

MINUTES OF THE AKELEY CITY COUNCIL REGULAR MEETING HELD AT AKELEY CITY HALL 6:00PM, JANUARY 13TH, 2021

The Akeley City Council met in a regular meeting Wednesday, January 13th, 2021. Mayor Brian Hitchcock called the meeting to order at 6:00pm.

Council members present: Mayor Brian Hitchcock, Dan Riggs, Billy Krotzer, Nathan George, and Bobbie Wosika.

Council members absent:

The Pledge of Allegiance was recited by the Council and attending audience.

Consent Agenda:

- o Minutes from December 9th, 2020 Regular Meeting
- o Minutes from December 29th, 2020 Special Meeting
- o Minutes from December 30th, 2020 Emergency Meeting
- o Treasurer's Report for December
- o Total disbursements including all automatic payments equaling \$124,438.19. Check numbers #18993 to #19064. Voided check number 19035 due to being to the wrong budget year. Total receipts including all automatic deposits equaling \$219,697.63.
- o December Permits Issued – 0
- o **Motion by Bobbie Wosika approving consent agenda moving new business with Clif Allen from Moore Engineering before City Hall, seconded by Nathan George.**

New Business

- o Clif Allen from Moore Engineering discusses a program called LRIP (Local Road Improvement Program). He says that there is a lot more money included in this program this year. It is funding for local road improvements. He says that it is a competitive grant. He says that Crow Wing Drive is a good candidate for the grant. The deadline for the grant is in early March. Further discussion of the grant. Moore Engineering will pursue grant on behalf of the City of Akeley at no charge.
- o **Motion by Dan Riggs to approve Resolution 7-2021 a resolution supporting the pursuit of the Local Roads Program funding from MnDOT for the construction of Hillside Ave NW, Crow Wing Drive NW and Crow Wing Drive NE from Broadway Street W to Crow Wing Drive NE, seconded by Billy Krotzer, passed.**

City Hall – Kristi Kath

- o Administration Finance Report for December is in the packets. It is just an FYI.
- o The 2021 regular meeting schedule has no conflicts this year with meetings being on the second Wednesday of every month at 6:00pm.
- o **Motion by Billy Krotzer to approve the 2021 regular meeting schedule being on the second Wednesday of every month at 6:00pm, seconded by Dan Riggs, passed.**
- o Discussion on commissioner appointments.
- o **Motion by Bobbie Wosika to approve the 2021 commissioner assignments, seconded by Nathan George, passed.**
- o Resolution 1-2021 a resolution to adopt consignments for 2021.
- o **Motion by Dan Riggs to approve resolution 1-2021, seconded by Billy Krotzer, passed.**

- Resolution 2-2021 a resolution for authorization approvals for signatories of all account at First National Bank of Walker – Akeley Branch.
- **Motion by Billy Krotzer to approve resolution 2-2021, seconded by Bobbie Wosika, passed.**
- Resolution 3-2021 a resolution for payments prior to council authorization.
- **Motion by Bobbie Wosika to approve resolution 3-2021, seconded by Dan Riggs, passed.**
- Resolution 4-2021 a resolution allowing wire/automated bank payments.
- **Motion by Billy Krotzer to approve resolution 4-2021, seconded by Nathan George, passed.**
- Resolution 5-2021 a resolution for a policy to allow electronic funds wire transfer.
- **Motion by Billy Krotzer to approve resolution 5-2021, seconded by Bobbie Wosika, passed.**
- Resolution 6-2021 a resolution authorizing the City of Akeley to contribute funds to Hubbard County Aquatic Invasive Species Prevention Program.
- **Motion by Dan Riggs to approve resolution 6-2021, seconded by Billy Krotzer, passed.**
- 2021 mileage reimbursement per IRS is 56 cents per mile. In 2020 it was 57.5 cents per mile.
- **Motion by Bobbie Wosika to approve 2021 milage reimbursement at 56 cents per mile, seconded by Billy Krotzer, passed.**

Police Department – Jimmy Hansen

- A mandated eyewitness identification policy needs to be approved to go into the policy handbook.
- **Motion by Billy Krotzer to approve the mandated eyewitness identification policy, seconded by Nathan George, passed.**

Liquor Store - Lacey Hitchcock

- Lacey was absent.

Parks - Billy Krotzer

- A letter of resignation was read from the Paula and Curtis Dormanen. They will not be returning for the 2021 season.
- **Motion by Dan Riggs to authorize publishing an ad saying the City of Akeley is looking for an independent contractor to be the campground managers, seconded by Billy Krotzer, passed.**

Water/Sewer/Maintenance Report – Kelly VandenEykel

- Kelly was absent.

East Hubbard County Fire District –Dan Riggs/Bobbie Wosika

- Report of December minutes.
- Discussion on paying the joint powers agreement in January instead of March.
- **Motion by Dan Riggs to authorize the contract bill and equipment money be paid in January instead of March, seconded by Bobbie Wosika, passed.**

Old Business

- Chuck states the money that they get from the DNR grant will need to be spent by June 2022. The project would start in the spring. That is all he had to report.
- Bobbie Wosika asks if anyone has heard anything about the jake breaking sign. No one has heard anything yet.

New Business

- Brian states that he would like to set a special meeting for an employee evaluation for Kelly VandenEykel.
- **Motion by Brian Hitchcock to set a closed special meeting for an employee evaluation for Kelly VandenEykel on January 20th, 2021 at 6:00pm, seconded by Bobbie Wosika, passed.**

Public Forum

- Jon Giemer brought up an issue with a chimney at the ARCC being in disrepair. Brian stated that this would not be a city issue as the building is owned by the ARCC. Jimmy said that he will contact someone at the ARCC about it.

Motion by Billy Krotzer to adjourn at 7:02pm, seconded by Nathan George, passed.

**Respectfully Submitted by,
Michaella Becker
Deputy Clerk**

**MINUTES OF THE AKELEY CITY COUNCIL
SPECIAL MEETING
HELD AT AKELEY CITY HALL 6:00PM WEDNESDAY, JANUARY 20TH, 2021**

The Akeley City Council met in a Special Meeting Wednesday, January 20th, 2021. Mayor Brian Hitchcock called the meeting to order at 6:00pm.

Council members present: Brian Hitchcock, Dan Riggs, Billy Krotzer, Nathan George, and Bobbie Wosika

Council members absent:

The reason for the special meeting was an employee evaluation for Kelly VandenEykel. This was a closed meeting.

Motion by Brian Hitchcock to table this until the next council meeting as a closed meeting follow up, seconded by Billy Krotzer, passed.

Motion by Dan Riggs to adjourn at 6:42pm, seconded by Nathan George, passed.

Respectfully submitted by:

Michaella Becker
Deputy Clerk

**MINUTES OF THE AKELEY CITY COUNCIL
SPECIAL MEETING
HELD AT AKELEY CITY HALL 4:30PM THURSDAY, JANUARY 28TH, 2021**

The Akeley City Council met in a Special Meeting Thursday, January 28th, 2021. Mayor Brian Hitchcock called the meeting to order at 4:30pm.

Council members present: Brian Hitchcock, Dan Riggs, Billy Krotzer, Nathan George, and Bobbie Wosika

Council members absent:

The reason for the special meeting was to accept Kelly VandenEykel's resignation letter and to discuss steps moving forward.

- Brian Hitchcock reads Kelly's resignation letter.
- Discussion about being able to get ahold of Kelly if there are any questions, but he has turned in his phone and keys. Dan states that if there are any questions that anyone has for Kelly, he will relay them to him.
- **Motion by Dan Riggs to accept Kelly's resignation letter, seconded by Billy Krotzer, passed.**
- Discussion on the independent contractor proposals from Kelly VandenEykel. Dan Riggs talks about the City's water treatment plants being unique. It is hard to find people that are licensed to do the reports and testing for those treatment plants. He says that Kelly's proposal is the lowest and that Kelly also would train the new hire and help with getting them the licenses needed. The 1st proposal states that he will train a new hire for a year for \$1,600.00 a month and then 2nd proposal states that he will maintain everything for \$2,000.00 a month.
- Discussion on the proposal from People Service. They can do the oversight for \$1,800.00 a month.
- Proposal from AE Operations. They state that their goal would be to come in and make things better than they were before they started. They have a lot of technology that would help the city improve things and make everything digitalized. Dan asks if there is a price for them doing all of it and what the price would be for oversight. They state they only have the one proposal at \$6,500.00 a month to do everything that needs to be done every month. Brian states that he would like to see a proposal from them that is just for oversight.
- Discussion on what is the councils long term goal. Do they want to hire someone for the position, or do they want to contract it out? If they were to go with Kelly's contract, they would need to send it to the attorney to look at. Dan states that bonding needs to be added into the contract. Kristi states that the attorney said that the contract term is too lengthy and that each party needs to be able to be able to terminate with a 30-day written notice.
- Frank Lamb states that there will never be anyone that will be able to fully replace Kelly. He knows the system and all the trouble spots. He states that he thinks that it would be a great idea to go with Kelly's proposal.

- Kristi states that Herb is doing the daily checks at the lift station and that Kella did meter readings. So, things are not being ignored. She says that the City has 30 days from Monday to get something into place.
- Discussion about getting contracts drawn up from the attorney and then also sent to the league. Need to schedule a special meeting.
- **Motion by Dan Riggs to table the discussion of independent contract proposal until February 2nd, 2021 at 4:30pm, seconded by Billy Krotzer, passed.**
- Brian states that we need to post a job for water, sewer, and maintenance.
- **Motion by Billy Krotzer to publish the position, seconded by Nathan George, passed.**
- Discussion on snowplow coverage. Jimmy says that he will help and so did Herb. Kristi states that she has not heard from Lenny.
- **Motion by Brian Hitchcock to approve Jimmy plowing at his current wage but that the money comes from roads, seconded by Nathan George, passed.**
- Dan says that he talked to Lenny and he said that he would help with plowing and that the city just needs to call him if they need him to do anything.
- Brian states that the city has tried to get ahold of him on several occasions and he has not responded. He states that he has COVID but has been going to numerous places around town. He needs to bring in his positive test results to get paid sick leave.
- Brian says that Kella did meter reads today so those are done. They are late so some people usage might be over what it usually is because of readings being late. Need approval to be able to adjust anyone that went over their usual usage amount.
- **Motion by Dan Riggs to approve the water bills being adjusted if they are over their usual usage amount, seconded by Bobbie Wosika, passed.**

Motion by Nathan George to adjourn at 5:19pm, seconded by Dan Riggs, passed.

Respectfully submitted by:

Michaella Becker
Deputy Clerk

**MINUTES OF THE AKELEY CITY COUNCIL
SPECIAL MEETING
HELD AT AKELEY CITY HALL 4:30PM TUESDAY, FEBRUARY 2ND, 2021**

The Akeley City Council met in a Special Meeting Tuesday, February 2nd, 2021. Mayor Brian Hitchcock called the meeting to order at 4:30pm.

Council members present: Brian Hitchcock, Dan Riggs, Billy Krotzer, Nathan George, and Bobbie Wosika

Council members absent:

The reason for the special meeting was to discuss potential contracts and steps moving forward.

