

MINUTES OF THE AKELEY CITY COUNCIL REGULAR MEETING HELD AT AKELEY CITY HALL 6:00PM, JANUARY 12TH, 2022

The Akeley City Council met in a regular meeting Wednesday, January 12th, 2022. Mayor Brian Hitchcock called the meeting to order at 6:00pm.

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

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

Consent Agenda:

- o Minutes from December 8th, 2021 Regular Meeting
- o Minutes from December 29th, 2021 Special Meeting
- o Treasurer's Report for December
- o Total disbursements including all automatic payments equaling \$257,605.08 Check numbers #19942 to #20025. Total receipts including all automatic deposits equaling \$257,760.30
- o Administration Finance Report for December
- o December Permits Issued – 0
- o **Motion by Bobbie Wosika approving the consent agenda, seconded by Billy Krotzer, passed.**

City Hall – Kristi Kath

- o The 2022 regular meeting schedule, which is at 6:00pm on the second Wednesday of every month at City Hall, has no conflicts.
- o **Motion by Billy Krotzer to approve the 2022 regular scheduled meetings, seconded by Nathan George, passed.**
- o Discussion on commissioner appointments.
- o **Motion by Dan Riggs to approve the 2022 department commissioners, seconded by Billy Krotzer, passed.**
- o Resolution 1-2022 is a resolution to adopt consignments for 2022.
- o **Motion by Dan Riggs to approve resolution 1-2022, seconded by Bobbie Wosika.**
- o Resolution 2-2022 is a resolution for authorization approvals for signatories of all accounts at First National Bank of Walker – Akeley Branch.
- o **Motion by Bobbie Wosika to approve resolution 2-2022, seconded by Billy Krotzer, passed.**
- o Resolution 3-2022 is a resolution for payments prior to council approval.
- o **Motion by Billy Krotzer to approve resolution 3-2022, seconded by Nathan George, passed.**
- o Resolution 4-2022 is a resolution allowing wire or automated bank payments.
- o **Motion by Billy Krotzer to approve resolution 4-2022, seconded by Dan Riggs, passed.**
- o Resolution 5-2022 is a resolution for a policy to allow electronic funds wire transfer.
- o **Motion by Billy Krotzer to approve resolution 5-2022, seconded by Dan Riggs, passed.**
- o Resolution 6-2022 is a resolution authorizing the City of Akeley to contribute funds to Hubbard County Aquatic Invasive Species Prevention Program in the amount of \$924.00.
- o **Motion by Bobbie Wosika to approve resolution 6-2022, seconded by Billy Krotzer, passed.**
- o Just an FYI that the 2022 mileage reimbursement per the IRS is 58.5 cents per mile. Last year it was 56 cents.
- o The audit fieldwork day is February 8th.
- o Discussion on the flex plan proposal. Kristi states that she spoke with Bill Singer from our AT Group that the city does their health plan through. He asked if the city ever considered doing a flex plan. She states that it benefits the city and that it also will not cost the city money. It would come out pre-taxed from the employee and the city. The city would not be paying taxes on their portion either. It would

also allow employees that have HSA accounts to put pre taxed funds into their HSA account. She suggests it be available for all full-time employees. It would be \$200.00 a year for maintenance and would also be \$40.00 a month to go with TASC.

- **Motion by Dan Riggs to implement the flex plan proposal, seconded by Billy Krotzer, passed.**
- Discussion on the MNDot TH 34 Project. Peg Davies states that the First Lutheran Church of Akeley does not want a parking lot or sidewalk. Kristi states that she received an email from MNDot stating that they will not officially remove it from the project yet but that if the sidewalk and parking were to be removed, a 6'-8' walkable shoulder would be put into its place. The city does not need to do anything at this moment but is just being brought up to see what the council's thoughts are.

Police Department – Jimmy Hansen

- Jimmy states everything is well, and the investigators conference went well.
- Dan Riggs asks if Jimmy has gotten ahold of the citizens with the partial truck in their yard. Jimmy states that he has and that he gave them until spring to remove it due to it being snowed in.

Liquor Store - Lacey Hitchcock

- Lacey was absent

Parks - Billy Krotzer

- Billy Krotzer states that there was an interview for the campground manager's position. Kristi states that she would like to offer them the contract.
- **Motion by Billy Krotzer to approve offering the Penners the park managers contract, seconded by Nathan George, passed.**

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

- Reid and Mike were absent.
- Discussion on the water tower repair. Kristi states that KLM came out yesterday. They have to review some more of the pictures that the investigators took. She says that she should know by Friday.

East Hubbard County Fire District –Dan Riggs/Bobbie Wosika

- Report of December minutes.

Old Business

- Chuck states that the cost of the project keeps rising. He says that the bids have been coming in lower than the estimates. He says that they are just going to keep moving forward. Kristi states that she received an email that states that the designer over designed the bathrooms and that the project would cost \$350.00 per square foot and the current budget is \$126,000.00. It would limit the bathroom size to be approximately 360 square feet. It would not have a boiler room. It would be base board heat. Kristi states that it would be highly inadequate and that they should not move on with that. Chuck states that he will work on getting it figured out.

New Business

Public Forum

Motion by Bobbie Wosika to adjourn at 6:45pm, 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, MONDAY, JANUARY 31ST, 2022**

The Akeley City Council met in a Special Meeting Monday January 31st, 2022. Mayor Brian Hitchcock called the meeting to order at 5:00pm.

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

Council members absent: Nathan George

The reason for the special meeting was discuss the 2021 pay equity report and submission.

- Kristi proposed the 2021 pay equity report. Discussion followed on lowering Reid's points due to him not having his class c water license and his class d sewer license.
- **Motion by Billy Krotzer to approve the 2021 pay equity report to submit, seconded by Dan Riggs, passed.**

Motion by Bobbie Wosika to adjourn at 5:08pm, 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, FEBRUARY 9TH, 2022

The Akeley City Council met in a regular meeting Wednesday, February 9th, 2022. 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 January 12th, 2022 Regular Meeting
- Minutes from January 31st, 2022 Special Meeting
- Treasurer's Report for January
- Total disbursements including all automatic payments equaling \$133,170.57. Check numbers #20026 to #20101. Total receipts including all automatic deposits equaling \$73,070.78.
- Administration Finance Report for January
- January Permits Issued – 0
- **Motion by Bobbie Wosika approving the consent agenda, seconded by Nathan George, passed.**

City Hall – Kristi Kath

- Discussion on the calcium chloride contract. Reid states that there is an alternative that they are offering instead of the calcium chloride that they have been putting on the road. The alternative is called durablend and is supposed to stick better, and it lasts longer but it is more expensive. Reid states that he thinks we should stick with the calcium chloride.
- **Motion by Dan Riggs to approve the calcium chloride contract in the amount of \$2,991.66, seconded by Bobbie Wosika, passed.**
- The Local Board of Appeals and Equalization meeting will be on April 26th, 2022 at 11:30am at City Hall.

Police Department – Jimmy Hansen

- Jimmy states everything is going well.
- Dan Riggs states that the pier down at the lake access got hit. He asks if a claim needs to be made to the league about the damage. Jimmy says that the people that hit it stated that they would pay for the damages. Reid says that he will talk to the DNR about getting parts for it.

Liquor Store - Lacey Hitchcock

- Lacey was absent

Parks - Billy Krotzer

- Discussion on the parks manager contract. Nothing has changed with the contract. The 2022 managers will be Bernie and Carol Penner.
- **Motion by Bobbie Wosika to approve the parks manager contract with Bernie and Carol Penner, seconded by Dan Riggs, passed.**

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

- Reid discusses wanting to get a lift gate for the city truck. He states that it would be handy for lifting the heavier things that need to be hauled. He says that he tried to get some estimates but the only estimate that he was able to get was from Akeley Auto. The council asks if Reid could get at least one more estimate.
- **Motion by Dan Riggs to table until next month, seconded by Nathan George, passed.**
- Reid states that the water tower is now up and running.

East Hubbard County Fire District –Dan Riggs/Bobbie Wosika

- Report of January minutes.
- The council agreed that the city should pay invoices. They will be reviewing their insurance policy make sure that it is current. They are currently looking at new air packs and looking into resurfacing the parking lot.

Old Business

- Discussion on the Moore Engineering invoices.
- **Motion by Bobbie Wosika to approve Moore Engineering invoice number 29104 in the amount of \$1140.00, seconded by Nathan George, passed.**
- **Motion by Dan Riggs to approve Moore Engineering invoice number 29105 in the amount of \$5,426.20, seconded by Nathan George, passed.**
- Discussion on the Akeley Community Projects letter. Bobbie states that it is a letter that they would like to start sending out to community members. Kristi states some changes should be made to the letter.
- **Motion by Brian Hitchcock to table the projects letter until March's regular meeting, seconded by Dan Riggs, passed.**

New Business

- Brian that he would like to call a special meeting to discuss the deputy clerk's wages. He says that with the pay equity discussion last month, it noted that the deputy clerk is only making \$14.86 an hour and would like to see that increase if possible.
- **Motion by Brian Hitchcock to have a special meeting on February 23th, 2022 at 6:00pm to discuss the deputy clerk's wages, seconded by Dan Riggs, passed.**

Public Forum

Motion by Dan Riggs to adjourn at 6:35pm, seconded by Nathan George, passed.

