EDA bylaws with the updates requested for the next meeting was made by Olson, second by Christensen. Motion carried.

Motion to approve the 2024 fee schedule was made by Christensen, second by Brooks. Motion carried.

NEW BUSINESS

Christmas décor was discussed. For 2023 the city will put lights on the areas where the Welcome to Milroy sign is as you come into town. Councilmember Olson has agreed to donate his time and some lights for this area. In the future the possibility of have a sponsor for the street light poles was discussed.

MAYOR/COUNCIL ITEMS

December 18 – City Council Meeting

ADJOURN

Motion to adjourn the meeting at 7:00 p.m. was made by Zwach, second by Christensen. Motion carried.

Approved this 18th day of December, 2023.

Betsy Snyder, City Clerk/Treasurer

CITY OF MILROY

Regular City Council Meeting Minutes

December 18, 2023

CALL TO ORDER

Mayor Weber called the meeting to order at 6:00 p.m. and the pledge of allegiance was recited.

Present: Mayor Weber, Council Members Brooks, Christensen, Olson (6:03pm) and Zwach. Also present were Clerk/Treasurer Snyder, Public Works Director Duscher and City Attorney Kevin Passe. Guests Present: Kent Miller, Deb and Steve Todd, Jeff and Sharri VanDeWiele, Bryan Weber, Sue Thoof and Shane VanDerostyne.

MINUTES

Motion to approve the November 27, 2023 Regular City Council minutes was made by Brooks, second by Christensen. Motion carried.

CONSENT AGENDA

- Claims Payable

Motion to approve the consent agenda was made by Christensen, second by Brooks. Motion carried.

ORDINANCES/RESOLUTIONS

- Resolution #20-2023 – Setting Fees
- Resolution #21-2023 – Designating Fund Balances
- Resolution #22-2023 Authorizing Claims

Councilmember Zwach had a question about the difference in price between a photocopy and a copy of an Ordinance per page. It was explained that these fees were approved last month and are now being introduced in Resolution form.

These fees will be evaluated next year when reviewed.

Motion to approve these three resolutions was made by Brooks, second by Zwach. Motion carried.

OPEN FORUM

Debbie Todd then read a statement in regard to the behavior of the council the past nine months in which she and her husband Steve have been attending. She referenced procedures, training, term limits, council job descriptions and pay, employee raises and reviews and council members being unprepared for council meetings.

REPORTS & REQUESTS

Assistant Chief Duscher reported the '07 Pumper has been repaired. The CRP burn that was to be done last fall will be done shortly. They will again be applying for a FEMA grant.

Public Works Director Duscher updated the council on the speed signs which should be delivered this week.

Councilmember Olson and Duscher put Christmas lights on the welcome sign coming into town. The big tractor is currently at Weltsch Equipment getting repairs done.

Mayor Weber then reported the City Attorney was present at the meeting because the meetings have not been going well. The League of MN Cities does offer a mediator for no cost to help the council in navigating these issues. Every council member would have to agree to allow the League to come in and if not the city attorney would be used and that will be a cost to the city.

Councilmember Christensen then asked if questions could be directed to the city attorney. Christensen wanted to know what the procedure is when violating the open meeting law. City Attorney Passe stated any resident can report a violation to the state. Christensen also wanted to know proper procedure of being accused of violating the open meeting law at an open council meeting. Passe explained that this might not be appropriate but it is not a violation of the open meeting law. Christensen then asked if this accusation puts the city in jeopardy with the league and the city insurance. Passe stated accusing someone of violating the open meeting law would not necessarily put the city in jeopardy but actually violating the law would. Mayor Weber asked if it is appropriate for council members during a meeting to be on their phones texting other members or residents. Passe stated it might not violate the open meeting law but it would an issue of respect.

Clerk/Treasurer Snyder followed up with the council about the email sent for the upcoming 2024 Elected Leaders training. If any council member wants to attend they should let her know and she will make the arrangements.

UNFINISHED BUSINESS

Mower trade was discussed. Public Works Director Duscher did get a few more quotes on a zero turn but would like to stay with the John Deere. Council member Olson has not had ample time to visit with residents and get their opinions on this purchase; therefore he is not ready to make a decision. Council member Christensen would like to know how purchasing a zero turn would save the city money. Duscher explained the zero turn will save hours when mowing and not putting the mower deck back onto the other tractor/mower will save money when trading in due to not putting all the hours on it for mowing. Christensen then asked how much money would that save the city. Duscher cannot give that answer off the top of his head but could have done some research if that was asked prior to the meeting. Duscher also wanted the council to be aware that this equipment no longer has a warranty. This will be tabled until the January meeting.

Earned Safe and Sick Time (ESST) was discussed. Councilmember Zwach stated the employees currently receive ample time and do not need any added. The city can choose to do this but the hours still need to be tracked for all employees. Mayor Weber will do some research on this for the January meeting.

NEW BUSINESS

The repairs to the digital sign were discussed. The cost is 2,160.00. The city has spoken with the Milroy Lions and it has been discussed that the city would pay ½ and the lions would pay ½.

The computer and camera quotes were then reviewed. Motion to approve the city shop and city hall computer quote from Computers and Beyond with modifications was made by Brooks, second by Zwach. Motion carried. Motion to approve the camera quote from Computers and Beyond with modifications was made by Brooks, second by Olson. Motion carried

MAYOR/COUNCIL ITEMS

- December 25/26 – Christmas Observed – City Office Closed
- January 1 – New Year’s Day Observed – City Office Closed
- January 15 – MLK Jr Day Observed – City Office Closed
- January 18/19 – City Office Closed – Attending IIMC Region 6 Meeting
- January 22 – City Council Meeting/*Councilmember Christensen will not be in attendance*

ADJOURN

Motion to adjourn the meeting at 6:48 p.m. was made by Brooks, second by Christensen. Motion carried.

Approved this 22nd day of January, 2024.

Betsy Snyder, City Clerk/Treasurer