- Kristi states that the league and the attorney are still working on the proposed contracts for Kelly VandenEykel. She says that AE Operations will also have a contract for the council to look at but that she does not have that one yet either.
- **Motion by Nathan George to table the proposed contracts until the regular council meeting on February 10th, 2021, seconded by Billy Krotzer, passed.**
- Brian states that Lenny resigned today. He turned his keys in and a written resignation.

Motion by Billy Krotzer to adjourn at 4:35pm, seconded by Nathan George, passed.

Respectfully submitted by:

Michaella Becker
Deputy Clerk

MINUTES OF THE AKELEY CITY COUNCIL REGULAR MEETING HELD AT AKELEY CITY HALL 6:00PM, FEBRUARY 10TH, 2021

The Akeley City Council met in a regular meeting Wednesday, February 10th, 2021. Mayor Brian Hitchcock called the meeting to order at 6:00pm.

Council members present: Mayor Brian Hitchcock, Dan Riggs, Billy Krotzer, Nathan George, and Bobbie Wosika.

Council members absent:

The Pledge of Allegiance was recited by the Council and attending audience.

Consent Agenda:

- Minutes from January 13th, 2021 Regular Meeting
- Minutes from January 20th, 2021 Special Meeting
- Minutes from January 28th, 2021 Special Meeting
- Minutes from February 2nd, 2021 Special Meeting
- Treasurer's Report for January
- Total disbursements including all automatic payments equaling \$136,924.55. Check numbers #19065 to #19133. Total receipts including all automatic deposits equaling \$65,304.56.
- January Permits Issued – 0
- **Motion by Bobbie Wosika approving consent agenda, seconded by Nathan George, passed.**

City Hall – Kristi Kath

- Administration Finance Report for January is in the packets. It is just an FYI.
- Discussion on the 2021 Calcium Chloride contract. The estimated cost is \$1.005 a gallon which is the same as last year's estimate. Last year 2555 gallons was used. In the past, the payment has been taken from the park.
- **Motion by Dan Riggs to approve the 2021 Calcium Chloride contract, seconded by Nathan George, passed.**
- Discussion on a letter received from the Hubbard County Soil and Water Conservation District. Kristi states that they contacted her because of citizens of Akeley being interested in the opportunities to have community gardens. The district is asking for a letter of support for them to be able to bring some of these gardens to Akeley. They also would like some assistance with ideas on locations for the gardens to be placed.
- **Motion by Nathan George to approve the letter of support for the Hubbard County Soil and Water Conservation District, seconded by Billy Krotzer, passed.**
- Discussion on a MNDot bridge email. Billy says that it is not in the City of Akeley so he does not think that they would need to do anything with it. Council did not think any action needed to be taken.
- Local Board of Appeal and Equalization meeting is on April 27th, 2021 at 11:30am. Kristi states that we must have the option for people to attend virtually. They need to know by tomorrow.
- **Motion by Dan Riggs to have the meeting in person on April 27th, 2021 at 11:30am and having the option for others to attend virtually, seconded Bobbie Wosika, passed.**
- Kristi states that the auditors will be doing their field work on March 2nd and 3rd.

Police Department – Jimmy Hansen

- Jimmy states that everything is going well, and he has nothing else to report.
- Jimmy will follow up again with the ARCC regarding chimney issue.

Liquor Store - Lacey Hitchcock

- Lacey was absent.

Parks - Billy Krotzer

- The process of applications for the park managers is still undergoing.

Water/Sewer/Maintenance Report

- Discussion on contract proposal reviews. Eric Appelwick was there from AE Operations. He was there to answer any questions that the council had. He says that the contract right now covers up to 4-5 hours a week. That would be \$1,700.00 a month. The contract would be monthly. If the city no longer needed AE Operations, the city would need to write a letter stating they were no longer needed. It could either be a 30-day notice or a 60-day notice. Brian asks what all is included with them training a new staff. The new staff would go through the state to take the testing needed for the permits they need to acquire. Dan asks what the cost of training a new hire would cost. Eric states that it would cost about \$3,000.00 a month. That amount also includes oversight of water and sewer. The situation can always be reevaluated as time goes on and the new hire gets the licenses needed.
- Discussion on the contact proposal from People Services. They do not state anything about training a new hire. They do not offer as much, and they charge by the hour.
- The council would like to get a contract written up from AE Operations so that it can be sent to the League and the city's attorney.
- **Motion by Dan Riggs to have AE Operations draw up a 3-year contract in the amount of \$3,000.00 a month, seconded by Billy Krotzer, passed.**
- Discussion on applications. Brian states that a potential applicant missed the deadline and they wanted to know if the deadline could be extended and posted again.
- **Motion by Billy Krotzer to post the position again in the Park Rapids Enterprise, on the website, and at City Hall with the deadline ending on Tuesday, February 16th, 2021 at 4:00pm, seconded by Dan Riggs, passed.**
- A meeting needs to be scheduled for interviews.
- **Motion by Dan Riggs to have a special meeting for interviews and look at the AE Operations contract on Thursday, February 18th, 2021 at 5:00pm, seconded by Nathan George, passed.**

East Hubbard County Fire District –Dan Riggs/Bobbie Wosika

- Report of January minutes.

Old Business

- Chuck discusses where they are at with the bathroom project. Their next meeting is on the 22nd of February. He states they are going to resubmit the grant application from the ARC.
- Heartland Lakes Development Commission Federal CARES Act funding report is in the packet. It is just an FYI.

New Business

Public Forum

Motion by Dan Riggs to adjourn at 6:54pm, seconded by Billy Krotzer, passed.

**Respectfully Submitted by,
Michaela Becker
Deputy Clerk**

**MINUTES OF THE AKELEY CITY COUNCIL
SPECIAL MEETING
HELD AT AKELEY CITY HALL 5:00PM TUESDAY, FEBRUARY 18TH, 2021**

The Akeley City Council met in a Special Meeting Tuesday, February 18th, 2021. Mayor Brian Hitchcock called the meeting to order at 5:00pm.

Council members present: Brian Hitchcock, Dan Riggs, Billy Krotzer, Nathan George, and Bobbie Wosika

Council members absent:

The reason for the special meeting was to conduct interviews, discuss wages, review the AE Operations contract, and extend the campground manager position deadline.

- Interviews were conducted for Isaac Dietchler, Kasey Klasen, Reid Watson, Alex Jones, Allen Poncelet, and Karl Haisman.
- Discussion on what wages for the position should be. Dan states that in his opinion the position should start at \$20.00 an hour because of having the licenses the applicants have. No further discussion on wages currently.
- Review of the AE Operations contract. The training is included in the contract. They discussed the League's comments on the contract. AE Operations stated that they can make all the changes that were commented and recommended from the League. They can start Monday February 22nd.
- **Motion by Dan Riggs to approve the AE Operations contract contingent on the recommendations by the League and the City Attorney included. Also, to include training for the new hire, seconded by Billy Krotzer, passed.**
- Discussion on what day to have the next special meeting to hire new employee.
- **Motion by Dan Riggs to have a special meeting on February 23rd, 2021 at 5:00pm to approve new hire, seconded by Bobbie Wosika, passed.**
- Discussion on extending the Campground Manager position opening. Not enough people have sent in resumes and letters of interest.
- **Motion by Bobbie Wosika to extend the Campground Manager position opening deadline to March 9th at 4:00pm, seconded by Dan Riggs, passed.**

Motion by Dan Riggs to adjourn at 6:08pm, seconded by Billy Krotzer, passed.

Respectfully submitted by:

Michaella Becker
Deputy Clerk

**MINUTES OF THE AKELEY CITY COUNCIL
SPECIAL MEETING
HELD AT AKELEY CITY HALL 5:00PM TUESDAY, FEBRUARY 23RD, 2021**

The Akeley City Council met in a Special Meeting Tuesday, February 23rd, 2021. Mayor Brian Hitchcock called the meeting to order at 5:00pm.

Council members present: Dan Riggs, Billy Krotzer, Nathan George, and Bobbie Wosika

Council members absent: Brian Hitchcock

The reason for the special meeting was to recommend and approve new hire for Water/Sewer Utilities Superintendent Trainee and Streets/Highways Maintenance Supervisor. Also, decision on what the wage will be for the new hire.

- The applicant that had the most points was Reid Watson.
- **Motion by Billy Krotzer to offer the positions to Reid Watson. If he declines the offer then the position would be offered to the next highest points, seconded by Nathan George, passed.**
- Discussion on the wage that will be offered for the position. The current policy of the employee handbook is in the packet to look at what the starting wages are. There is also a sheet that shows the budget numbers.
- **Motion by Dan Riggs to offer Reid Watson \$20.00 an hour, seconded Billy Krotzer, passed.**
- Kristi will call Reid and offer him the job and will get letters sent out to the other applicants notifying them that the job was offered to another applicant.

Motion by Billy Krotzer to adjourn at 5:28pm, seconded by Bobbie Wosika, passed.

Respectfully submitted by:

Michaella Becker
Deputy Clerk

MINUTES OF THE AKELEY CITY COUNCIL REGULAR MEETING HELD AT AKELEY CITY HALL 6:00PM, MARCH 10TH, 2021

The Akeley City Council met in a regular meeting Wednesday, March 10th, 2021. Mayor Brian Hitchcock called the meeting to order at 6:00pm.

Council members present: Mayor Brian Hitchcock, Dan Riggs, Billy Krotzer, Nathan George, and Bobbie Wosika.

Council members absent:

The Pledge of Allegiance was recited by the Council and attending audience.

Consent Agenda:

- Minutes from February 10th, 2021 Regular Meeting
- Minutes from February 18th, 2021 Special Meeting
- Minutes from February 23rd, 2021 Special Meeting
- Treasurer's Report for February
- Total disbursements including all automatic payments equaling \$74,910.67. Check numbers #19134 to #19196. Total receipts including all automatic deposits equaling \$67,554.25.
- Administration Finance Report for February
- February Permits Issued – 0
- **Motion by Bobbie Wosika approving consent agenda with changing the spelling error to Resolution 8-2021, seconded by Billy Krotzer, passed.**

City Hall – Kristi Kath

- Resolution 8-2021 is a resolution acknowledging donations from Akeley Fire & Rescue Auxiliary, Akeley Chamber of Commerce, Eastern Hubbard County Fire District, Akeley Lions Club, Akeley T&M, BDB Building, North Country Repair, and Zappy's Café for the Akeley Community Easter Egg Hunt.
- Billy states to add Walmart in the amount of \$300.00.
- **Motion by Dan Riggs to approve Resolution 8-2021 with the addition of Walmart in the amount of \$300.00, seconded by Billy Krotzer, passed.**
- Kristi states that there needs to be a change in the City's health benefit policy. It needs to say that health insurance benefits if applicable, will be effective the 1st of the month after date of hire.
- **Motion by Billy Krotzer to make the amendment to the health benefits policy, seconded by Bobbie Wosika, passed.**

Police Department – Jimmy Hansen

- Revision of Use of Force and Deadly Force Policy. One sentence was added to the policy.
- **Motion by Billy Krotzer to approve the revision of Use of Force and Deadly Force Policy, seconded by Nathan George, passed.**
- Jimmy states that the ARCC is working on the chimney issue that was brought up at the last regular council meeting.