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

**MINUTES OF THE AKELEY CITY COUNCIL
SPECIAL MEETING
HELD AT AKELEY CITY HALL 6:00PM, FEBRUARY 23RD, 2022**

The Akeley City Council met in a Special Meeting Wednesday February 23rd, 2022. 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 the deputy clerk's wages and change the compensation policy.

- Brian states that after the pay equity report that was submitted it brought on attention to how much the deputy clerk was making. He states that it would be nice to see the position get a raise because of how much more Kella is doing. Right now, she makes \$14.86 an hour and would like to see it raise up to \$17.00 an hour. The proposed split change for the new wage would put administration from 66% to 58%. Water and sewer would remain the same at 6%. On and off sale would raise from 5% to 8% and the park would raise from 12% to 14%. The raise would begin the next pay period which would cause no impact on the budget for 2022. Discussion on the deputy clerk's wage cap in the policy manual.
- **Motion by Dan Riggs to change the policy manual to cap the deputy clerk's position at \$18.00 an hour, seconded by Billy Krotzer, passed.**
- Discussion on the cap for the part-time public works position.
- **Motion by Dan Riggs to change the policy manual to cap the part-time public works position to \$18.00 an hour, seconded by Nathan George, passed.**
- **Motion by Bobbie Wosika to increase the deputy clerk's wages from \$14.86 an hour to \$17.00 an hour effective next pay period, seconded by Dan Riggs, passed.**

Motion by Billy Krotzer to adjourn at 6:15pm, 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, MARCH 9TH, 2022

The Akeley City Council met in a regular meeting Wednesday, March 9th, 2022. Mayor Brian Hitchcock called the meeting to order at 6:00pm.

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

Council members absent: Brian Hitchcock and Bobbie Wosika

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

Consent Agenda:

- Minutes from February 9th, 2022 Regular Meeting
- Minutes from February 23rd, 2022 Special Meeting
- Treasurer's Report for February
- Total disbursements including all automatic payments equaling \$168,938.34. Check numbers #20102 to #20170. Total receipts including all automatic deposits equaling \$76,855.73.
- Administration Finance Report for February
- February Permits Issued – 0
- **Motion by Billy Krotzer approving the consent agenda adding the backhoe under water and sewer and adding the library under new business, seconded by Nathan George, passed.**

City Hall – Kristi Kath

- Discussion about the Moore Engineering bills. The first bill is for \$877.50. It is for when Moore Engineering helped the city get professional engineering paperwork for putting into the insurance company for the water tower leak repair. It will be covered by insurance. The second bill is for \$682.50. It is for Moore Engineering helping the city with the preparation, submittal, and revisions for the ARP grant proposals for Hubbard County. Kristi states that unfortunately Hubbard County has notified the city that Heritage Living Center is not doing well and that the county may need to put the rest of the funds towards the living center. Kristi is checking to see if other ARPA funding can cover these soft costs. Moore Engineering is okay with the city holding off and not paying this invoice until the city has heard back from the county.
- **Motion by Billy Krotzer to pay Moore Engineering invoice #29312 in the amount of \$877.50, seconded by Nathan George, passed.**
- **Motion by Billy Krotzer to table Moore Engineering invoice #29311 in the amount of \$682.50 until next meeting, seconded by Nathan George, passed.**
- Resolution 7-2022 is a resolution acknowledging the donation from Eastern Hubbard County Fire District for the Akeley Community Easter Egg Hunt in the amount of \$2,000.00.
- **Motion by Nathan George to approve resolution 7-2022, seconded by Billy Krotzer, passed.**
- Kristi states that since the next council meeting falls after the easter egg hunt, the league stated that a motion is needed to be able to accept donations that will come before the next council meeting. Kristi will have a resolution ready at the next council meeting for the donations to be accepted.
- **Motion by Billy Krotzer to accept any donations that come in and approve the resolution at the next council meeting, seconded by Nathan George, passed.**

Police Department – Jimmy Hansen

- Jimmy states everything is going well.
- Jimmy says that there have been some scams in town that have been pretty expensive.

Liquor Store - Lacey Hitchcock

- Lacey was absent

Parks - Billy Krotzer

- Nothing to report.

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

- Discussion on the second lift gate estimate from Five Star Auto Body. Akeley Auto's estimate is substantially lower.
- **Motion by Billy Krotzer to approve the Akeley Auto estimate in the amount of \$3,576.63, seconded by Nathan George, passed.**
- Discussion of the riser pipe issue with the water tower. Mike discusses the pictures that were provided to the city from Tri State showing the repairs. Mike states that there may be some sort of flaw in the riser pipe. He says that the city will probably have to get the standpipe replaced. He discusses what was done to the water tower in 2015. The interior bowl was not replaced and was only coated in the problematic areas. Those are beginning to also wear.
- Discussion on the pumps for the lift station. One was replaced. The pump that was replaced is sitting in the city shop in case something happens, and it is needed. Kristi states that the city got a few hundred dollars rebated from Minnesota Power for the pump replacing.
- Reid states that he had Matt Sautbine look at the backhoe. The rear axle is cracked and leaking. Matt says that he would try to find a used one. To replace the entire rear end with new parts would cost close to if not more than \$15,000.00. Used parts would cost half of that. The city could also look into welding it. After further discussion, welding is not an option and would like John Parks to do the work. John Parks gave an estimate of \$2,000.00 for the new axle housing and \$3,000.00 for labor for the one side that is broken.
- **Motion by Dan Riggs to take the backhoe to John Parks to have the one side of the axle fixed, seconded by Billy Krotzer, passed.**

East Hubbard County Fire District –Dan Riggs/Bobbie Wosika

- Report of February minutes.
- Discussion on the easter egg hunt.
- They will be going back to regular in person meetings.

Old Business

- Discussion on the Moore Engineering invoices.
- The project received an extension which goes through February of 2023.
- **Motion by Nathan George to approve invoice number 29278 in the amount of \$2,587.50, seconded by Billy Krotzer, passed.**
- **Motion by Nathan George to approve invoice number 29279 in the amount of \$1,647.50, seconded by Billy Krotzer, passed.**
- Chuck states that he would like to apply for the ARIVG and CHS Prairie Lakes grants. Kristi states that she needs copies of all the grants that he applies for.
- Chucks says that he is working on the addresses for the community letter. The next meeting is on the 28th of March at 5:30pm.

New Business

- Discussion on the letter from the Akeley Community Library asking for a donation again this year. Kristi says that there is \$500.00 budgeted for the library.
- **Motion by Billy Krotzer to pay the budgeted amount of \$500.00 to the Akeley Library now, seconded by Nathan George, passed.**

Public Forum

- Bob from the Emergency Shelter was there to give an update. They are opened to limited capacity. They have so far provided service for 100 days. They have raised a great deal of funds and are very fortunate. Hoping to fully open when they get more staffing. Dan Riggs asks when the best time is to come take a look.
- Kristin Fake asks for clarification on the number of days that have been provided from the emergency shelter. She asks if that means that there are residents residing there. Bob says that he cannot disclose that information due to the fact that it would violate HIPPA.
- Kristen Fake also asks for what the quote amount is for John Parks to fix the backhoe. Dan Riggs states that it is around \$5,000.00 but will not know for sure until it is opened up.

Motion by Billy Krotzer to adjourn at 6:52pm, seconded by Nathan George, passed.

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

**MINUTES OF THE AKELEY CITY COUNCIL
SPECIAL MEETING
HELD AT AKELEY CITY HALL 4:30PM, MARCH 28TH, 2022**

The Akeley City Council met in a Special Meeting Monday, March 28th, 2022. 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 approve resolution 8-2022. It is a resolution reestablishing precincts and polling places. There have been no changes for the City of Akeley but there needs to be a resolution even though there was no change.

- **Motion by Billy Krotzer to approve resolution 8-2022, seconded by Nathan George, passed.**

Motion by Bobbie Wosika to adjourn at 4:34pm, 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, APRIL 13TH, 2022

The Akeley City Council met in a regular meeting Wednesday, April 13th, 2022. Mayor Brian Hitchcock called the meeting to order at 6:00pm.

