

BOVEY CITY COUNCIL MEETING
November 15, 2023
6:00 p.m. Council Meeting
Virtual via Teams or In-Person Club Room

PLEDGE OF ALLEGIANCE

CALL TO ORDER: Mayor Stein called the meeting to order at 6:00 p.m.

ROLL CALL: Members present were Robert Stein, Robert Lawson, Deborah Trbojevich, Nancilyn Meyer and Trevor Guyer.

PRESENT: Staff present were Kevin Odden, Jestine Casey, Alan Johnson, John Dimich, and Bryan Johnson. Also present were Michael Alton, Karyn Surface, Letty Gould, Justin Whirley, Josh Nelson, Steve Hurd, Derek Vekich, Matt Champlin, Sarah Carling, and Troy Otterson.

APPROVE AGENDA: Motion Trbojevich 2nd Lawson to approve the agenda with the following correction: Planning and Zoning item b corrected to “appoint Michael Alton to the Planning and Zoning Commission.” All in favor.

GUESTS:

1. Matt Champlin- First National Agency Coleraine- advised Council that the new park has liability insurance, and the city could obtain \$200K in property damage coverage for \$1,040 per year with a \$250 deductible. This was discussed and tabled until the next meeting.
2. Fusion Tech Representatives Justin Whirley and Josh Nelson introduced themselves to Council and advised on ways to keep IT costs down once Odden fully retires and they take over. They also informed Council on the state’s upcoming double security requirements and advised that there will be costs associated with this upgrade.
3. Beautiful Bovey – Councilperson Meyer explained the Vintage Christmas events taking place on December 2nd. She is anticipating an attendance of approximately 700 people. Activities include horse-drawn hayrides, a bonfire, story time, temporary tattoos for children, cookie decorating, concessions, craft booths, and Santa. Hosting the event costs approximately \$2,000. Meyer requested Council consider donating the apples and peanuts for the treat bags. Motion Trbojevich 2nd Lawson to pay up to \$300 for peanuts and apples out of the gambling fund. Passed with Meyer abstaining.
4. Derek Vekich, Middle School update- Vekich provided Council with prints of the apartment complex design he is planning for the current middle school site. He explained the apartment complex will be a renovation of the existing building, it will not be low income, and it should be completed the spring of 2025. He advised that cleanup is going slower than expected but bank funding for the apartment complex is in place. He requested a letter of support stating that Council is on board and will allow hook up into the city’s infrastructure. He also requested a member of Council attend his upcoming IRRRB meeting, tentatively scheduled for Monday, November 27 at 9:00 a.m. Trbojevich and Meyer volunteered to attend. Motion Guyer 2nd Meyer to approve letters addressed to General and the IRRRB supporting the apartment complex project. All in favor.

5. Troy Otterson, Tavern on the Range- Otterson requested a utility rate reduction and possible credit for some previous charges. The Tavern's current monthly bill is similar to that of a fully occupied, six-unit apartment complex. Odden explained the formula used to determine the monthly bill and advised that there is a meter in the building. A reading could be taken to determine the actual usage. This was tabled until the workshop so additional information could be obtained before making a decision.

CONSENT AGENDA:

1. Minutes from October 18, 2023 Council Meeting
 2. Minutes from October 30, 2023 Joint Council Meeting
 3. Minutes from the November 1, 2023 Workshop
 4. Disbursements for Claims and Payroll
 5. Treasurer Report – October
- Motion Trbojevich 2nd Lawson to approve the consent agenda. All in favor.

DEPARTMENT HEADS & COMMITTEES:

1. Engineer, Alan Johnson
 - a. Snowmobile Trail- the easement options were discussed. Mayor Stein advised that the Snowmobile Club wants the original easement plans. They provided funds to the city based on the original trail plan and a good-faith agreement was made. Council discussed that to rearrange the lots is costly, there are currently no plans for the development, and in good faith the project should move forward as it was approved originally.
 - b. Curb stop for the new shop. Odden inspected it and it's not damaged. It was also televised.
 - c. Public Works Garage – Doors were painted today. All that is left on the punch list is to get the turf established.
 - d. Electrical- The electrician advised Johnson that if anything is incorrect, they can meet on site to discuss with city staff. Odden advised that it appears to be Northern Contracting's issue to resolve.
 - e. Storm Sewer Plans – are ready and can be put out for bids.
2. Police, Bryan Johnson
 - a. Garbage cans are being left on the street. Johnson feels that this is noticeable due to the color of the cans. He advised that cans are left out in Coleraine and don't stick out like they do in Bovey.
 - b. Blight and administrative tickets. Dimich provided information on how administrative tickets work. Motion Trbojevich 2nd Lawson to support the Police Chief in implementing administrative tickets. All in favor.
3. Public Works, Kevin Odden & Rick Rogich
 - a. October Report – Informational.
 - b. RSG- Regional Safety Group – Information was provided to Council and previously discussed at the workshop. Motion Trbojevich 2nd Meyer to join the Regional Safety Group. All in favor.
 - c. 2024 PUC Rates – Odden advised that the street light fund is in the hole and suggested monthly charges increase \$1. Motion Trbojevich 2nd Guyer to set the 2024 PUC monthly rates as follows: water- \$20, sewer -\$46.50, bonding -\$22, capital improvements- \$5.80 and streetlights- \$8.50. All in favor.