Liquor Store - Lacey Hitchcock

- Lacey was absent.

Parks - Billy Krotzer

- Discussion on new picnic tables for the Park. Last year the council reserved \$2,000.00 for getting new picnic tables from Sentence to Serve. Kristi states that she wanted to make sure it was something the council still wanted to pursue. Council all agree to get new picnic tables. There does not need to be a motion due to the Council already approving it last year.
- Discussion on the Park Managers position. There are four applicants. Discussion on Kristi and Kella meeting with the applicants and making a recommendation to the council of who would get the Campground Managers position.
- **Motion by Dan Riggs to approve Kristi setting up interviews for her to conduct for the Campground Managers position and choose the new manager, seconded by Nathan George, passed.**

Water/Sewer/Maintenance Report-Reid Watson/Mike Hubner

- Discussion on a call out box for the main lift station. Mike Hubner, with AE Operations, states that there is nothing there right now to alarm someone if something happens in the middle of the night. It is a one-time fee for the box and then a monthly fee for the phone line which would be through Arvig.
- **Motion by Dan Riggs to approve getting a call out box for the main lift station and a phone line also, seconded by Bobbie Wosika, passed.**
- Discussion on the repair of truck door mirror on the maintenance truck. Dan Riggs states that it should be turned into insurance. Kristi says that she does not know how it happened and that it would be hard to fill out the questionnaire form, but she will certainly try to turn it into insurance.
- **Motion by Bobbie Wosika to approve the mirror getting fixed in the amount of \$1,040.80 by Whitetail Autobody if it cannot be covered by insurance, seconded by Dan Riggs, passed.**

East Hubbard County Fire District –Dan Riggs/Bobbie Wosika

- Report of February minutes.

Old Business

- Chuck states that there is not really a new information. He states that he will start introducing the project to townships. Next meeting is at City Hall on March 22nd, 2021 at 5:30pm.

New Business

Public Forum

- Kenny Holm states that the ARCC is working on the complaint about the chimney.

Motion by Dan Riggs to adjourn at 6:29pm, seconded by Nathan George, passed.

**Respectfully Submitted by,
Michaella Becker
Deputy Clerk**

MINUTES OF THE AKELEY CITY COUNCIL REGULAR MEETING HELD AT AKELEY CITY HALL 6:00PM, APRIL 14TH, 2021

The Akeley City Council met in a regular meeting Wednesday, April 14th, 2021. Mayor Brian Hitchcock called the meeting to order at 6:00pm.

Council members present: Mayor Brian Hitchcock, Dan Riggs, Nathan George, and Bobbie Wosika.

Council members absent: Billy Krotzer

The Pledge of Allegiance was recited by the Council and attending audience.

Consent Agenda:

- Minutes from March 10th, 2021 Regular Meeting
- Treasurer's Report for March
- Total disbursements including all automatic payments equaling \$70,436.30. Check numbers #19197 to #19265. Total receipts including all automatic deposits equaling \$93,439.41.
- Administration Finance Report for March
- March Permits Issued – 2
- **Motion by Bobbie Wosika approving consent agenda, seconded by Nathan George, passed.**

City Hall – Kristi Kath

- Resolution 9-2021 is a resolution acknowledging the donations from Tim and Robbi Gack for the Akeley Community Easter Egg Hunt.
- **Motion by Nathan George to approve resolution 9-2021, seconded by Dan Riggs, passed.**
- Resolution 10-2021 is a resolution acknowledging the donations from Akeley Veterans & Community Outreach and Peggy Davies for the Akeley Community Projects Fund.
- **Motion by Dan Riggs to approve resolution 10-2021, seconded by Bobbie Wosika, passed.**
- Discussion about the League suggesting that the Council make a motion that would approve donations to be deposited when they come in and then Kristi would have a resolution made for that month for the Council to approve at a regular meeting.
- **Motion by Dan Riggs to authorize donations being deposited prior to a resolution until a resolution can be approved, seconded by Nathan George, passed.**
- The Board of Equalization meeting is on April 27th, 2021 at 11:30am at Akeley City Hall.
- Kristi states that she would just like to let the council know that the financial report for water and sewer does not include the bill from AE Operations due to just getting the bill today.

Police Department – Jimmy Hansen

- Jimmy was absent.

Liquor Store - Lacey Hitchcock

- Lacey was absent.

Parks - Billy Krotzer

- Kristi states that Rick and Kathy Cole are the new campground managers.
- Kristi discusses that there will be a film crew filming the campground for Explore MN. A chef from Minneapolis will be coming and cooking down at the campground. This will happen May 8th and May 9th. This is good free publicity for the campground.
- Bobbie asks when the floors in the bathrooms at the campground are going to be done. They are being done 26th and April 27th.

Water/Sewer/Maintenance Report-Reid Watson/Mike Hubner

- Just an FYI, the 2020 CCR Drinking Report is available and posted for anyone to view. Kristi states that Kelly's name is on it because it is for the year of 2020 and that we were operating under his license that year.
- City Wide Clean-Up will be on May 8th and May 9th. Bobbie asks if Reid thinks that the bathrooms at the museum will be open that weekend. Reid states that he thinks that they will be open.
- Dan Riggs asks Reid if he is looking for someone to help him. The city needs to post the job opening. Brian asks Kristi to put the job opening in the newspaper.

East Hubbard County Fire District –Dan Riggs/Bobbie Wosika

- Report of March minutes.

Old Business

- Chuck asks if the city would open an account for bulk mailing. Kristi states that an annual permit costs \$225.00 plus the postage depending on zip codes. Dan asks what Chuck wants to do with. Chuck states he wants to mail out donation flyers. He would like to do this once a year. More information is needed on the bulk mailing account.

New Business

- Peg Davies discusses Paul Bunyan Days. She asks about getting porta pottys again this year. She also asks Reid to mow and power wash cement at Paul's Patio. Paul Bunyan Days will be on June 25th, 26th, and 27th.
- Nathan George states that Janet Sheets will no longer be a part of the HRA due to her moving. He says that they have a few people that are interested.

Public Forum

Motion by Dan Riggs to adjourn at 6:36pm, seconded by Nathan George, passed.

**Respectfully Submitted by,
Michaella Becker
Deputy Clerk**

**MINUTES OF THE AKELEY CITY COUNCIL
SPECIAL MEETING
HELD AT AKELEY CITY HALL 5:30PM, APRIL 27TH, 2021**

The Akeley City Council met in a Special Meeting Tuesday, April 27th, 2021. Mayor Brian Hitchcock called the meeting to order at 5:30pm.

Council members present: Brian Hitchcock, Dan Riggs, Billy Krotzer, and Bobbie Wosika

Council members absent: Nathan George

The reason for the special meeting was to receive the audit report by auditor Jon Roscoe from Miller McDonald, Inc.

- Auditor Jon Roscoe presented the 2020 Financial Statements and Independent Auditors Report and the 2020 Communications Letter. He responded to questions from the City Council.

Motion by Billy Krotzer to adjourn at 5:49pm, seconded by Dan Riggs, passed.

Respectfully submitted by:

Michaella Becker
Deputy Clerk

MINUTES OF THE AKELEY CITY COUNCIL REGULAR MEETING HELD AT AKELEY CITY HALL 6:00PM, MAY 12TH, 2021

The Akeley City Council met in a regular meeting Wednesday, May 12th, 2021. Mayor Brian Hitchcock called the meeting to order at 6:00pm.

Council members present: Mayor Brian Hitchcock, Dan Riggs, Nathan George, and Bobbie Wosika.

Council members absent: Billy Krotzer.

The Pledge of Allegiance was recited by the Council and attending audience.

Consent Agenda:

- Minutes from April 14th, 2021, Regular Meeting
- Minutes from April 27th, 2021, Board of Equalization Meeting
- Minutes from April 27th, 2021, Special Meeting
- Treasurer's Report for April
- Total disbursements including all automatic payments equaling \$104,493.52. Check numbers #19266 to #19340. Total receipts including all automatic deposits equaling \$87,981.04.
- Administration Finance Report for April
- April Permits Issued – 4
- **Motion by Dan Riggs approving consent agenda, seconded by Bobbie Wosika, passed.**

City Hall – Kristi Kath

- Kristi states that Employee Evaluations should be done at the next council meetings on June 9th, 2021.
- Council agrees that evaluations will be done at the end of the meeting on June 9th, 2021.

Police Department – Jimmy Hansen

- Jimmy states he needs council approval to solicit donations for National Night Out on August 3rd.
- **Motion by Bobbie Wosika to approve Jimmy to start asking for donations for National Night Out, seconded by Dan Riggs, passed.**

Liquor Store - Lacey Hitchcock

- Lacey was absent.
- Discussion on moving the power pole due to it being in the way of potentially building a patio. Cole Nelson from MNDot says that the pole will need to be removed before the 34 project. Discussion on looking into how much it would cost to either move or remove the pole.
- **Motion by Dan Riggs to table this until there are some quotes acquired on how much it would cost to move or remove the pole, seconded by Nathan George, passed.**

Parks - Billy Krotzer

- Kristi states that everything is going well at the campground.

Water/Sewer/Maintenance Report-Reid Watson/Mike Hubner

- Bruce Beckley discusses a sewer line that he would like the city to put in so that he can hook up three new houses to it. Mike Hubner states that because he is wanting to hook-up three properties that option to put a sewer line across the road into the manhole is not feasible. The city attorney says that Bruce will need to bring a written petition before the council. Steve also advised the council to table this matter for now due to him doing more research. Steve also states the Bruce should be informed that the cost of such a project will be costly. That cost or large portion of that cost would be passed on to Bruce by special assessments. Council tells Bruce that he needs to file a written petition with more detail about what his plans are.
- **Motion by Dan Riggs to table per attorney's advisement, seconded by Bobbie Wosika, passed.**
- Fred McGregor discusses his proposal letter about wanting to put an RV lot on his property and wants all sites to be hooked up to water and sewer. Kristi talks about what the city proposes to Fred. The proposal would need to be sent to the attorney to be looked over. Once the attorney looks it over and approves of it, than the council can approve the proposal.
- **Motion by Dan Riggs to send the proposal to the league and the attorney. Will revisit this at the next regular council meeting, seconded by Nathan George, passed.**
- Mike Hubner discusses the Thein Well estimate. He states that two of the wells would be pulled out and inspected. It is something that should be done every 5 years or so.
- **Motion by Bobbie Wosika to approve the Thein Well estimate for \$3,350.00 each well, seconded by Nathan George, passed.**
- The Snapper lawn mower will be sold on K-bid. Dan says that he will bring it to K-bid.

East Hubbard County Fire District –Dan Riggs/Bobbie Wosika

- Report of April minutes.
- Ed Dvorak retired, and Dan Riggs is new chair.
- Starting in June, meetings will return to in-person.