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

Council members absent: Billy Krotzer

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

Consent Agenda:

- Minutes from March 9th, 2022, Regular Meeting
- Minutes from March 28th, 2022, Special Meeting
- Treasurer's Report for March
- Total disbursements including all automatic payments equaling \$102,770.30. Check numbers #20171 to #20242. Total receipts including all automatic deposits equaling \$145,656.20.
- Administration Finance Report for March
- March Permits Issued – 0
- **Motion by Bobbie Wosika to approve the consent agenda, seconded by Nathan George, passed.**

City Hall – Kristi Kath

- Jon Roscoe from Miller McDonald Inc. presented the 2021 auditors report, financial statements, and communication letters. He gave a summary of the city's standing at year end.
- Clif Allen from Moore Engineering was there to discuss the memorandums. He presented the first one for preliminary project scope estimates. To rehabilitate the water tower interior, it could cost anywhere between \$200,000 to \$500,000. To replace the sanitary lift station pumps and controls could range up to \$900,000.00 depending on the degree of upgrade. To replace the three sewer pond liners would estimate to be \$1,900,000.00. Collectively, these projects indicate a need of approximately \$4.3 million in infrastructure investments. Next, he discussed the second memorandum for funding application deadlines. Professional services to submit application would estimate from \$3,500 to \$5,500.
- **Motion by Dan Riggs to approve Moore Engineering to move forward with the PFA submission to the PPL, and to prepare request to move projects from PPL to the IUP to determine funding eligibility. Profession fees for this are not to exceed \$5,500.00 memorandum up to \$5,500, seconded by Nathan George, passed.**
- Discussion on the Hubbard County Assessor contract renewal. It will increase from 1% to 2% beginning in 2024.
- **Motion by Bobbie Wosika to approve the renewal contract with David Johnson, seconded by Dan Riggs, passed.**
- Resolution 9-2022 is a resolution acknowledging the donation from Akeley Fire and Rescue Auxiliary, Akeley Chamber of Commerce, Jason and Kella Dunham, Akeley Lions Club, Akeley T&M, BDB Building LLC, North Country Repair, Arvig, John and Christina Elavsky, Tim & Robbie Gack, Akeley Council, and Zappy's Café for the Akeley Community Easter Egg Hunt.
- **Motion by Nathan George to approve resolution 9-2022, seconded by Bobbie Wosika, passed.**
- Resolution 10-2022 is a resolution acknowledging the donations from Peggy Davies for the Akeley Community Projects fund.
- **Motion by Dan Riggs to approve resolution 10-2022, seconded by Nathan George, passed.**

- Discussion on ARPA funds going towards the bill for the water tower repair. Kristi just wanted to ask the council if they wanted to use the ARPA funds to offset the repair bill, which was not covered by insurance. At this time the bill had come out of the water fund.
- **Motion by Bobbie Wosika to use the APRA funds to pay for the repair of the water tower in the amount of \$8,000.00, seconded by Dan Riggs, passed.**
- FYI that the Board of Appeals and Equalization meeting is on April 26th, 2022 at 11:30pm located at City Hall.

Police Department – Jimmy Hansen

- Jimmy states everything is going well. He just returned from training at the chief's conference. Training went well. There were a few drugs busts over the last few weeks, one that confiscated 60m of cocaine.

Liquor Store - Lacey Hitchcock

- Lacey was absent
- Still working on getting bid for the patio and bathroom remodel.

Parks - Billy Krotzer

- Discussion on the campground opening late. There is still ice on the lake and once the snow melts there will need to be some decent weather for it to dry up before it can be accessible. Kristi states that she does not foresee the campground being able to open by May 1st.
- Discussion on the size of RVs that are coming into the campground. Kristi states that the RVs that a few of the seasonals have do not fit properly into their sites because they are bigger than 40 feet. It is a state law that there needs to be at least ten feet between campers. Kristi would like support from the council to draft a letter to the seasonals about adherence to the size limit.
- **Motion by Dan Riggs to approve Kristi in sending out a letter enforcing size adherence for the seasonals, seconded by Nathan George, passed.**

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

- Mike was absent.
- Reid asks the council to table the water hydrant repair discussion until next meeting.
- **Motion by Dan Riggs to table hydrant repairs until next meeting, seconded by Nathan George, passed.**
- Discussion on when city wide clean-up will be this year. Reid states that it will be on May 14th and 15th. Bobbie asked if it could be moved to the first weekend in June. Might consider is for next year but leaving it the 14th and 15th for this year.
- Reid states that he is working on repairing the roads.

East Hubbard County Fire District –Dan Riggs/Bobbie Wosika

- Report of March minutes.
- Discussion on the Joint Powers Agreement proposed changes. Would like a draft that is agreed on to be sent to the league before the city approves it. It is still a work in progress.

Old Business

- Discussion on the community projects letter. Kristi talked to Amy Denz and asked her suggestions for the community projects letter. Bobbie and Peg read through the letter and there needs to be a couple of changes. They are getting addresses together and would like to get the letter out soon. Kristi and Kella will start printing them in batches. Kella can do the address labels. Chuck states that the postage will cost \$184.00. Chuck states that he went to Haas printing to see how much it would cost to do all of it including postage. That would cost \$452.82. Kristi asks Chuck what the percentage of people will open the letter with the machine looking labels. Chuck states that it is about two percent. Dan thinks that if there was some way to put the city logo on the letters that maybe it would peak more people's

interest. Council agrees that there needs to be more information and cost estimates before approving bulk mailing.

- **Motion by Bobbie Wosika to approve the community projects park letter, seconded by Nathan George, passed.**
- Brian reads a thank you card from the Akeley Library.

New Business

- Discussion from Nathan about there possibly being three people that are stepping down from the HRA. If they have not found any new members by May's meeting, the HRA might have to be dissolved.
- Dan discusses the possibility of giving all employees a raise due to inflation. When the budget was set, there was no way to know that inflation would be so much.

Public Forum

- Marv Vredenburg discussed concerns with the campground. He states that the seasonals would like a date to be set for when the campground will open. Council thinks that it is hard to set a date due to not knowing what weather conditions will bring. Kristi states that the city will try and give a week notice before opening. The city will put updates on the website and on Facebook page weekly for people to check. Marv discusses the road condition at the end of the campground and what can possibly be done to fix it.
- Dan asks is Reid has found out any new information on the sidewalk down by the bank. MN Dot is going to help repair it.

Motion by Dan Riggs to adjourn at 7:36pm, seconded by Nathan George, passed.

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

**MINUTES OF THE AKELEY CITY COUNCIL
LOCAL BOARD OF APPEALS AND EQUALIZATION
HELD AT AKELEY CITY HALL 11:30PM, APRIL 26TH, 2022**

The Akeley City Council met for the Local Board of Appeals and Equalization Meeting Tuesday, March 26th, 2022. Acting Mayor Dan Riggs called the meeting to order at 11:30pm.

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

Council members absent: Brian Hitchcock and Nathan George

The reason for the meeting was for the Local Board of Appeals and Equalization.

- Jamie from Hubbard County was there to give a brief overview. She states that the purpose of the Local Board of Appeal and Equalization is give a fair and objective process for property owners for a chance to appeal the evaluation and classification of their property. Market value is determined by the assessor on what the property would sell for as of now. The assessor's values must fall between 90% and 105% to be compliant. A 12-month sales study is done three months prior to the assessment. A median for the ratio of each class is used. She states that the last study done, it has shown a strong market. If a property owner does not feel like the numbers are not correct, they can appeal to the county board. In Hubbard County, they are seeing increases in value between 25% and 100%. That does mean that the property taxes will increase. She states that if your property taxes go up more than 12% that you can apply for the property tax refund or tax relief.
- Maria Shepherd was there to discuss rates. County wise in 2021, there was 440 residential and commercial properties that sold. The county saw a 25% rate increase per square foot. Properties that were under 1100 square feet were being undervalued. They added an additional 25% increase to those properties to even it out. Larger homes that were over 3000 square feet were decreased by 3%. She states that Akeley had nine sales for 2021. The buildings needed to be valued more than the land. If market conditions change, it will be brought back down.
- Kristen Fake states that she has some problems with her property values. The first property was parcel number 29.37.28100. She states that she purchased that property for \$32,000.00. It is now valued at \$54,400.00. The sale occurred February of 2022 so it will be a part of the next study. Darin Katzenmeyer, Akeley's city assessor, states that he can look inside the house and address it to the county board. The second property was parcel number 29.37.06600. She states that this property has been over valued since she bought it five years ago. She says she paid \$10,000.00 for it and now it is valued at \$73,000.00. Darrin states that he can do an inside inspection in that property too.
- **Motion by Billy Krotzer to take no action on Kristin Fake's properties, seconded by Bobbie Wosika, passed.**

Motion by Billy Krotzer to adjourn at 12:15pm, 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, MAY 11TH, 2022

The Akeley City Council met in a regular meeting Wednesday, May 11th, 2022. Mayor Brian Hitchcock called the meeting to order at 6:00pm.

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

Council members absent: Nathan George

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

Consent Agenda:

- Minutes from April 13th, 2022, Regular Meeting
- Minutes from April 26th, 2022, Special Meeting
- Treasurer's Report for April
- Total disbursements including all automatic payments equaling \$91,417.33. Check numbers #20243 to #20317. Total receipts including all automatic deposits equaling \$82156.80.
- Administration Finance Report for April
- April Permits Issued – 2
- **Motion by Bobbie Wosika to approve the consent agenda, seconded by Billy Krotzer, passed.**

City Hall – Kristi Kath

- Discussion on a Moore Engineering invoice. Unfortunately, the city will not be getting any funds from the Hubbard County grant application for the soft cost.
- **Motion by Bobbie Wosika to pay Moore Engineering invoice number 29311 in the amount of \$682.50, seconded by Dan Riggs, passed.**
- Discussion of the LMC liability coverage waiver form.
- **Motion by Dan Riggs not to waive liability coverage, seconded by Billy Krotzer.**
- Resolution 11-2022 is a resolution on LGA formula update and \$90 million appropriation increase. It is a resolution showing support for the increase which the city would potentially receive up to \$107,336.00 in LGA if passed.
- **Motion by Billy Krotzer to approve resolution 11-2022, seconded by Dan Riggs, passed.**

Police Department – Jimmy Hansen

- Jimmy states everything is going well. He states that he has discussed with a few property owners about blight and encouraged them to take advantage of the Akeley city wide clean-up.

Liquor Store - Lacey Hitchcock

- Lacey states she has nothing to report. She is still working on getting bids for the bathroom remodel.

Parks - Billy Krotzer

- Campground is still closed. Reid tried to put docks in but ended up sinking into the ground. Is going to let it sit over the weekend before he tries to put docks in again.