- d. Approve 3rd Street Storm Sewer Plans- this was tabled to be approved in December.
 - e. Michael Finckbone CDL Training- Odden advised it's a job requirement and classes cost about \$3,000. Motion Lawson 2nd Trbojevich to approve funding Michael Finckbone's CDL training at a cost of approximately \$3,000. All in favor.
 - f. Joint Public Works Supervisor Contract – Motion Trbojevich 2nd Guyer to approve the contract with a \$0 stipend and a contract review in 30 days. All in favor.
 - g. Public Works Supervisor position- Council advised that they are still accepting applications.
4. Planning & Zoning
- a. Odden resignation - Council was provided with Odden's resignation letter effective December 13, 2023. Motion Trbojevich 2nd Guyer to accept Odden's resignation. All in favor.
 - b. Appoint Michael Alton to the Planning and Zoning Commission – Motion Meyer 2nd Guyer. All in favor.
5. Attorney, John Dimich
- a. Nothing to report.
6. City Council
- a. Utility Report - informational
 - b. CEDA- Sarah Carling advised that she is in the process of talking to other communities about sharing a contract with Bovey. She will update Council at the next workshop. She understands that the city may not be able to approve contracting with CEDA at this time.
 - c. Chapter 7 Ordinance- Motion Trbojevich 2nd Lawson to adopt. All in favor. The clerk will draft a summary to be approved at the next meeting.
 - d. Greenway Yearbook advertising request- Motion Lawson 2nd Trbojevich to approve a half page ad at a cost of \$160 to be paid for out of the gambling fund. All in favor.
7. Fire Board
- a. Nothing to report

Mayor Stein exited the meeting at 7:45 p.m. All further motions passed 4-0 unless noted otherwise.

8. Clerk, Jistine Casey
- a. Resolution 23-1115-01 Unpaid Utility Lien. Motion Trbojevich 2nd Guyer to approve. Roll call: Trbojevich, Guyer, Lawson, Meyer in favor; Stein absent. Passed.
 - b. Resolution 23-1115-02 Rocor Tobacco License- Motion Lawson 2nd Meyer to approve. Roll call: Trbojevich, Lawson, Meyer, Guyer in favor. Stein absent. Passed.
 - c. Resolution 23-1115-03 Rocor Off-Sale – Motion Lawson 2nd Guyer to approve. Roll call: Lawson, Meyer, Guyer, Trbojevich in favor. Stein absent. Passed.

d. Resolution 23-1115-04 Tavern on the Range Liquor License - Motion Meyer 2nd Guyer to approve contingent upon property tax payment, proof of insurance, and payment of licensing costs. Roll call: Lawson, Meyer, Guyer in favor; Trbojevich abstained; Stein absent. Passed.

Mayor Stein returned to the meeting at 7:55 p.m. All further motions passed 5-0 unless noted otherwise.

e. Request to close the following sick leave accounts: DeGuseppi, O'Toole, & Hussman. Motion Lawson 2nd Meyer to permit closure of the listed accounts. All in favor.

f. Budget- The Truth and Taxation meeting is scheduled for December 6th. Casey will prepare paperwork listing a few properties potential taxes with various tax increases. Sarah Carling said the calculation method can be obtained from the County and advised that she can reach out if need be. Casey will contact her if she is unable to obtain.

g. House Numbers – the city has received complaints from delivery drivers of many houses with no numbers. The clerk will put something on the city website.

- CORRESPONDENCE:**
1. CBT meeting minutes- informational
 2. Greenway Community Fund Thank you- Informational
 3. ARDC- informational

ADJOURNMENT: Motion Meyer 2nd Stein to adjourn at 8:05. All in favor.

Jestine Casey, Clerk

Robert Stein, Mayor

Date approved