Old Business

- Discussion on the Moore Engineering invoices. Chuck states that they have not received notice from the DNR yet to start the first phase.
- **Motion by Bobbie Wosika to approve invoice number 26713 for laborer and project manager in the amount of \$165.00, seconded by Nathan George, passed.**
- **Motion by Bobbie Wosika to approve invoice number 26714 in the amount of \$1487.50, seconded by Dan Riggs, passed.**
- Chuck states that the next meeting is on May 23rd, 2021, at 5:30pm.
- Cole Nelson attended for the 34 project. He needs a public meeting set so that the final layout of the project can be approved. It must be at least thirty days from today.
- **Motion by Brian Hitchcock to hold a public hearing on June 16th, 2021, at 6:00pm located at Akeley City Hall, seconded by Dan Riggs, passed.**

New Business

- Kristin Fake was there to discuss housing ordinances and permits. She asks how ordinances are enforced. The council discussed her questions and concerns.

Public Forum

- Kenny Holm from the ARCC says that the thrift shop is doing great and that they have garden plots available if anyone is interested. He says that the emergency shelter is almost done with phase one and are working hard on phase two and three. They have gotten an immense amount of community support with volunteers from many churches from the surrounding area. There will be several fundraisers in the coming months. They will soon be hiring a director for the shelter.
- Frances Demars tells the council that she is opening a souvenir shop on main street. It will be called Granny's Unique Gifts. She hopes to open in the middle of June.
- Frank Lamb spoke about the historical museum opening and needing new people involved. The next meeting will be May 20th, 2021, at 6:30pm at Akeley City Hall.
- Paul Grimler says 3rd Street in front of Lee Johnson's needs some class 5. The council tells Paul that Reid has been waiting for it to rain to grade and will be working on the roads then.
- A local citizen asks when the fishing pier will be put out. The ice broke some things on the pier and Reid is working with the DNR to either help fix it or replace it. They have ordered parts. She also brought up concerns about the placement of some picnic tables. Dan will talk with Reid about moving them.

Motion by Dan Riggs to adjourn at 7:12pm, seconded by Nathan George, passed.

**Respectfully Submitted by,
Michaella Becker
Deputy Clerk**

MINUTES OF THE AKELEY CITY COUNCIL REGULAR MEETING HELD AT AKELEY CITY HALL 6:00PM, JUNE 9TH, 2021

The Akeley City Council met in a regular meeting Wednesday, June 9th, 2021. Mayor Brian Hitchcock called the meeting to order at 6:00pm.

Council members present: Mayor Brian Hitchcock, Dan Riggs, Billy Krotzer, Nathan George, and Bobbie Wosika.

Council members absent:

The Pledge of Allegiance was recited by the Council and attending audience.

Consent Agenda:

- Minutes from May 12th, 2021, Regular Meeting
- Treasurer's Report for May
- Total disbursements including all automatic payments equaling \$122,394.87 Check numbers #19341 to #19419. Total receipts including all automatic deposits equaling \$130,782.39.
- Administration Finance Report for May
- May Permits Issued – 0
- **Motion by Bobbie Wosika approving consent agenda, seconded by Billy Krotzer, passed.**

City Hall – Kristi Kath

- Kristi was absent.
- Resolution 11-2021 is a resolution acknowledging the donations from Itasca-Mantrap Co-Op Association Trust for the Akeley Community Projects fund.
- **Motion by Bobbie Wosika to approve resolution 11-2021, seconded by Nathan George, passed.**
- FYI that the city did not get the LRIP funding.
- A man called City Hall asking if the flag could be put at half-staff on July 10th, 2021, in honor of Neal Todd's funeral.
- **Motion by Dan Riggs to put the flag at half-staff on July 10th, 2021, seconded by Billy Krotzer, passed.**

Police Department – Jimmy Hansen

- Jimmy states that everything is going well and that he has been preparing for Paul Bunyan Days.

Liquor Store - Lacey Hitchcock

- Discussion on the power pole in front of the Muni being moved. Lacey states that she has not received anymore information back on the power pole.
- Lacey asks about getting new bar stools. She says that the ones at the bar are breaking, and the material is ripping. She states that she talked with another bar and asked them about their stools. They are comfortable and they still look like new after five years of having them. She looked online and they are on sale for \$169.99 apiece. Lacey needs fourteen of them which would come to the total of \$2,555.37 plus the cost of freight.
- **Motion by Nathan George to approve Lacey ordering fourteen new bar stools in the amount of \$2,555.37 plus what freight will cost, seconded by Billy Krotzer, passed.**

- Lacey also discussed possibly hiring a new position for stocking and cleaning the bar. She says she thinks that \$14.00 to \$15.00 would be a fair wage. The council suggests looking into how much a cleaning service would cost.
- **Motion by Dan Riggs to table until next regular meeting, seconded by Billy Krotzer, passed.**

Parks - Billy Krotzer

- Rik Cole was there to introduce himself.
- Rik states that the road going into the campground by the water plant needs to be fixed. He says that crushed cement could be put in with calcium chloride to be added on top of it. Dan Riggs says that he does not think that it would be approved to have calcium chloride added because it would be washed into the lake. Mike Hubner suggests that crushed granite would probably work better.
- **Motion by Dan Riggs to approve Reid looking into options, seconded by Nathan George.**
- Rik discussed the ice racers memorial down at the campground. He says that the plants that are surrounding it are overgrown and partially dead. He would like to remove the existing plants and replace it with new plants. Rik says that he is going to ask the ice racers if they would be able to donate money towards new plants and if the city could also put some funds towards it.
- **Motion by Billy Krotzer to allow Rik to take the old plants and talk to the ice racers, seconded by Bobbie Wosika.**

Water/Sewer/Maintenance Report-Reid Watson/Mike Hubner

- Discussion on the Fred McGregor contract. Mike says that legally he can not sign it because of AE Operations has a contract with the city. The only thing that needs to change on the contract is the signature line for AE Operations.
- **Motion by Billy Krotzer to accept the Fred McGregor contract removing AE Operations from the signature page, seconded by Dan Riggs, passed.**
- Discussion on Bruce Beckley petition. Mike discusses with Bruce that the city would put in a force main by the manhole. He states that there are two options. One would be an 8-inch sewer line which he says is more expensive or there is a 2 inch line. With the 2-inch force main then each property would have its own lift station. Going this way would mean that there would not be concerns with elevation. The 2-inch force mains would cost around \$13,000.00. Each lift station would cost around \$10,000.00. Bruce also has the option of a private septic. Further discussion on Bruce's options.
- **Motion by Dan Riggs to table Bruce Beckley's petition at this time, seconded by Nathan George.**
- Reid discusses needing a pumper truck to put water in and spray on streets and then also needing a roller to pack the streets. Jimmy says that there is a roller on MN Bid that he has been watching. It is on there for \$2,000.00 at the moment. He thinks that the city should look at bidding up to \$6,000.00 to \$7,000.00. Discussion about options for a water tank.
- **Motion by Dan Riggs to approve Jimmy bidding up to \$6,500.00 on the roller, seconded by Nathan George, passed.**
- **Motion by Billy Krotzer to table the pumper truck until next regular meeting, seconded by Nathan George.**
- Mike states that a new multiparameter colorimeter is needed for the water plant. It is used for testing the water and the one the city has now is not reading properly.
- **Motion by Dan Riggs to approve buying a new multiparameter colorimeter up to \$1,500.00, seconded by Nathan George, passed.**
- Mike says there was an inspection on the pumps and that he has not gotten to look at the report yet. He states that they are all still operational. One pump is starting to fall apart. Parts on it are starting to crumble.
- Reid asks if he can mow the grass at 480 Pleasant Ave because the grass is so long, and no owner can be reached. He can mow it. It would be assessed to the property.

East Hubbard County Fire District –Dan Riggs/Bobbie Wosika

- Report of May minutes.
- Discussion on the new fire truck. It is a 2007 and it has low miles and comes with a lot of gear. The total cost of it is \$139,950.00.

Old Business

- Chuck says that he does not have any new news. Still waiting for the go ahead for Phase 1. Next meeting is June 28th, 2021 at 5:30pm.

New Business

Public Forum

- Kristin Fake asks about the Liquor Store NSF policy and how much money has been paid back for bad checks. The council responds and suggests that she come into the office in City Hall with those questions.
- Marv Vredenburg shares that he thinks that Rik and Kathy are doing great at being the campground managers. There are many great improvements happening there.

Motion by Bobbie Wosika to close the meeting at 7:18pm for employee evaluations, seconded by Nathan George, passed.

Motion by Dan Riggs to end closed meeting at 8:02pm and open meeting, seconded by Nathan George, passed.

Motion by Dan Riggs to adjourn at 8:03pm, seconded by Nathan George, passed.

**Respectfully Submitted by,
Michaella Becker
Deputy Clerk**

**MINUTES OF THE AKELEY CITY COUNCIL
PUBLIC HEARING
HELD AT AKELEY CITY HALL 6:00PM, JUNE 16TH, 2021**

The Akeley City Council met in a Public Hearing Wednesday June 16th, 2021. Acting Mayor Dan Riggs called the meeting to order at 6:00pm.

Council members present: Dan Riggs, Billy Krotzer, and Bobbie Wosika

Council members absent: Brian Hitchcock and Nathan George

The reason for the public hearing was to discuss the MNDot 34 Project with Cole Nelson and hear from the public with concerns and to answer questions.

- Zita Howard voices concerns with the accesses at Zappy's being removed. She tells Cole that she needs those accesses to accommodate parking for her customers.
- A citizen asks when the project will start. Cole states that it will start in the year of 2024. After the Municipal Consent is approved then the 30% plans would start. Concerns about it being moved another year out because of grants that have been set up for 2023. The bathroom project would also be impacted by it being pushed another year later. Cole says that he will double check the dates.
- Ardell from Abigail's Attic voices concerns on where her curb stop will be located after this project starts. There will be no utility changes. Cole states that there will not be any excavation close to her building.
- Discussion on the storm sewer. Cole states that they are pulling the whole storm sewer system and replacing it due to it not working very well anymore.
- Discussion on updating the crosswalks. Cole says that they are putting in new crossing ramps and making the crossing distance shorter. The signage would be updated as well.
- There will be another updated map that will be shown before the council approves it. It will be revised in about a week or two and then will be brought back to the council.
- Chuck Andres states that the grants for the bathroom project must start in 2023 and be done by that following spring. Cole says that he would like to see the plans for the project.
- Discussion on how wide the streets would be and keeping them wider instead of being narrowed like drawing shows.
- Discussion on including a bike lane.
- Dave Schotzko and John Stewart from MN DNR brought up possibility of including ATV traffic lane with bike lane on side of the road.
- Cole made notes of these discussions to be brought back to planning.

Motion by Dan Riggs to adjourn at 7:18pm, seconded by Billy Krotzer, passed.

Respectfully submitted by:
Michaella Becker
Deputy Clerk

MINUTES OF THE AKELEY CITY COUNCIL REGULAR MEETING HELD AT AKELEY CITY HALL 6:00PM, JULY 14TH, 2021

The Akeley City Council met in a regular meeting Wednesday, July 14th, 2021. Mayor Brian Hitchcock called the meeting to order at 6:00pm.