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

- Mike discusses the water hydrant repairs in town. There are a few hydrants that are older in town that need parts replaced. He would like to start making a list of hydrants and make a maintenance schedule for them moving forward.
- **Motion by Billy Krotzer to approve the cost of repairing of hydrants in the amount of \$1524.83, seconded by Bobbie Wosika, passed.**

- Mike discusses the water tower standpipe repair. He states that the standpipe would need to be stripped for it to be inspected. Tri State Coatings would do the removal of the frost jacket and the insulation to have an inspection done. The inspection would be done by Acuren and would cost \$5,300.00. Mike states that this is more of a discussion. He does not think that it will be done this year.
- Reid states that there is a culvert on Carroll Street that is failing. The city's backhoe is not big enough to do the job. He can get a culvert from the county for \$758.90. Tyler's Backhoe Service would come in and install the culvert for \$2,500.00.
- **Motion by Dan Riggs to purchase the culvert from Hubbard County for up to \$800.00, seconded by Billy Krotzer, passed.**
- **Motion by Dan Riggs to approve Tyler's Backhoe Service to replace the culvert in the amount of \$2,500.00, seconded by Billy Krotzer, passed.**
- Reid states that he needs more help. Herb no longer wants to be part-time and would like to go back to being casual. City Hall will post a help wanted ad.

East Hubbard County Fire District –Dan Riggs/Bobbie Wosika

- Report of April minutes.
- It was noted that Michaela Dunham was hired as treasurer for the board.

Old Business

- Discussion on the letter that the community projects wanted to send out. It can not be sent out from the committee because it is apart of the city. It was suggested that the letter be sent from a non-profit organization. The city attorney fee and the filing fee for the 501C3 would cost \$580.00. Suggestion to run it through a non-profit that already has a 501C3.
- **Motion by Brian Hitchcock to table the community projects nonprofit until further detail of options for the 501C3 status, seconded by Billy Krotzer, passed.**
- Chuck Andres states that the committee finally received the green light for the bathroom project.
- Discussion on speed signs. Kristi states that MN Dot states that they are working on it.

New Business

- Neil Elavsky was there with concerns with the liquor store management and employees. Council attempted to address his concerns. He left not feeling heard or understood.

Public Forum

- Kristen Fake asked if Reid had his wastewater license. He has his wastewater license. She then asked if that would mean that the city would no longer need to be in a contract with Advanced Utility Solutions. Because Reid does not have his water license, the city still needs the contract.

Motion by Bobbie Wosika to adjourn at 7:15pm, 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, JUNE 8TH, 2022

The Akeley City Council met in a regular meeting Wednesday, June 8th, 2022. Mayor Brian Hitchcock called the meeting to order at 6:00pm.

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

Council members absent: Nathan George and Billy Krotzer

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

Consent Agenda:

- Minutes from May 11th, 2022, Regular Meeting
- Treasurer's Report for May
- Total disbursements including all automatic payments equaling \$110,814.07. Check numbers #20318 to #20395. Voided check number 20390 due to double payment. Total receipts including all automatic deposits equaling \$113,902.85.
- Administration Finance Report for May
- May Permits Issued – 0
- **Motion by Bobbie Wosika to approve the consent agenda, seconded by Dan Riggs, passed.**

City Hall – Kristi Kath

- Discussion of the two-year Hubbard County Attorney contract. Nothing has changed.
- **Motion by Dan Riggs to approve the new contract for the Hubbard County Attorney, seconded by Bobbie Wosika, passed.**
- Discussion of the billboard contract. The only change is the amount. Instead of \$2,000.00 a year, Joe Peirce proposes \$2,500.00 a year.
- **Motion by Bobbie Wosika to approve the billboard contract with Joe Pierce in the amount of \$2,500.00 a year for the next five years, seconded by Dan Riggs, passed.**
- Just an FYI that at the next meeting on July 13th there will be employee evaluations.

Police Department – Jimmy Hansen

- Jimmy was absent.
- Discussion on the Hubbard County Posse for Paul Bunyan Days. Last year the city donated \$500.00 for the posse to be at Paul Bunyan Days.
- **Motion by Dan Riggs to donate \$500.00 to the Hubbard County Posse for Paul Bunyan Days, seconded by Bobbie Wosika, passed.**

Liquor Store - Lacey Hitchcock

- Lacey was absent.

Parks - Billy Krotzer

- Nothing to Report.

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

- Mike was absent.
- Discussion on having a second city wide clean up. Reid suggests that the city does not have it anymore because of the amount of garbage and debris that people were bringing. A second one is not in the budget for this year. Dan Riggs suggests maybe putting a limit on how much can be brought to the dumpsters. Brian states that the city takes no action at this time.

- Discussion about painting the crosswalks. Reid states that he can paint them.
- Reid says that he would like to look into replacing Herb's mower. It is not working properly. It is leaking hydraulic fluid and the tires are bad. The council would like to see some quotes before a decision is made.
- **Motion by Brian Hitchcock to table Herb's mower until next regular meeting, seconded by Dan Riggs, passed.**

East Hubbard County Fire District –Dan Riggs/Bobbie Wosika

- Report of May minutes.
- Discussion on the Hon fire truck. Other entities agree they would like to see it go to the historic club.
- **Motion by Dan Riggs to allow the Hon to go to the historic club, seconded Bobbie Wosika, passed.**
- Discussion on the Joint Powers Agreement. Where it changed authorization from town boards to their representatives can not be like that because it should be the entities. Also the calls calculated time frame falls after budget time and would need it to be August. Those issues will be brought back to the next fire board meeting. It will also need to be sent to the league to look over it.

Old Business

- Discussion on the Community Projects Non-Profit. The Akeley Chamber will take on the non-profit for the Community Projects. It has been run through the league and the city's attorney.
- Discussion on the speed signs. Mary Schwartz states that she has been in contact with MN Dot. They still have not finalized the changing of their regulations so it would be better to wait until the regulations are changed so that the city can get approved speed signs.

New Business

- Peg Davies was there to speak about Paul Bunyan Days. She asked if the city could spray for mosquitos before Paul Bunyan Days. Reid will check into getting someone there to spray. She also asks if the City can provide the dumpsters and the porta potties again this year. Last year the city paid \$1,280.00 for 8 regular and 2 handicapped porta potties. Kristi states she already had a bid for \$1,200.00 for the same as last year. Kristi believes the dumpsters cost around \$500.00 last year.
- **Motion by Dan Riggs that the city pays for the porta potties in the amount up to \$1,200.00 for Paul Bunyan Days, seconded by Bobbie Wosika, passed.**
- **Motion by Bobbie Wosika to pay for the dumpsters for Paul Bunyan Days not to exceed \$750.00, seconded by Dan Riggs, passed.**
- Marie Crosby and Joel were there to discuss cleaning for the seniors. Marie states that city hall has not been cleaned for two years and they received a bid for \$271.12 to get a deep clean from The Dust Busters. Kristi asks why they feel like it needs to be cleaned when both herself and Kella clean the building. Joel states that they have resurfaced the parking lot and sprayed for bugs. Kristi states that the city also paid for that. It would cost \$134.22 to have it cleaned monthly.
- **Motion by Dan Riggs to table the cleaning, seconded by Bobbie Wosika, passed.**

Public Forum

- Neil Elavsky read a speech he had wrote about concerns that he had with the Northwoods Press and the Akeley Municipal Liquor Store. Brian thanks him for his time.

Motion by Bobbie Wosika to adjourn at 6:55pm, 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, JUNE 29TH, 2022**

The Akeley City Council met in a Special Meeting Wednesday, June 29th, 2022. 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 to discuss potential wage increases.

- Bobbie states that she does not agree with only the department heads receiving a raise when it was stated that everyone should get a raise due to inflation at the April regular meeting.
- Kristi discusses the numbers that she put together for each department head and how much it would impact the budget.
- Discussion on giving all the part time bartenders \$1.00 an hour raises and part time maintenance. Herb, Kella, and Becca and all department heads a \$2.00 an hour raise.
- **Motion by Dan Riggs that all department heads get a \$2.00 an hour raise including Rebecca Jackson, Herb Young, and Kella Dunham and that all part time bartenders and maintenance get a \$1.00 an hour raise, seconded by Nathan George, passed.**

Motion by Bobbie Wosika to adjourn at 6:24pm, 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 13TH, 2022

The Akeley City Council met in a regular meeting Wednesday, July 13th, 2022. Mayor Brian Hitchcock called the meeting to order at 6:00pm.

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

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

Consent Agenda:

- Minutes from June 8th, 2022, Regular Meeting
- Minutes from June 29th, 2022, Special Meeting
- Treasurer's Report for June
- Total disbursements including all automatic payments equaling \$140,651.40. Check numbers #20396 to #20477. Total receipts including all automatic deposits equaling \$259,287.26.
- Administration Finance Report for June
- June Permits Issued – 0
- **Motion by Bobbie Wosika to approve the consent agenda adding mowing under the police department, seconded by Dan Riggs, passed.**

City Hall – Kristi Kath

- Resolution 12-2022 is a resolution acknowledging the donations from Arivg, David and Jill Shay, Harvey and Darlene Hanson, Glenna Merritt, Bruce's Construction, Jon Neumann, Tammy Halverson, Barbara Blood, Frank and Deloris Lamb, Leslie Nepl, Bryan and Lo Ann Cox, Daniel Downs, Steven and Luann Lof, T & M Express, and Anonymous for the Akeley Community Projects Fund.
- **Motion by Dan Riggs to approve resolution 12-2022, seconded by Nathan George, passed.**
- Resolution 13-2022 is a resolution acknowledging the donation from the Eastern Hubbard County Fire District for the Akeley National Night Out.
- **Motion by Bobbie Wosika to approve resolution 13-2022, seconded by Nathan George, passed.**
- Kristi asks council for a motion to be able to deposit donations for National Night Out that have not come in yet and do a resolution for them at the next meeting.
- **Motion by Dan Riggs to approve depositing the incoming National Night Out donations, seconded by Billy Krotzer, passed.**
- Kristi discusses TH34 project utilities task order from Moore Engineering. The city needs engineers to put the plans to MnDot for any utilities that need to be moved for the TH34 project. It would be the city's responsibility to pay for the costs. The contractor will do the work but at the city's expense.
- **Motion by Dan Riggs to approve Moore Engineering's task order allowing Moore Engineering to handle the TH34 project utilities, seconded by Bobbie Wosika, passed.**
- Discussion on the repair of the Paul Bunyan statue. Billy says that he can look at it. Kristi says that there are some spots on his hand and a few other places that need to be touched up. The chamber has the money to pay for the repairs.
- **Motion by Bobbie Wosika to approve Billy Krotzer and his family to repair the Paul Bunyan statue, seconded by Nathan George, passed.**
- The mileage expense rate went up from .585 to .625 per the IRS.
- **Motion by Billy Krotzer to approve the new mileage rate of .625 as of July 1st, 2022, seconded by Dan Riggs, passed.**

Police Department – Jimmy Hansen

- Discussion on a few yards that need to be mowed. Jimmy states that he had talked to a few people before Paul Bunyan Days.
- Jimmy states that Paul Bunyan Days went well.

Liquor Store - Lacey Hitchcock

- Lacey states that she was measuring some things for building the patio and there is a pole. Minnesota Power states that it is not their pole. MnDot will probably be removing it in part of the TH34 project. Suggestion on waiting until the project is over to start building.
- Lacey states that she is going to start giving the council members the incident reports so that if they are called, they will know what happened.

Parks - Billy Krotzer

- Discussion on getting the cameras put up at the campground.
- Kristi states that Stan's Tree Service came in and removed a tree at the campground. It was dangerous and needed to come down.

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

- Mike was absent.
- Reid discusses Herb's mower that is not working. It would cost around \$1,500.00 to get it fixed. It is cheaper than buying a new mower. Discussion on getting it fixed and then budgeting for a new one come budget time.
- **Motion by Dan Riggs to approve the repair of the mower for up to \$1,650.00, seconded by Nathan George, passed.**
- Reid states that one of the lift stations went down due to lighting striking a pole. They had a to have it pumped and it is back up and running.
- Kristi says that Mike asked her to discuss possibly getting better equipment to catch a problem better when it arises. Reid says that possibly getting back up generators may help. Kristi states she can reapply for the grant to get back up generators.

East Hubbard County Fire District –Dan Riggs/Bobbie Wosika

- Report of June minutes.
- Discussion on the Joint Powers Agreement. Brian would like the league to look at it before the city approves it.
- They received \$2,500.00 from Itasca Mantrap for air packs. They continue to work on additional funding.

Old Business

- Chuck states that they are starting to see results from the community letter that was sent out.
- Brian reads a thank you card from the Akeley Chamber.

New Business

- Robbie McGrath was there to discuss the Round River ATV Trail. He states says that the city is supposed to be making sure that the work is being done on the trail because the city is a sponsor. He would like to get a meeting set up between the other entities to figure out what needs to be done to make sure that the trail is taken care of and whose responsibility it is.
- **Motion by Brian Hitchcock to proceed with trying to get a meeting set up between the entities in the future, seconded by Dan Riggs, passed.**

Public Forum

- Neil Elavsky spoke once again with his concerns with the liquor store management
- Marv asks what can be done with the roads at the campground that are washing away. Reid states that he thinks that the water is coming from behind Paul's Patio could be causing some of the problem. Kristi can get ahold of Hubbard County to see what can be done.

Motion by Bobbie Wosika to close the meeting for employee evaluations at 7:10pm, seconded by Billy Krotzer, passed.

Meeting was opened at 8:10pm.

Motion by Dan Riggs to adjourn at 8:11pm, seconded by Nathan George, passed.

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

MINUTES OF THE AKELEY CITY COUNCIL REGULAR MEETING HELD AT AKELEY CITY HALL 6:00PM, AUGUST 10TH, 2022

The Akeley City Council met in a regular meeting Wednesday, August 10th, 2022. Mayor Brian Hitchcock called the meeting to order at 6:00pm.

Council members present: 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 July 13th, 2022, Regular Meeting
- Treasurer's Report for July
- Total disbursements including all automatic payments equaling \$143,372.97. Check numbers #20478 to #20582. Total receipts including all automatic deposits equaling \$222,353.68.
- Administration Finance Report for July
- July Permits Issued – 0
- **Motion by Nathan George to approve the consent agenda, seconded by Bobbie Wosika, passed.**

City Hall – Kristi Kath

- Resolution 14-2022 is a resolution acknowledging the donations from Wanda & Bradley Lindow, Daryl & Judi Hendrickson, Annette Aird, Audrey Wolf, Brian Bruns LLC, Carol & Lonnie Liebel, Mike Biessener, Patricia Lamb, Anne Pavlik, Dale & Lori Davies, Jane Hendrickson, Peg Davies, Lorna Cunningham, and the Chamber donation jar for the Akeley Community Projects fund.
- **Motion by Bobbie Wosika to approve resolution 14-2022, seconded by Nathan George, passed.**
- Resolution 15-2022 is a resolution acknowledging the donation from Akeley Veterans & Community Outreach and the Akeley Regional Community Center for the Akeley National Night Out event.
- **Motion by Bobbie Wosika to approve resolution 15-2022, seconded by Dan Riggs, passed.**
- Discussion on the TH34 temporary easements. There needs to be resolutions made for these four properties. They would be resolutions 17-2022, 18-2022, 19-2022, and 20-2022.
- **Motion by Dan Riggs to approve resolution 17-2022 for a temporary easement for 2 Broadway Street West, seconded by Nathan George, passed.**
- **Motion by Dan Riggs to approve resolution 18-2022 for a temporary easement for 60 Broadway Street West, seconded by Bobbie Wosika, passed.**
- **Motion by Bobbie Wosika to approve resolution 19-2022 for a temporary easement for 25 Broadway Street East, seconded by Dan Riggs, passed.**
- **Motion by Bobbie Wosika to approve resolution 20-2022 for a temporary easement for vacant land on Broadway Street East and Park Ave Southeast, seconded by Nathan George, passed.**
- Discussion on setting a budget work session. The levy must be certified by the 16th of September.
- **Motion by Brian Hitchcock to set the budget work session to be held on August 22, 2022, at 6:00pm at City Hall, seconded by Nathan George, passed.**
- Discussion of the LAC contract. The prepay price is \$1.95 a gallon. Kristi states that she proposes that the City contracts 7000 gallons which would cost a total of \$13,650.00.
- **Motion by Dan Riggs to approve the contract for 7000 gallons in the amount of \$13,650.00, seconded by Nathan George, passed.**

Police Department – Jimmy Hansen

- Discussion on the avoiding racial profiling policy. Jimmy asks to put it on hold right now until the state gets back with answers on a policy that is already in place.
- Jimmy states that National Night Out was a success and thanks everyone that helped out.
- Jimmy discusses the blight issues that he is working on in town. He says that he is working with sentence to serve for the properties that have been tax forfeited. There are some that they do not have the addresses for. The city needs to apply by sending the county the addresses that they do not have that need to be mowed.

Liquor Store - Lacey Hitchcock

- Lacey was absent.

Parks - Billy Krotzer

- Cameras have not been put up due to waiting on Arvig.
- Dan Riggs states that the DNR went around looking at swim rafts. They need a permit on them, so Dan says that he went and purchased a permit for the parks. He gave Reid the permit number that needs to be put on the raft by the end of next week which would be August 19th, 2022.

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

- Mike discusses the inspection report from Thein Well. They have found that the pitless unit on well #2 is going bad. They gave an estimate of about \$16,000 to fix or replace it. He states that he would like to do some investigating on it before the city makes any commitments. He would like to see how old the well is. It is not something that needs to be done right away. At this point it is just an FYI and Mike is going to get some more information on it.

East Hubbard County Fire District –Dan Riggs/Bobbie Wosika

- Report of July minutes.
- Discussion on the joint powers agreement. Dan says that he will bring what the league sent back on what needs to change as well as the proposed date changes to the next fire board meeting.