Council members present: Mayor Brian Hitchcock, Dan Riggs, Billy Krotzer, Nathan George, and Bobbie Wosika.

Council members absent:

The Pledge of Allegiance was recited by the Council and attending audience.

Consent Agenda:

- Minutes from June 9th, 2021, Regular Meeting
- Minutes from June 16th, 2021 Public Hearing
- Treasurer's Report for June
- Total disbursements including all automatic payments equaling \$189,330.18 Check numbers #19420 to #19526. Total receipts including all automatic deposits equaling \$302,091.32.
- Administration Finance Report for June
- June Permits Issued – 2
- **Motion by Bobbie Wosika approving consent agenda, seconded by Dan Riggs, passed.**

City Hall – Kristi Kath

- Discussion on liability coverage waiver form.
- **Motion by Dan Riggs not waiving the statutory tort limits, seconded by Billy Krotzer, passed.**
- Resolution 12-2021 a resolution acknowledging the donations from Enbridge fueling futures grant for the Akeley Community Projects Fund.
- **Motion by Billy Krotzer to approve resolution 12-2021, seconded by Nathan George.**
- Resolution 13-2021 a resolution to accept the coronavirus local fiscal recovery fund established under the American rescue plan act.
- **Motion by Dan Riggs to approve resolution 13-2021, seconded by Bobbie Wosika, passed.**
- Resolution 14-2021 a resolution acknowledging the donations from Eastern Hubbard County Fire District and Granny's Unique Gifts for the Akeley National Night Out.
- **Motion by Bobbie Wosika to approve resolution 14-2021, seconded by Nathan George, passed.**
- Would also need a motion to approve donations that have not been received yet and use those towards this year's National Night Out with a resolution to follow at next meeting.
- **Motion by Dan Riggs to approve future donations to be used for this year's National Night Out with resolution to follow at next meeting, seconded by Nathan George, passed.**

Police Department – Jimmy Hansen

- Jimmy asks for the city to pay the Hubbard County posse for their help at Paul Bunyan Days. He states that last year, the city paid them \$400.00. He thinks that this year the city should pay \$500.00.
- **Motion by Dan Riggs to pay the Hubbard County Posse \$500.00 for Paul Bunyan Days coming out of parks, seconded by Billy Krotzer.**
- Jimmy asks the council if the city would want to donate \$1000.00 to National Night Out. Suggested that it should be budgeted into the police department for next years budget. The council discusses donating the difference because of a \$250.00 donation he will be getting. That would be \$750.00 and would give National Night Out enough for their budget.
- **Motion by Bobbie Wosika for the City of Akeley to donate \$750.00 to National Night Out, seconded by Billy Krotzer, passed.**

Liquor Store - Lacey Hitchcock

- Lacey was absent.
- Discussion on a cleaner for the Muni. Bobbie states that Lacey talked to a company called Service Master Cleaning. It would cost \$140.00 every day that they would need to clean. The company then called Lacey and told her that they did not have enough staff to be able to assist her. Bobbie says that the cleaner that cleans the Nevis Muni gets paid \$20.00 an hour. Lacey would like to hire a cleaner at \$20.00 an hour. They would work two hours a day, five days a week. Dan Riggs asks why the bartenders do not clean after their shift. It is part of their job.
- **Motion by Bobbie Wosika to table this until next month's meeting, seconded by Billy Krotzer, passed.**

Parks - Billy Krotzer

- Discussion on the wood at the campground needing a roof over it. It would not be a new building. It would just be extending the roof. The wood has been getting wet inside the bags because of how much condensation is building up from being in the sun. There were three quotes to look at showing how much it would cost for materials and labor. Rik would charge \$250.00 to build it. There is already concrete there and could be used as extra storage for things in the winter.
- **Motion by Dan Riggs for Rik to get the materials from Nevis Lumber and build the extension in the amount of \$797.86, seconded by Billy Krotzer, passed.**
- Discussion on the road by the water plant. Reid states that Rik called a few places and only one got back to him. Dan states that he went down there and looked and thought that the road looked fine. Dan would like to hear more from Rik on his reasoning for fixing the road.
- **Motion by Billy Krotzer to table this matter until there is more information, seconded by Nathan George, passed.**

Water/Sewer/Maintenance Report-Reid Watson/Mike Hubner

- Reid states that the packer is working great. He is looking at options for getting a water tank or water truck. Would need a tank that held between 2500 to 3000 gallons of water. It was suggested that he get some prices on those things and brings it to the budget meeting.
- Discussion on the road above the pavilion by the beach. It is washing out and when it washes out it is flowing underneath the concrete at the pavilion. Dan states that he will look at it.
- The irrigator needs a new gasket. It will cost anywhere between \$500-\$700.00 to get it replaced.
- **Motion by Dan Riggs to pay up to \$750.00 for a new gasket for the irrigator, seconded by Billy Krotzer, passed.**
- Dan Riggs asks about the lift station at the campground. It is filled with needles. Reid is working on it on finding out how to get them out.
- Dan Riggs asks Reid if the guy that came in last year to get rid of the weeds will need to come in again this year. Reid states that they are waiting on chemicals to get rid of the algae. It is a different weed than we had last year.

East Hubbard County Fire District –Dan Riggs/Bobbie Wosika

- Report of June minutes.
- The new fire truck is with the dealer right now because of getting repairs. The fire department will be able to get it once the repairs are done.

Old Business

- Chuck says that he does not have any new news. He says that tomorrow they are meeting with the DNR to talk about constructing the helicopter pad. He asks if it was at all possible for the city to come in and do some leveling with the grader. Chuck would also like Reid to be at their meeting tomorrow. The DNR would bring in the class 5.
- John Stewart discusses the DNR working with Reid to get the new parts installed on the pier. The DNR also is concerned about a piling that is close to the surface of the water by the pier and they would like to remove it.
- Discussion on the NSF policy. Bobbie states that there is currently no policy for NSF checks but that what the city is doing is working and there is no need for a policy currently.
- Discussion on building ordinances. Because of COVID, building materials are very hard to get right now. Acting on this and charging someone a penalty would be cruel at this moment.
- Discussion on MN Dot 34 project. Have not heard back or received a new map.

New Business

Public Forum

- Marilyn asks if a sign can be put up telling campers that the campground is further down on Crow Wing Drive. Directions also be included in the confirmation letter that the campers get when they make a reservation. Marv said that he could talk to the county and see what could be done and will work with Reid on getting signage installed.
- Kristin Fake asks if anyone must notify City Hall if they can not finish building their structure because of lack of supplies. The council states that it will be clarified in the future.

Motion by Bobbie Wosika to close the meeting at 7:03pm for Kristi Kath's employee evaluation, seconded by Dan Riggs, passed.

Motion by Dan Riggs to end closed meeting at 7:11pm and open meeting, seconded by Billy Krotzer, passed.

Motion by Billy Krotzer to adjourn at 7:12pm, seconded by Dan Riggs, passed.

**Respectfully Submitted by,
Michaella Becker
Deputy Clerk**

MINUTES OF THE AKELEY CITY COUNCIL REGULAR MEETING HELD AT AKELEY CITY HALL 6:00PM, AUGUST 11TH, 2021

The Akeley City Council met in a regular meeting Wednesday, August 11th, 2021. Mayor Brian Hitchcock called the meeting to order at 6:00pm.

Council members present: Mayor Brian Hitchcock, Dan Riggs, Billy Krotzer, Nathan George, and Bobbie Wosika.

Council members absent:

The Pledge of Allegiance was recited by the Council and attending audience.

Consent Agenda:

- Minutes from July 14th, 2021 Regular Meeting
- Treasurer's Report for July
- Total disbursements including all automatic payments equaling \$132,378.01 Check numbers #19527 to #19608. Voided check number #19546 due to misprint. Total receipts including all automatic deposits equaling \$245,577.85.
- Administration Finance Report for July
- July Permits Issued – 0
- **Motion by Bobbie Wosika approving consent agenda, seconded by Billy Krotzer, passed.**

City Hall – Kristi Kath

- The first installment of the \$8,421.50 of Small Cities Assistance Program funds have been received. Akeley was awarded a total of \$16,843. The balance to come in December. These funds must be used for highway, streets, and roads. There is no set timeline for its use, but it is recommended they be used within two years. We received \$23,438.47 in American Rescue Plan funds. These funds are to be used for infrastructure and for expenses incurred by December 31st, 2024.
- Resolution 15-2021 a resolution acknowledging the donations from Akeley Lions for the Akeley Community Projects Fund in the amount of \$5,000.00.
- **Motion by Billy Krotzer to approve resolution 15-2021, seconded by Nathan George, passed.**
- Resolution 16-2021 is a resolution acknowledging the donations from the Akeley Regional Community Center and Shelter, Akeley Lions, and Enbridge for the Akeley National Night Out Event.
- **Motion by Bobbie Wosika to approve resolution 16-2021, seconded by Dan Riggs, passed.**
- Discussion on setting a budget work session.
- **Motion by Bobbie Wosika to set a budget work session for August 24th, 2021 at 6:00pm, seconded by Billy Krotzer, passed.**

Police Department – Jimmy Hansen

- Discussion of the revision of the Allegations of Misconduct policy.
- **Motion by Billy Krotzer to approve the revised Allegations of Misconduct policy, seconded by Bobbie Wosika, passed.**
- Jimmy states that National Night went well.
- He also wanted to publicly note that the highway 64 block off and detour for construction is for ATVs as well.

Liquor Store - Lacey Hitchcock

- Lacey discusses the cleaner/stocker position. She says that she would like the cleaners to be paid more. She said that she had someone that said they would clean for \$15.00 an hour. She said it would be about 10 hours a week. The days would be Thursdays, Fridays, Saturdays, Sundays, and Mondays.
- **Motion by Dan Riggs to raise the janitorial wage at the liquor store to \$15.00 an hour, seconded by Billy Krotzer, passed.**

Parks - Billy Krotzer

- Brian states the Marv Vredenburg got ahold of the county on the signs to redirect traffic to the campground. The county suggested to have a sign that says no campground access. The sign would cost between \$50.00 to \$100.00. Marv also called the state but has not heard anything back from them.
- **Motion by Dan Riggs to approve Marv Vredenburg to get sign from county, seconded by Nathan George, passed.**

Water/Sewer/Maintenance Report-Reid Watson/Mike Hubner

- Discussion on the Electric Pump quote. Electric pump came in and did inspections of the pumps in the lift stations. Pump 2 at the main lift station needs to be replaced because the metal is deteriorating. Pump 2 at the lift station down by the campground also needs to be replaced because of bearing noises. These pumps can no longer be repaired.
- **Motion by Dan Riggs to approve the Electric Pump quote amounting to \$24,575.00, seconded by Nathan George, passed.**
- Mike states that Bruce Beckley tapped into the cities water main without permission and without permits. He recommends that Bruce pays the costs to have the line dug up and inspected and put back in and that he pays the costs that were charged for the original work and materials and pays for the permits that he needs. Warren Scouton was there to talk because he was the contractor that Bruce had do the work. Additional discussion followed. Then Mike agreed that instead of digging up Warren's work Mike would like Warren to guarantee his work for a year. If anything breaks or any other problems arise, Warren would be responsible for fixing it.
- **Motion by Dan Riggs for Warren to give the city a written warranty for a year, seconded by Billy Krotzer, passed.**
- **Motion by Dan Riggs for Bruce Beckley to pay all the expenses and ordinance expenses as well, seconded by Billy Krotzer, passed.**
- Mike states that there was an anonymous report to the state about the sewer ponds. Jimmy says that the report said that an employee was incompetent and that the sewer ponds were not being ran to code. These accusations were untrue. He says that it may have been someone who was familiar with the city's sewer system. There is a no trespassing sign out there and the gate is always locked. Discussion on possibly getting some other forms of security. Mike says that the report was sent to MPCA, and they came out and did an inspection. Only thing that could not be found were PH calibration reports that were not done by previous operator. It was also said that there is some sluffing happening at the sewer ponds and it should be filled in.
- It was also noted that the algae problem we are having this year is not the same as last year and is due to heat. Second treatment of ponds is working.