Old Business

- Moore Engineering invoice 30548 in the amount of \$471.25 for task order number two.
- **Motion by Bobbie Wosika to approve paying Moore Engineering invoice 30548 in the amount of \$471.25, seconded by Nathan George, passed.**
- Moore Engineering invoice 30549 in the amount of \$6,037.50 for task order number three.
- **Motion by Bobbie Wosika to approve paying Moore Engineering invoice 30549 in the amount of \$6427.50, seconded by Dan Riggs, passed.**

New Business

- Austin and Kayla Hickman were there to offer to purchase the city owned parcel 29.37.44010 at its current valuation of \$21,400.00. Kristi states that she sent a copy of the purchase agreement to the league and the league stated that it looked good and was a standard purchase agreement. Mike discusses what they would need to do to get hooked up to sewer due to that property being farther than 200 feet from the manhole. Either they can put in their own system, or they could put in a lift station that would pump into the city's sewer. Part of the purchase agreement would entail vacating a portion of an unnamed street and an ally. The city currently has a brush pile and a gravel pile on that property. There is another property out on highway 64 that the city owns where the brush pile and gravel pile could be moved.
- Resolution 16-2022 is a resolution for accepting a purchase agreement in regard to Akeley city owned parcel 29.37.44010.

- **Motion by Nathan George to approve Resolution 16-2022 regarding the purchase of parcel 29.37.44010, seconded by Bobbie Wosika, passed. Dan abstained.**

Public Forum

- Marv Vredenburg discusses the roads at the campground. The wash outs need to be fixed still. Kristi states that the city is on Hubbard County's agenda to have someone from soil and water and the DNR to come out and look at what can be done to get it fixed. Also stated that the current managers and their family are doing a great job.

Motion by Dan Riggs to adjourn at 6:47pm, seconded by Nathan George, passed.

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

**AKELEY CITY COUNCIL
WORK SESSION
AUGUST 22nd, 2022 @ 6:00 PM**

The Akeley City Council met in a Work Session Monday August 22nd, 2022. 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 2023 Levy with the following highlights:

- o Discussion on revenues. Not much has changed there.
- o Discussion on expenses. Will the attorney amount change due to possibly needing to find a new attorney.
- o Council wants repairs and maintenance under General Government: Building and Plants to be dropped from \$1,500.00 to \$1,000.00.
- o Discussion on the police administration capital outlay: office equipment and furnishings. It raised from \$500.00 to \$6,000.00 because Hubbard County is upgrading the software that they use.
- o Council would like the fire protection contract amount to be increased to \$18,000.00 because of waiting on the joint powers agreement. After that happens, the city will get the actual number it will be.
- o Discussion on spring cleanup days and whether the city should keep doing it.
- o Kristi provided the expense increase total and the wage increase total.
- o Discussion on wages for Clerk Treasurer, Deputy Clerk, Maintenance Department, and Police Department.
- o Levy with changes would have an increase of 15.568%. Nate asks Kristi what it would look like if the dumpsters were taken out of the budget. With that taken out it would drop to 14.847%.
- o Discussion on taking more money from the enterprise funds to lower the levy. Taking \$40,000 from enterprises funds, \$25,000 from the park and \$15,000 from the Liquor Store, would lower the levy to a 7.6% increase.
- o Kristi states that she will look and see if there are any grants that could help with that cost of Hubbard County upgrading software. If so, that would lower the increase even more.
- o Current proposed levy would be 7.633%. Kristi states that if she gets some real numbers to input for insurance and or other budget items, she will present what the new percentage amount will be at the next regular council meeting to be certified.

Motion by Dan Riggs to adjourn at 6:57pm, seconded by Bobbie Wosika, 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, SEPTEMBER 14TH, 2022

The Akeley City Council met in a regular meeting Wednesday, September 14th, 2022. Mayor Brian Hitchcock called the meeting to order at 6:00pm.

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

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

Consent Agenda:

- Minutes from August 10th, 2022, Regular Meeting
- Minutes from August 22nd, 2022, Work Session
- Treasurer's Report for August
- Total disbursements including all automatic payments equaling \$150,509.95. Check numbers #20583 to #20753. Voided check numbers, 20587, 20599, 20576. Total receipts including all automatic deposits equaling \$122,931.72.
- Administration Finance Report for August
- August Permits Issued – 2
- **Motion by Bobbie Wosika to approve the consent agenda adding purchase agreement cancellation under old business, seconded by Billy Krotzer, passed.**

City Hall – Kristi Kath

- Resolution 21-2022 is a resolution for vacation of a street and alley in the City of Akeley. This resolution will not be needed. There was supposed to be public hearing prior to the council meeting but it was canceled due to the purchase agreement being revoked.
- Discussion on an account inactivity advice. One of the cities accounts has gone into inactivity status because of a period where there has been no deposits or withdrawals from it. If it inactive for too long the account will go into a dormant status and will no longer show up on statements and won't be able to be tracked. Kristi suggests that the council make a motion to deposit \$5.00 into it to make it active again. It is the special projects account. Kristi states that she will investigate what the account was originally started for.
- **Motion by Dan Riggs to approve depositing \$5.00 into the special projects account number 2730135 and subsequently as needed to keep it active, seconded by Nathan George, passed.**
- Discussion on the 2023 tax levy. It is the preliminary levy. It can go down but can not go up. December will be when the final levy is approved. The current number is \$224,767.76. Increase of 7.114%.
- **Motion by Dan Riggs to approve the 2023 preliminary levy of \$224,767.76, seconded by Billy Krotzer, passed.**
- Kristi states that she talked to MN Rural Water about that \$10,000.00 grant. She states that we can try and apply again but needs to be in by the 30th of September. It would go towards the generator for lift stations.
- **Motion by Billy Krotzer to approve reapplying for the grant funding, seconded by Bobbie Wosika, passed.**

Police Department – Jimmy Hansen

- Jimmy states that POST came to the City for an audit and stated that he did need the updated policy for racial profiling.

- **Motion by Bobbie Wosika to approve the avoiding racial policy, seconded by Billy Krotzer, passed.**
- Kristi states that the city is in compliance with POST.

Liquor Store - Lacey Hitchcock

- Lacey was absent.

Parks - Billy Krotzer

- Billy states that the cameras are up at the campground but that he needs Reid's help with the rest of installation.

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

- Reid states that it has been quiet. Some hydrants were fixed that had small leaks. Some discussion about Herb's mower. "It's still going", Reid said.

East Hubbard County Fire District –Dan Riggs/Bobbie Wosika

- Report of August minutes.
- Discussion on the Joint Powers Agreement. It has been corrected to what the league's corrections were. They do not want to change the date that the contract amounts are given. It was said that the city will just need to budget high. A line must be added on the signature page for Kristi to sign due to the city being a statutory city.
- **Motion by Dan Riggs to approve the Joint Powers Agreement as amended, seconded by Bobbie Wosika, passed.**

Old Business

- Bobbie states that the Community Projects committee did not meet last month but will be meeting on September 26th at 5:30pm.
- Kristi states that she had a conversation with Moore Engineering. They asked if there could be written accountability of all the funds that have been received or promised. Then they will know on how to move forward better.
- Austin and Kayla Hickman would like to cancel their purchase agreement with the City of Akeley. Things with the property did not go how they had planned and no longer what to purchase the property.
- **Motion by Billy Krotzer to accept the cancellation of the purchase agreement, seconded by Nathan George, passed. Dan Riggs abstained.**

New Business

Public Forum

- Marv Vredenburg asks where the erosion problem at the campground is at in means to fix it. Kristi and Reid met with the DNR. The water and soil department are reviewing the pictures to see if there is another game plan on what they think can happen down by the campground.
- Neil was there to discuss his concerns again about the liquor store. The council listened to his comments.

Motion by Billy Krotzer to adjourn at 6:29pm, seconded by Bobbie Wosika, passed.

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

MINUTES OF THE AKELEY CITY COUNCIL REGULAR MEETING HELD AT AKELEY CITY HALL 6:00PM, OCTOBER 12TH, 2022

The Akeley City Council met in a regular meeting Wednesday, October 12th, 2022. Mayor Brian Hitchcock called the meeting to order at 6:00pm.

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

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

Consent Agenda:

- Minutes from September 14th, 2022, Regular Meeting
- Treasurer's Report for September
- Total disbursements including all automatic payments equaling \$150,509.95. Check numbers #20583 to #20753. Voided check numbers, 20587, 20599, 20576. Total receipts including all automatic deposits equaling \$122,931.72.
- Administration Finance Report for September
- September Permits Issued – 2
- **Motion by Bobbie Wosika to approve the consent agenda seconded by Billy Krotzer, passed.**

City Hall – Kristi Kath

- Resolution 22-2022 is a resolution of the Akeley City Council transferring funds to investment account. The funds that were received from MN Dot for temporary easements would be transferred into the street lighting project account in the amount of \$2,800.00.
- **Motion by Dan Riggs to approve resolution 22-2022, seconded by Nathan George, passed.**
- Resolution 23-2022 is a resolution acknowledging the donations from Peg Davies, Elavsky Excavating, Lawrence and Beth Hunsinger, Red River Flags, and Donald Johnson for the Akeley Community Projects Fund.
- **Motion by Billy Krotzer to approve resolution 23-2022, seconded by Bobbie Wosika, passed.**

Police Department – Jimmy Hansen

- Jimmy states that he has been finishing state required up training. Everything is going great.