East Hubbard County Fire District –Dan Riggs/Bobbie Wosika

- Report of July minutes.
- The new fire truck should be here next week.
- It was also noted that there was a discussion at the meeting that if no one from our department shows up or clocks hours at a fire, we should not be counted in the formula used for billing.

Old Business

- Discussion on Moore Engineering invoice.
- **Motion by Dan Riggs to approve Moore Engineering invoice number 27548 in the amount of \$1457.50, seconded by Nathan George, passed.**
- Chuck discusses that he has investigated some water works for the bathroom project. It would be one inch line 20 feet behind the Paul Bunyan Statue and 20 feet deep. They will be taking a tour of the new Walker bathrooms on August 23rd. Chuck states that he has gotten ahold of the DNR but that he is waiting for a call back.
- Jon Stewart says that there was a problem with the helicopter pad. It will get done but is not currently planned and is not in the time frame previously stated.
- Project manager Cole Nelson talks about the MN Dot 34 project. Darren and Katie, assistant engineers with MN Dot, were there to discuss any concerns that the council may still have about the TH 34 project. He states that he is confident that this plan will work well for the city. Bobbie asks why the city has not received the second map yet. She asked if the accesses that were closed on the first map are now open on the second map. There are a few accesses that have been changed from closed to open. Cole says that he brought the changes back and was told that they would not be able to make all those changes. There was additional discussion about the needs for the road changes. The new plan will separate the sidewalk from the highway and will also be narrower thus less pedestrian exposure time making it much safer. It was decided that Cole and the other engineers would meet separately with individuals that had access concerns to make sure the changes were made on the final map draft. It was also determined that due to the timing of the public hearing, we have until the 16th of September to approve the plans. A new map will be given to City Hall prior to the next meeting with the changes from the individual homeowner discussions made on it. The resolution to approve will be voted on at the next regular council meeting. Bobbie asks if the city will be in charge of striping the crosswalks. Cole replies that the city will be responsible for that.
- Resolution 17-2021 is a resolution for layout approval/disapproval of state project 1118-22 on trunk highway 34.
- **Motion by Bobbie Wosika to table this resolution until next months meetings, seconded by Dan Riggs, passed.**

New Business

- Mary Schwartz from WSB was there to discuss driver feedback signs to put up in Akeley. They would be used to help control speed limits. Highway 64 south is the worst road. Brian states that there is money in highway, streets, and roads to use towards these costs. Bobbie will lead the search for more bids.

Public Forum

- Kristin Fake asks if Mike Hubner must be on site for any excavation that has to do with city water or sewer. The council tells her that Mike must at least approve it.
- Kristin Fake asks for a follow-up of the allegations that were made of her falsely representing herself to the League of Minnesota Cities. She would like proof of these allegations. Brian says she should call the League.

Motion by Billy Krotzer to adjourn at 8:01pm, seconded by Nathan George, passed.

**Respectfully Submitted by,
Michaella Becker
Deputy Clerk**

**AKELEY CITY COUNCIL
WORK SESSION
AUGUST 24TH, 2021 @ 6:00 PM**

The Akeley City Council met in a Work Session Tuesday August 24th, 2021. Mayor Brian Hitchcock called the meeting to order at 6:00pm.

Council Members Present: Brian Hitchcock, Dan Riggs, Bobbie Wosika, Nathan George, and Billy Krotzer.

Council Members Absent:

Employees Present: Kristi Kath

Discussion with regards to the General Fund budget for the 2022 Levy with the following highlights:

- Kristi asks if anyone has heard anything about the fire contract. Is the equipment fund being raised? Bobbie states that it will be changed from \$4,000.00 to \$5,000.00.
- Discussion on charging a minimum of an hour of an hourly wage for data requests.
- Discussion on life insurance. It was done differently this year, so the amount is lower.
- Kristi talks about the miscellaneous subscriptions and dues going up due to the Office 365 subscription.
- There are two changes to government buildings and plant. Kristi says that she put a five percent increase for water because it is unknown if the water rates are going to be raised. The gas utilities should be raised because of at this time the city has not received the LAC contract yet. Raise it the \$2,000.00.
- Discussion on the women's bathroom in City Hall needing to be fixed. Some of that work can be done this year. Inquire some quotes.
- Discussion on budgeting for National Night Out in the police administration budget. Kristi put \$500.00 in there. This year the city gave \$750.00 from the park. The council agreed to leave it at \$500.00.
- Wages for highway, streets, and roads went down because of the wage changes with Kelly leaving.
- Discussion on wanting to raise highway, streets, and roads motor fuels to \$5,000.00 because of the grader being ran more.
- The council would like gas utilities for highway, streets, and roads raised to \$2,000.00.
- Discussion on machinery and equipment.
- Kristi talks about street lighting budget. Wants to know if the council would like the raise the amount that is being set for street lighting project. Bobbie suggests raising it \$1,000.00. It was decided to keep this amount the same at \$13,750.00. Electric utilities will be raised to \$12,500.00.
- With these changes the Levy would be \$209,733.87.

Motion by Dan Riggs to adjourn at 7:03pm, seconded by Nathan George, passed.

Respectfully Submitted By;
Michaella Becker
Deputy Clerk
City of Akeley

MINUTES OF THE AKELEY CITY COUNCIL REGULAR MEETING HELD AT AKELEY CITY HALL 6:00PM, SEPTEMBER 8TH, 2021

The Akeley City Council met in a regular meeting Wednesday, September 8th, 2021. Mayor Brian Hitchcock called the meeting to order at 6:00pm.

Council members present: Mayor Brian Hitchcock, Dan Riggs, Billy Krotzer, Nathan George, and Bobbie Wosika.

Council members absent:

The Pledge of Allegiance was recited by the Council and attending audience.

Consent Agenda:

- Minutes from August 11th, 2021, Regular Meeting
- Minutes from August 24th, 2021, Work Session
- Treasurer's Report for August
- Total disbursements including all automatic payments equaling \$129,091.54 Check numbers #19609 to #19703. Voided check number #19654 due to wrong vendor. Total receipts including all automatic deposits equaling \$150,275.04
- Administration Finance Report for August
- August Permits Issued – 2
- **Motion by Bobbie Wosika approving consent agenda moving Ted Vankempen under City Hall, seconded by Dan Riggs, passed.**

City Hall – Kristi Kath

- Discussion on the certification of the 2022 preliminary levy. The number has changed since the work session due to receiving the liability insurance amount. Also received notice from the league that the city's dues will be raised by 5 percent. The preliminary levy will now be \$209,958.87.
- **Motion by Dan Riggs to approve the 2020 preliminary levy in the amount of \$209,958.87, seconded by Nathan George, passed.**
- Discussion on raising the credit card limit for her visa card. The current limit is \$2,500.00. When there are special events, the limit is not enough. Kristi would like it to be raised to \$3,000.00.
- **Motion by Dan Riggs to raise credit card limit to \$3,000.00, seconded by Bobbie Wosika, passed.**
- The city received the LAC contract. The pre pay contract price per gallon is \$1.59. Currently the city still has 2893.8 gallons left from last years contract. Kristi states that instead of getting 5400 gallons, she suggests that the city agree on 4500 gallons. The total payment for the contract would be \$7,144.00.
- **Motion by Dan Riggs to purchase 4500 gallons at the pre buy price of \$1.59 from LAC, seconded by Nathan George, passed.**
- Ted Vankempen discussed that the county received 4.2 million dollars from the American Rescue Act and that some of that money can be spent on infrastructure or water and sewer. He states that Kristi talked to him about one of the sewer ponds liners needing to be replaced. He says that these funds could be used to replace the liner. Mike Hubner says the money could be used to fix several things. Ted was asked whether the funds would cover engineering costs. He states he is unsure but says that the funds possibly could. He says that they have until December 31st, 2024, to get the funds allocated to where they are going. The project would need to be completed by December 31st, 2026. Mike says that the city can call around and get information on how much projects are costing. Ted says that they are having a work session this coming Tuesday. The council is interested and would like to put together a project and get back to him.

Motion by Bobbie Wosika to recess the meeting for ten minutes to go out and look at the fire department's new truck, seconded by Nathan George, passed.

Meeting called back to order at 6:34pm by Brian Hitchcock.

Police Department – Jimmy Hansen

- Jimmy thanks the Akeley and Nevis fire departments for their help at a fire last week.

Liquor Store - Lacey Hitchcock

- Lacey was absent

Parks - Billy Krotzer

- Nothing to report.

Water/Sewer/Maintenance Report-Reid Watson/Mike Hubner

- Mike discusses the quotes for the repair of a leak in the water tower. He talked to MIDCO, but they told him that they do not do that kind of work. Due to Maguire Iron Inc. having a project that is nearby, their quote is in the amount of \$3,798.00. This amount will raise if the city does not have them come repair the leak before their other project is finished.
- **Motion by Dan Riggs to approve quote from Maguire Iron Inc in the amount of \$3,798.00, seconded by Billy Krotzer, passed.**
- Mike goes through the results of the MPCA inspection. Everything looks good other than being non-compliant with PH monitor logs. These logs could not be found prior to February 2021.
- Mike states that there will be a change in AE Operations. His supervisor, Eric Appelwick, will be starting his own company starting September 1st. There will be a new contract drawn up. Everything will be the same from the AE Operations contract. The company will be called Advanced Utilities Solutions.
- **Motion by Brian Hitchcock to start a new contract with Advanced Utility Solutions with the same terms, people, and liability in leu of the contract we currently have with AE Operations, seconded by Dan Riggs, passed.**

East Hubbard County Fire District –Dan Riggs/Bobbie Wosika

- Report of August minutes.

Old Business

- Discussion on Moore Engineering invoice number 27824. This is part of Task Order #2. Bobbie asks if it is at all possible to get the invoices emailed to the committee when they come in so that they can talk about them at their meetings.
- **Motion by Bobbie Wosika to approve Moore Engineering invoice number 27824 in the amount of \$2,813.75, seconded by Nathan George, passed.**
- Cole Nelson was there to discuss the revised layout of the MN Dot TH 34 project. If no one has any further concerns, then the council will move on to approving resolution 17-2021 which is a resolution for layout approval of State Project 2902-44 on Trunk Highway 34.
- **Motion by Dan Riggs to approve resolution 17-2021, seconded by Billy Krotzer, passed.**
- Discussion on speed sign quotes. Kristi states that she received two more bids from different companies. Kristi suggests going the solar route. She states that she feels like WSB would be a better option. Also says that the council should also keep in mind the installation fees. They will be anywhere between \$1,500.00 to \$2,000.00 per sign. The cost for four signs, not including the installation, would be \$16,438.00
- **Motion by Brian Hitchcock to table this subject until the October regular meeting, seconded by Dan Riggs, passed.**

- Kristin Fake discusses building ordinances. She says that she will bring it up at every council meeting until the matter is addressed.

New Business

- Brian Hitchcock reads a card from the Akeley Library thanking the city for their donation.

Public Forum

- Kenny Holm updated the council on the status of the shelter. He states that they have hired an executive director. Her name is Allison Forte. Allison states that she is excited to move forward and be apart of this shelter. She also says that they are working on strategic planning of a timeline for opening in phases. When they get to each phase, they will notify the council on where they are at once each step is reached. They will open in full capacity down the road but hope to open in some capacity very soon.

Motion by Dan Riggs to adjourn at 7:06pm, seconded by Billy Krotzer, passed.

**Respectfully Submitted by,
Michaela Becker
Deputy Clerk**

MINUTES OF THE AKELEY CITY COUNCIL REGULAR MEETING HELD AT AKELEY CITY HALL 6:00PM, OCTOBER 13TH, 2021

The Akeley City Council met in a regular meeting Wednesday, October 13th, 2021. Mayor Brian Hitchcock called the meeting to order at 6:00pm.

Council members present: Mayor Brian Hitchcock, Dan Riggs, Nathan George, and Bobbie Wosika.

Council members absent: Billy Krotzer

The Pledge of Allegiance was recited by the Council and attending audience.

Consent Agenda:

- o Minutes from September 8th, 2021 Regular Meeting
- o Treasurer's Report for September
- o Total disbursements including all automatic payments equaling \$174,122.90 Check numbers #19704 to #19787. Total receipts including all automatic deposits equaling \$130,829.12
- o Administration Finance Report for September
- o August Permits Issued – 4
- o **Motion by Bobbie Wosika approving consent agenda, seconded by Nathan George, passed.**

City Hall – Kristi Kath

- o Nothing to report. Kristi was absent.

Police Department – Jimmy Hansen

- o Nothing to report.

Liquor Store - Lacey Hitchcock

- o Lacey was absent

Parks - Billy Krotzer

- o Discussion on being able to start the hiring process for campground managers as Rik and Kathy are not coming back next year. Bobbie suggests checking in with other city owned campgrounds to see how they run theirs.
- o **Motion by Dan Riggs to approve City Hall to start the hiring process for the campground managers position, seconded by Nathan George, passed.**

Water/Sewer/Maintenance Report-Reid Watson/Mike Hubner

- o Discussion on the Johnson Jet-Line contract. It is a five-year contract that starts in 2022.
- o **Motion by Dan Riggs to approve the Johnson Jet-Line contract in the amount of \$8,100.00, seconded by Bobbie Wosika, passed.**
- o Reid discusses the leaking hydrant that MN Rural Water and Jimmy helped him fix.
- o Reid states that the water tower was drained due to a crack and now it has been fixed.
- o Discussion on getting bids for having someone take the brush out of the irrigation field.

East Hubbard County Fire District –Dan Riggs/Bobbie Wosika

- o Report of September minutes.
- o Discussion on the equipment fund raising from \$4,000.00 a year to \$6,000.00 a year. They also want to add another \$1,000.00 to the contract itself. Suggestions waiting to make a decision until the next budget meeting.

Old Business

- Discussion on the reimbursement for Bobbie Wosika for paying the annual fee for the community projects mailbox at the post office. Brian asks if there is a specific reason that they need a mailbox when it could come to the city's mailbox.
- **Motion by Brian Hitchcock to table until next months meeting, seconded by Dan Riggs, passed.**
- Dan states that building materials have come down and thinks that the city should start enforcing the building ordinance. He states that blight could be addressed more too.

New Business

Public Forum

- Chuck Andress says that the next Community Projects meeting is on October 24th.
- Bobbie discusses where the city is at on the permit for the speed signs. Right now, Kristi is waiting for the paperwork to submit for the permit. Mary Schwartz says that she can look into what is going on and see if she can help speed up the process for the city to acquire the permit sooner.

Motion by Dan Riggs to adjourn at 6:35pm, seconded by Bobbie Wosika, passed.

**Respectfully Submitted by,
Michaela Becker
Deputy Clerk**

MINUTES OF THE AKELEY CITY COUNCIL REGULAR MEETING HELD AT AKELEY CITY HALL 6:00PM, NOVEMBER 10TH, 2021

The Akeley City Council met in a regular meeting Wednesday, November 10th, 2021. Mayor Brian Hitchcock called the meeting to order at 6:00pm.

Council members present: Mayor Brian Hitchcock, Dan Riggs, Billy Krotzer, and Bobbie Wosika.

Council members absent: Nathan George

The Pledge of Allegiance was recited by the Council and attending audience.

Consent Agenda:

- Minutes from October 13th, 2021 Regular Meeting
- Treasurer's Report for October
- Total disbursements including all automatic payments equaling \$113,971.66 Check numbers #19788 to #19868. Total receipts including all automatic deposits equaling \$96,338.80
- Administration Finance Report for October
- August Permits Issued – 1
- **Motion by Bobbie Wosika approving consent agenda adding Akeley Ice Racers under new business, seconded by Billy Krotzer, passed.**

City Hall – Kristi Kath

- Resolution 18-2021 is a resolution agreeing to purchase, install, and maintain vehicle speed feedback signs.
- **Motion by Dan Riggs to approve resolution 18-2021, seconded by Billy Krotzer, passed.**
- Resolution 19-2021 is a resolution of the Akeley City Council designating the annual city elections polling place.
- **Motion by Bobbie Wosika to approve resolution 19-2021, seconded by Billy Krotzer, passed.**
- Resolution 20-2021 is a resolution adopting lien or assessment for unpaid charges.
- **Motion by Billy Krotzer to approve resolution 20-2021, seconded by Dan Riggs, passed.**
- Discussion on setting the next budget meeting.
- **Motion by Dan Riggs to set the next budget meeting for December 6th, 2021 at 6:00pm, seconded by Billy Krotzer, passed.**

Police Department – Jimmy Hansen

- Discussion on new radios for Jimmy. Last year the city budgeted an extra \$1,000.00 to go towards his new radio units. \$3,500.00 was budgeted for the police state aid and the city ended up receiving \$7,929.00. That leaves an extra \$3,420.71.
- **Motion by Dan Riggs to purchase the new radio using the police state aide and budget money, seconded by Bobbie Wosika, passed.**

Liquor Store - Lacey Hitchcock

- Lacey was absent

Parks - Billy Krotzer

- Kristi states that she is working on the ads for the campground manager position.
- The Park also received a few more docks from the DNR.

Water/Sewer/Maintenance Report-Reid Watson/Mike Hubner

- Mike discusses the tracer wire specifications for the city. The state of Minnesota has passed it as a new construction code. So, if anyone installs a water line it must have tracer wire with it unless it is residential. The specifications are there to explain how it needs to be done.
- **Motion by Dan Riggs to adopt the Minnesota Rural Water tracer wire specifications, seconded by Billy Krotzer, passed.**
- Mike discusses a keypad that needs to be put in at the water plant. The system cannot be calibrated because the keypad is not working.
- **Motion by Billy Krotzer, to approve purchasing keypad in the amount of \$1,995.00, seconded by Bobbie Wosika, passed.**

East Hubbard County Fire District –Dan Riggs/Bobbie Wosika

- Report of October minutes.
- Meetings will start via zoom in December and continue through March. It will be readdressed in March.

Old Business

- Discussion on the reimbursement for Bobbie Wosika for paying the annual fee for the community projects mailbox at the post office. Brian does not think that an extra mailbox is needed. Bobbie says that it would be nice to keep the mailbox because they have had it for so long. It was agreed to keep it this year to transition to all the mail coming to City Hall starting next year.
- **Motion by Brian Hitchcock to approve the reimbursement of Bobbie Wosika in the amount of \$56.00, seconded by Dan Riggs, passed with Bobbie Wosika abstaining.**
- Discussion on the Moore Engineering invoice. The invoice is for the layout design of the bathrooms.
- **Motion by Bobbie Wosika to pay invoice number 28464 to Moore Engineering in the amount of \$780.00, seconded by Dan Riggs, passed.**
- Moore Engineering will be in town looking at the boundary lines for the bathroom project.

New Business

- Clif Allen and Tyson Hajicek discuss project estimates that could be done in the City of Akeley. They received a call from Kristi asking for estimates due to possibly grant monies from Hubbard County ARPA funding. Clif said that it doesn't look like the city has a CIP which is a capital improvement plan. The water tower could be relined. It would be a good fit for Public Health and Public Safety. There has been recent inspections and videos taken of the water tower. The sewer pond line replacement would be over \$4 million. There is not enough time to put that project information together because of the magnitude of the project. Mike suggests that the lift stations should all have a call out system. Clif states that the language in the application says that multiple projects can be applied for. The low income median that the city is in puts the city in a place to qualify for other funding opportunities for some of the larger projects in the future. The deadline for the application is by December 31st, 2021. Further discussion about the application process.
- **Motion by Dan Riggs to let Moore Engineering proceed with the application for ARPA Hubbard County funds, seconded by Billy Krotzer, passed.**
- Dan Riggs asks the council for a letter of approval for the Akeley Ice Racers.
- **Motion by Bobbie Wosika to approve the Akeley Ice Racers for the 2022 season, seconded by Billy Krotzer, passed with Dan Riggs abstaining.**

Public Forum

- Nels Kramer was there to remind the city of the resolution for sponsorship of the ATV Club. He then discusses being sued in the amount of \$15,000.00 for not fixing a person's driveway. He wants to get it blocked off from highway 34. There is nothing the city can do about it because it is out of city limits. Nels then also asked if in the process of the 34 project that the streets could be fixed to also accommodate four wheelers. Dan said there will be discussion on the trails and accesses for four wheelers. He also wondered if the city could start going through and cleaning up the trees on city property that run down the back side of town. Maybe STS could help clean out what needs to be cleared.
- Resident explains that the reason his house is not sided yet is because he was diagnosed with cancer and is now having some legal problems with his son. Is asking the city council for some extra time to get it sided.
- **Motion by Bobbie Wosika to extend his time to get it sided to a year, seconded by Billy Krotzer, passed.**

Motion by Dan Riggs to adjourn at 7:44pm, seconded by Billy Krotzer, passed.