Liquor Store - Lacey Hitchcock

- Lacey was absent.
- Bobbie Wosika discusses a roof bid that Lacey received from Prestige Roofing. There is an email from some companies that she also asked for bids from. They either would not take on the job or never got back to her. It would cost around \$27,300.00 with a 50-year shingle warranty. There may need to be new boards that need to be replaced. Bobbie Wosika suggests that they make a motion to not exceed a certain amount just in case the cost may be over the \$27,300.00.
- **Motion by Bobbie Wosika to approve Prestige Roofing to put a new roof on the Akeley Municipal and not to exceed \$30,000.00, seconded by Nathan George, passed.**
- That money would come out of the Akeley Liquor savings. Right now, the balance of the savings account is a little over \$139,000.00.
- **Motion by Bobbie Wosika that the funds come out of the Liquor Store savings account, seconded by Dan Riggs, passed.**

Parks - Billy Krotzer

- Kristi states that the current park managers would like to have a debrief meeting. They would like to propose that they would continue to be the contracted managers but would want their niece to be managing the campground June, July, and August. Council states that Kristi, Billy, and Kella can just set up a meeting and discuss things with them.

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

- Reid and Mike were absent.

East Hubbard County Fire District –Dan Riggs/Bobbie Wosika

- Report of September minutes.
- Dan asked Billy if there was any word on the grant. Billy replied that he has not heard anything yet and if the fire department does not get the grant the money will come from gambling.
- Brian asks about the Joint Powers Agreement. Dan replied that they are working on getting the agreement signed by everyone.

Old Business

- Chuck states that he has been on contact with the county to get bids for the bathroom project and to get rid of trees, but it has been a slow process. The next meeting is on October 24th at 5:30pm.
- Robbie McGrath was there to discuss that he got the DNR and MN Dot to agree to have a meeting about the care of the ATV trail. He needs a representative from the council to meet with them also and needs to know what days would work for them. Brian states that it would be better for them to let them know what day works better for them and then the council can figure out which one of them would be available for that day. Robbie will include Kristi in the emails.

New Business

- Discussion of proposed purchase agreement option. Dan states that he discussed with the city attorney about the parcel that the city was going to sell but then did not end up selling. The intent was that the city would want a house built on that property if ever purchased so that the city could make some money on property taxes. Steve Bolton suggested that the city chose an amount that the buyer would put into escrow and a time limit in which they will begin construction on their home. The draft that was proposed to the council reads that the time limit would be within 24 months of the purchase agreement and that the amount would be in the amount of \$30,000. Steve suggested that the amount be higher than that. If the buyer does not complete the home in the matter of 24 months, the money would be forfeited. It was then discussed about an option if the funds being half would be released at the completion of foundation and the other half would be released at the completion of the home.
- **Motion by Dan Riggs to approve this option as discussed having \$50,000 put into escrow. In a matter of 24 months half the money would be released upon completion of the foundation and the other half being released upon completion of the building. This will also be sent to the league, seconded by Brian Hitchcock, passed.**
- Kristin Fake was there to discuss a purchase agreement that she had put in for a city owned property. She asked why the new purchase agreement option that was just voted on was not apart of the first property agreement that was approved from the council. Brian stated that it was because they were going to have a house built there within a year but then ended up backing out of the agreement. After the league reviews the new language for the purchase agreement option that will need to be included in her purchase agreement if she choses to proceed with wanting to purchase the property.

Public Forum

- Kris Rech discusses her purchase agreement that she provided the council for the city owned parcel. She states that she would not be building a house on it as she already has a house but the property, she wants to buy butts right up to the property that she owns and would be investing in it. There was further discussion and it was agreed that the council do not want to sell it if there will not be a house built on it.
- Marv Vredenburg asks if he can be notified when the meeting will be for the campground managers that will be with Kella, Kristi, and Billy. He asks if seasonals wanted to stay longer into the season end if it would cost them \$30.00 a night. The seasonals normal rate is \$20.00 a night. The schedule 101 would need to change and add a rate for seasonal off-season rates. Will not be able to happen this year. He also states that he would like to see something done with those roads that enter the campground. Kristi states that when she finds out a time that her and Shawn can meet, she will notify him.

Motion by Bobbie Wosika to adjourn at 6:42pm, seconded by Billy Krotzer, passed.

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

MINUTES OF THE AKELEY CITY COUNCIL REGULAR MEETING HELD AT AKELEY CITY HALL 6:00PM, NOVEMBER 9TH, 2022

The Akeley City Council met in a regular meeting Wednesday, November 9th, 2022. Mayor Brian Hitchcock called the meeting to order at 6:00pm.

Council members present: 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 12th, 2022, Regular Meeting
- Treasurer's Report for October
- Total disbursements including all automatic payments equaling \$101,338.21. Check numbers #20747 to #20820. Voided check number 20383 due to being lost. Total receipts including all automatic deposits equaling \$105,187.09.
- Administration Finance Report for October
- October Permits Issued – 0
- **Motion by Bobbie Wosika to approve the consent agenda adding Moore Engineering Memo under old business, seconded by Billy Krotzer, passed.**

City Hall – Kristi Kath

- Resolution 24-2022 is a resolution acknowledging the donation from the Akeley Lions Club for the Akeley Community Projects Fund in the amount of \$5,000.00.
- **Motion by Dan Riggs to approve resolution 24-2022, seconded by Billy Krotzer, passed.**
- Resolution 25-2022 is a resolution acknowledging the donation from the Akeley Lions Club for the Akeley National Night Out Event in the amount of \$1,000.00.
- **Motion by Bobbie Wosika to approve resolution 25-2022, seconded by Billy Krotzer, passed.**
- Resolution 26-2022 is a resolution adopting (lien or assessment) for unpaid charges.
- **Motion by Billy Krotzer to approve resolution 26-2022, seconded by Dan Riggs, passed.**
- Resolution 27-2022 is a resolution of the Akeley City Council designating the annual city elections polling place.
- **Motion by Bobbie Wosika to approve resolution 27-2022, seconded by Dan Riggs, passed.**
- Resolution 28-2022 is a resolution sponsoring Akeley Paul Bunyan ATV Trail Riders for grant purposes to maintain Round River Drive.
- **Motion by Dan Riggs to approve resolution 28-2022, seconded by Billy Krotzer, passed.**
- Resolution 29-2022 is a resolution certifying election results. The results were as follows: Billy Krotzer (4 year term), Dan Riggs (4 year term), and Dale Nelson (4 year term).
- **Motion by Bobbie Wosika to approve resolution 29-2022, seconded by Billy Krotzer, passed.**
- T & M Express in Akeley needs their liquor license approved for the year 2023.
- **Motion by Billy Krotzer to approve T & M Express 2023 liquor license, seconded by Dan Riggs, passed.**
- Discussion of setting a work session for December for additional budget items.
- **Motion by Bobbie Wosika to set the work session for December 6th, 2022 at 5:00pm, seconded by Billy Krotzer, passed.**

Police Department – Jimmy Hansen

- Jimmy states that everything is going great. He says that there is a benefit that he is assisting with on November 17th, 2022. It may help with possibly putting in a dog park in the city and 50% of the proceeds will go to that and the other 50% will go to Paws and Claws.

Liquor Store - Lacey Hitchcock

- Lacey was absent.
- The roof at the liquor store is finished.

Parks - Billy Krotzer

- Brian asks if there has been a meeting set up with the park managers. Kristi states that they are getting back to her with certain dates that will work for them before the year end.

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

- Mike discusses the sludge build up in the ponds. The influent pipe is sticking up about two feet. That is how deep the sludge is. He states that a chemical addition from Hawkins is currently being added for the grease build up. Their price is \$425.00 per pail. Team Lab sells the similar additive for \$190.00 per pail. The bugs needed for the lagoon to help eat up the sludge would cost an extra \$1000.00 for this year. He states that he would like to get video of the lagoon in the spring after the ice melts so that they can get a starting point.
- **Motion by Dan Riggs to approve the additional \$1,000.00 for the bugs for the lagoon, seconded by Billy Krotzer, passed.**
- Reid states that the recycling bins behind the shop seems to be a problem. People are dumping things that are not recycling. There needs to be a few more cameras that should be added to the shop to be able to possibly help with the issue. Billy will work with Reid on it.
- Reid states that the backhoe had to be brought to John Parks Repair because the lights and certain electronics were not working.

East Hubbard County Fire District –Dan Riggs/Bobbie Wosika

- Report of September minutes.
- There is a new board member.
- The audit is finished so they are now in compliance.
- Gambling donated \$1,000.00 to Christmas baskets.
- They are working on a written policy for turning in call reports.
- Grant for air packs is still in process.

Old Business

- Chuck stated that they are trying to get the county and others together so they can go over the plans and how the money is supposed to come out of the grants. The next meeting is on November 28th at 5:30pm at City Hall.
- Discussion on purchase agreement language. Kristi states that the language that was sent to the League. The attorney at the league suggests going with what the ordinance states with the size of the house. Other than that, the league approved the language.
- Kristi states that the MN 34 project has been delayed due to financial things. The bid let date will be March 24th, 2023, with a propose construction start date of July 17th, 2023. They still plan to be finished with construction October 31st, 2023. The grass and trees will be planted in the spring 2024. Mike states that he is concerned about where the storm sewer is getting dumped out which will be by Cenex. It could affect the ATV trail. Mike brought it up to MNDot so that it is noted.

New Business

- Akeley Ice Racers is looking for a letter of approval from the City of Akeley.
- Motion by Billy Krotzer to provide the Akeley Ice Racers with a letter of approval, seconded by Bobbie Wosika, passed. Dan Riggs abstained.

Public Forum

- Neil Elavsky was there to voice his concerns with the State of MN Government and also the Muni.
- Kristin Fake asks about her purchase agreement. The council states that she would need to provide a new purchase agreement with the new language that was approved from the league.