**Respectfully Submitted by,
Michaela Becker
Deputy Clerk**

**AKELEY CITY COUNCIL
WORK SESSION
DECEMBER 6TH, 2021 @ 6:00 PM**

The Akeley City Council met in a Work Session Monday December 6th, 2021. Mayor Brian Hitchcock called the meeting to order at 6:00pm.

Council Members Present: Brian Hitchcock, Dan Riggs, Bobbie Wosika, Nathan George, and Billy Krotzer.

Council Members Absent:

Employees Present: Kristi Kath

Discussion with regards to the General Fund budget for the 2022 Levy, Water/Sewer rate increase, and Enterprise Fund budgets with the following highlights:

- Kristi states that she proposes a new line item for Council/Town Board Miscellaneous Dues and Subscriptions for \$30.00. This fee is for LMC Minnesota Mayors Association membership and has previously been being deducted from administration budget.
- Kristi states that Administration Rentals: Office Equipment was lowered to \$1,650.00 because it is the percentage off the lease of the equipment, and she feels confident in lowering that from the original \$1,800.00 that was budgeted.
- Discussion on General Government Buildings and Plant Utilities Services: Gas Utilities decreasing from \$1,300.00 to \$1,000.00. Kristi says that she took a percentage of the last two years and feels confident in decreasing it to that amount due to City Hall only using \$500.85 from the \$1,300.00 last year.
- Discussion of the raise in the fire equipment and fire protection contract. Agreement on raising the \$25,000.00 that comes from the enterprise funds to \$27,064.00.
- The Highway, Streets, and Roads Utilities Services: Gas Utilities increased from \$1,700.00 to \$3,000.00 because the shop goes through a lot of propane because it is a big building and not very well insulated.
- Extensive discussion in raising the Water/Sewer rates. Discussion on raising the water rates by 3% and the sewer rates by 1%.
- The remaining enterprise fund budgets will be further discussed at the end of year meeting.

Motion by Bobbie Wosika to adjourn at 6:30pm, seconded by Dan Riggs, passed.

Respectfully Submitted By;
Michaela Becker
Deputy Clerk
City of Akeley

MINUTES OF THE AKELEY CITY COUNCIL REGULAR MEETING HELD AT AKELEY CITY HALL 6:00PM, DECEMBER 8TH, 2021

The Akeley City Council met in a regular meeting Wednesday, December 8th, 2021. Mayor Brian Hitchcock called the meeting to order at 6:00pm.

Council members present: Mayor Brian Hitchcock, Dan Riggs, Nathan George.

Council members absent: Bobbie Wosika

The Pledge of Allegiance was recited by the Council and attending audience.

Consent Agenda:

- Minutes from November 10th, 2021 Regular Meeting
- Minutes from December 6th, 2021 Work Session
- Treasurer's Report for November
- Total disbursements including all automatic payments equaling \$84,538.49 Check numbers #19869 to #19941. Total receipts including all automatic deposits equaling \$74,316.08.
- Administration Finance Report for November
- November Permits Issued – 0
- **Motion by Dan Riggs approving the consent agenda, seconded by Nathan George, passed.**

City Hall – Kristi Kath

- Resolution 21-2021 is a resolution sponsoring Akeley Paul Bunyan ATV Trailriders for grant purposes to maintain round river drive.
- **Motion by Dan Riggs to approve resolution 21-2021, seconded by Nathan George, passed.**
- Resolution 22-2021 is a resolution to approve the 2021 tax levy collectible in 2022.
- **Motion by Dan Riggs to approve resolution 22-2021 in the amount of \$209,838.87, seconded by Billy Krotzer, passed.**
- Amendment 1-2021 to Ordinance 101 Schedule of Fees. The water and sewer rates increased and needed to change City building permits to City permits.
- **Motion by Billy Krotzer to approve amendment 1-2021 seconded by Nathan George, passed.**
- Resolution 23-2021 is a resolution for authorizing summary publication of the following amendments to ordinance number 101 a schedule of fees and charges for various services, licenses, and permits for the City of Akeley.
- **Motion by Dan Riggs to approve resolution 23-2021, seconded by Billy Krotzer, passed.**
- T&M's 2022 liquor license approval.
- **Motion by Billy Krotzer to approve T&M's liquor license, seconded by Nathan George, passed.**
- Discussion on pay equity. To be in compliance, Lacey's wage needs to be raised to \$20.04 due to Reid having less points than she does because he does not have his water license yet.
- **Motion by Billy Krotzer to approve the wage increase to be in compliance effective 12/12/2021, seconded by Nathan George, passed. Brian abstained.**
- Just an FYI that the city received additional ARPA funds in the amount of \$767.55.
- Discussion on setting an end of year finance meeting to discuss the fund balances and transfers.
- **Motion by Dan Riggs to have an end of the year finance meeting on 12/29/2021 at 6:00pm, seconded by Nathan George, passed.**

Police Department – Jimmy Hansen

- Nothing to report.

Liquor Store - Lacey Hitchcock

- Lacey was absent

Parks - Billy Krotzer

- Nothing to report.

Water/Sewer/Maintenance Report-Reid Watson/Mike Hubner

- Discussion on the sidewalks being plowed. There is an ordinance in place that states that the property owner is responsible for their own sidewalks.

East Hubbard County Fire District –Dan Riggs/Bobbie Wosika

- Report of November minutes.
- Discussion on getting rid of the Hon fire truck. The fire district was offered \$2,300.00 for the truck at Pine River Recycling. 501 C is asking for the donation of the truck. Billy Krotzer asks about preserving it. Nathan George states that he would like to see it preserved. If it can make money, then that is what should be done.
- Discussion on the lack of communication about the generator repair. Will send \$500.00 to go towards new generator and not repair the old one.

Old Business

- Discussion on the bathroom project. Bobbie and Chuck were not at the meeting. Kristi states that they were given two layouts to choose from. One layout has three stalls in the men's and women's bathrooms with a maintenance room in the middle and the other has a men's and women's plus a family bathroom.
- **Motion by Brian Hitchcock that the city recommends going with the layout with the family bathroom in it also, seconded by Dan Riggs, passed.**
- Discussion on the speed sign purchase. Kristi states that the city needs to make sure that the signs that the city is purchasing need to be compliant with MN Dot. MN Dot has decided that they are redoing their approved product list. Kristi suggests waiting to purchase the signs until MN Dot gets their new approved list out.
- **Motion by Dan Riggs to table the purchasing of speed signs until further notice, seconded by Nathan George, passed.**

New Business

Public Forum

- Kristin Fake asks if she can request the council hold meetings via zoom.

Motion by Billy Krotzer to adjourn at 6:39pm, seconded by Dan Riggs, passed.

**Respectfully Submitted by,
Michaella Becker
Deputy Clerk**

**MINUTES OF THE AKELEY CITY COUNCIL
SPECIAL MEETING
HELD AT AKELEY CITY HALL 6:00PM WEDNESDAY, DECEMBER 29TH, 2021**

The Akeley City Council met in a Special Meeting Wednesday, December 29th, 2021. Mayor Brian Hitchcock called the meeting to order at 6:00pm.

Council members present: Brian Hitchcock, Dan Riggs, Billy Krotzer, Nathan George, and Bobbie Wosika

Council members absent:

The reason for the special meeting was discuss Hubbard County ARPA Applications, the end-of-year fund balance, end-of year financials for general fund (admin-general government purchases, police department purchases, and maintenance department purchases), liquor store, water/sewer, and park. Also, the end-of-year transfers. Resolution 24-2021, 25-2021, 26-2021, 27-2021, 28-2021, 29-2021, and 30-2021.

- Chuck Andres states that he put in an application for \$70,000.00. Brian states that the council needs to okay it first before he can put an application in on behalf of the city.
- **Motion by Dan Riggs to allow Chuck to proceed with the grant application in the amount of \$70,000.00, seconded by Nathan George, passed.**
- Clif Allen from Moore Engineering was there to discuss projects that could be prioritized. He states that the lift stations seem to be the most important. The four of the lift stations combined would cost around \$900,000.00. The application is based on one lift station in the amount of \$225,000.00. Further discussion on projects that could be worked on.
- **Motion by Bobbie Wosika for Moore Engineering to move forward with the ARPA application, seconded by Billy Krotzer, passed.**
- Discussion on the end of year fund balances. Kristi states that all the balances are sitting fine after fund balance application.
- Discussion on end of year financials for the general fund. Administration has a negative excess of \$4,167.21. Just an FYI for the police account due to receiving more state aid then was budgeted. The Police Department has an excess of \$4,509.29. The maintenance department balance is higher because there was less in wages and Kristi states that money spent on motor fuels was \$1,000.00 less than last year. The Maintenance Department has an excess of \$16,013.76.
- Discussion of liquor store financials. The liquor store came out ahead in the amount of \$72,324.94. One of the resolutions is for transferring \$50,000 dollars into the liquor stores savings account.
- Discussion on Water/Sewer financials. Water did not make money this year. The money in the account did cover the fund balance. Sewer did not make as much money this year but came out over \$4,900.00 ahead. It is helping cover the contracts that were put in place this year. Next year should look better because of budgeting for those contracts.

- Discussion on the park financials. The park did very well this year.
- Resolution 24-2021 is a resolution of the Akeley City Council transferring funds to investment accounts. \$4,509.29 would be transferred into the police car account.
- **Motion by Dan Riggs to approve resolution 24-2021, seconded by Billy Krotzer, passed.**
- Resolution 25-2021 is a resolution of the Akeley City Council transferring funds from the park enterprise fund in the amount of \$20,000.00 and re-designating those funds to the general fund per 2021 budget.
- **Motion by Billy Krotzer to approve resolution 25-2021, seconded by Bobbie Wosika, passed.**
- Resolution 26-2021 is a resolution of the Akeley City Council transferring funds from the Municipal Liquor Store enterprise fund in the amount of \$5,000.00 and re-designating those funds to the general fund per 2021 budget.
- **Motion by Bobbie Wosika to approve resolution 26-2021, seconded by Billy Krotzer, passed.**
- Resolution 27-2021 is a resolution of the Akeley City Council transferring funds to investment accounts. \$13,750.00 would be transferred to the street lighting project account.
- **Motion by Billy Krotzer to approve resolution 27-2021, seconded by Nathan George, passed.**
- Resolution 28-2021 is a resolution of the Akeley City Council transferring funds to investment accounts. \$16,000.00 would be transferred into the maintenance vehicles account.
- **Motion by Dan Riggs to approve resolution 28-2021, seconded by Bobbie Wosika, passed.**
- Resolution 29-2021 is a resolution of the Akeley City Council transferring funds received from state aid for roads to an investment account. \$16,842.80 would be transferred into the capital improvement account.
- **Motion by Billy Krotzer to approve resolution 29-2021, seconded by Dan Riggs, passed.**
- Resolution 30-2021 is a resolution of the Akeley City Council transferring funds to investment accounts. \$50,000.00 would be transferred into the liquor store capital improvement account.
- **Motion by Bobbie Wosika to approve resolution 30-2021, seconded by Billy Krotzer, passed.**

Motion by Dan Riggs to adjourn at 6:57pm, seconded by Nathan George, passed.

Respectfully submitted by:

Michaella Becker
Deputy Clerk