Motion by Bobbie Wosika to adjourn at 6:44pm, seconded by Billy Krotzer, passed.

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

**AKELEY CITY COUNCIL
WORK SESSION
DECEMBER 6TH, 2022 @ 5:00 PM**

The Akeley City Council met in a Work Session Tuesday December 6th, 2022. Mayor Brian Hitchcock called the meeting to order at 5:00pm.

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 2023 Levy with the following highlights:

- Kristi states that the actual cost of insurance came in and that they had previously told her that they were looking at an 8-9 percent increase. The actual increase was 40.37%.
- The software that Jimmy needs that the county is doing was originally going to cost around \$6,000.00 and now it is going to be \$10,000.
- The levy that was sent in September was an increase of 7.114 that the city can not go above. The levy now is sitting at 9.883 percent.
- It was discussed that a larger amount will need to come from enterprise fund.
- The \$4000.00 additional money for the police software will be taken from the police savings account.
- There was a discussion on the amount for the fire contract. This will be determined at the fire board meeting on 12/7/2022 and any changes will be reflected in the amounts budgeted to come from the enterprise funds.
- Kristi asks if they want to leave her raise in the budget or if she should take it out. The council would like her to keep her raise in the budget.

Discussion on water and sewer rates with the following highlights:

- Sewer has made \$4,820.44 so far and water has not made any money. It has lost money. Water had a beginning balance of \$88,401.00 and is now sitting at \$64,669.60.
- Discussion on raising the water rates. Water should increase by 15% and sewer would not increase.

Discussion on the 2023 Park Managers contract with the following highlights:

- Kristi states that Bernie and Carol would like an increase of \$1,000.00 a month to be the managers next year. They also asked if the city would think about adding a washer and dryer at the campground for their use. Billy states that he told them that they could possibly use the washer and dryer at the Fire Hall. The council agrees that they should be paid the extra \$1,000.00 a month, but did not think the addition of the washer/dryer was a good idea.

Motion by Billy Krotzer to adjourn at 5:37pm, 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, DECEMBER 14TH, 2022

The Akeley City Council met in a regular meeting Wednesday, December 14th, 2022. Mayor Brian Hitchcock called the meeting to order at 6:00pm.

Council members present: 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 November 9th, 2022, Regular Meeting
- Minutes from December 6th, 2022, Work Session
- Treasurer's Report for November
- Total disbursements including all automatic payments equaling \$133,593.20. Check numbers #20821 to #20888. Total receipts including all automatic deposits equaling \$106,578.29.
- Administration Finance Report for November
- November Permits Issued – 0
- **Motion by Bobbie Wosika to approve the consent agenda adding dissolution of the Akeley HRA under City Hall, seconded by Billy Krotzer, passed.**

City Hall – Kristi Kath

- Resolution 30-2022 is a resolution to approve 2022 tax levy, collectible in 2023. Total levy is \$224,675.37. It is an increase of 7.070% from last year. The levy submitted in September was a 7.103% increase.
- **Motion by Billy Krotzer to approve resolution 30-2022, seconded by Dan Riggs, passed.**
- Ordinance 101 needs to be amended to raise the water rates effective February 2023. Water will raise from \$32.31 per 4000 gallons a month to \$37.16 per 4000 gallons a month.
- **Motion by Billy Krotzer to approve amendment 1-2022 to ordinance number 101, seconded by Bobbie Wosika, passed.**
- Resolution 31-2022 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 Billy Krotzer to approve resolution 31-2022, seconded by Dan Riggs, passed.**
- Discussion on the Semmler easement. Dan states that there is an easement that runs along the sewer ponds. To refinance their property, they need an easement. They are asking the City to approve a 16-foot-wide easement granting them access to there property.
- **Motion by Dan Riggs to approve a 16-foot-wide easement on the east side of city parcel number 01.27.03041 to the Semmler's, seconded by Bobbie Wosika, passed.**
- Discussion of the Moore Engineering invoice number 31900. Kristi states that it is for the work they needed to do for the utility adjustments for the 34 project. She asks where the council would like these funds to come from. The council states to take it from roads funds.
- **Motion by Bobbie Wosika to approve Moore Engineering invoice number 31900 in the amount of \$1,885.00, taking the funds from roads, seconded by Dan Riggs, passed.**
- Discussion on end of year finance meeting.
- **Motion by Bobbie Wosika to have the end of year finance meeting on December 27th, 2022, at 5:00pm, seconded by Billy Krotzer, passed.**

- Discussion on the dissolution of the Akeley HRA. People stepped down from the board in July and no one has come forward to fill the empty positions. Kristi states that the first thing that needs to be done is to hold a public hearing that will be posted in the newspapers ten days prior to the meeting. At that meeting the HRA would turn all their assets over to the city. The funds can only be used for permanent improvements or to pay retirement of debt. The city has a bond that it could be used for or permanent improvements like bathrooms at the park. The public hearing will be on January 11th, 2022, at 5:30pm.

Police Department – Jimmy Hansen

- Jimmy states that he is trying to finish up mandated training.

Liquor Store - Lacey Hitchcock

- Lacey was absent.

Parks - Billy Krotzer

- Discussion on the 2023 campground manager's contract. The monthly payment will now be \$6,000.00.
- **Motion by Dan Riggs to approve the 2023 campground manager's contract, seconded by Billy Krotzer, passed.**

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

- The backhoe has been fixed.

East Hubbard County Fire District –Dan Riggs/Bobbie Wosika

- Report of November minutes.
- Still waiting on grants for air packs.

Old Business

- Clif Allen was not able to attend the meeting due to the weather. Kristi speaks on behalf of Clif on task order number 5. She states that it is for the community projects to move forward with estimates and designs. The overall cost of task order number 5 would be \$9,900.00.
- **Motion by Bobbie Wosika to approve Moore Engineering task order number 5, invoice number 31900 in the amount of \$9,900.00, seconded by Dan Riggs, passed.**
- Kristi discusses Moore Engineering submitting a worksheet to the PFA for the 2023 water infrastructure funding projects. It is due by December 30th, 2022. Would the council like Moore Engineering to go ahead and submit a worksheet by December 30th, 2022.
- **Motion by Bobbie Wosika to approve Moore Engineering to submit the worksheet due by December 30th, 2022, seconded by Billy Krotzer, passed.**

New Business

- Brian states that he received a letter from a resource conservation development group. They are asking for a donation. In 2023 they would implement projects to improve our region. Dan states he will bring that to the Fire Department.

Public Forum

- Chuck Andres states that they have been approved for \$65,000.00 total in a grant from Hubbard County DNR that can be used as matching funds for other grants. At their last community projects meeting, they were told that they needed more funds. He asks if the city could contribute \$36,000.00 to the project. The council states that it is not something that could be done right away, and that the city is about a year out from knowing anything with the upcoming road project.
- Brian wanted to publicly thank outgoing council member, Nate George for his service on the council.

Motion by Bobbie Wosika to adjourn 6:42pm, seconded by Dan Riggs, passed.

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

**MINUTES OF THE AKELEY CITY COUNCIL
SPECIAL MEETING
HELD AT AKELEY CITY HALL 5:00PM, DECEMBER 27TH, 2022**

The Akeley City Council met in a Special Meeting Tuesday, December 27th, 2022. Mayor Brian Hitchcock called the meeting to order at 5:00pm.

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

Council members absent: Nathan George and Billy Krotzer

The reason for the special meeting was to discuss 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 32-2022, 33-2022, 34-2022, and 35-2022.

- All funds have enough in account to cover fund balance policy.
- The police department has an excess of \$7,059.33.
- The liquor store's net change was \$37,091.57
- The sewer's net change was \$5,143.26.
- The water's net change was (\$19,224.49).
- The park's net change was \$55,032.17.
- Discussion on how much to take from park and the liquor store to put towards the levy. The total amount that needs to be put to the levy is \$27,064.00. Suggestion on taking \$13,532.00 from park and \$13,532.00 from liquor store to offset levy.
- Resolution 32-2022 is a resolution of the Akeley City Council transferring funds to investment accounts. Transferring \$7,059.33 from the general fund into the police car account 2731059.
- **Motion by Bobbie Wosika to approve resolution 32-2022, seconded by Dan Riggs, passed.**
- Resolution 33-2022 is a resolution of the Akeley City Council transferring funds from the park enterprise fund in the amount of \$13,532.00 and re designating those funds to the general fund per 2022 budget.
- **Motion by Dan Riggs to approve resolution 33-2022, seconded by Bobbie Wosika, passed.**
- Resolution 34-2022 is a resolution of the Akeley City Council transferring funds from the municipal liquor store enterprise fund in the amount of \$13,532.00 and re designating those funds to the general fund per 2022 budget.
- **Motion by Bobbie Wosika to approve resolution 34-2022, seconded by Dan Riggs, passed.**
- Resolution 35-2022 is a resolution of the Akeley City Council transferring funds to investment accounts. Funds from the general fund will be transferred to the street lighting project account 3669218 in the amount of \$13,750.00.
- **Motion by Dan Riggs to approve resolution 35-2022, seconded by Bobbie Wosika, passed.**
- Kristi states that bank fund transfers will be done online.

Motion by Dan Riggs to adjourn at 5:30pm, seconded by Bobbie Wosika, passed.

Respectfully submitted by:

Michaela Dunham

Deputy Clerk