

MINUTES OF THE AKELEY CITY COUNCIL REGULAR MEETING HELD AT AKELEY CITY HALL 6:00PM, JANUARY 10TH, 2024

The Akeley City Council met in a regular meeting Wednesday, January 10th, 2024. Brian Hitchcock called the meeting to order at 6:00pm.

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

Council members absent: Billy Krotzer

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

Consent Agenda:

- Minutes from December 13th, 2023, Work Session
- Minutes from December 13th, 2023, Regular Meeting
- Minutes from December 27th, 2023, Special Meeting
- Treasurer's Report for December
- Total disbursements including all automatic payments equaling \$176,762.10. Check numbers #21817-21900. Total receipts including all automatic deposits equaling \$316,026.79.
- Administration Finance Report for December
- December Permits Issued – 0
- **Motion by Bobbie Wosika to approve the consent agenda adding Roger Mccollough under new business for varmints in his yard, seconded by Dale Nelson, passed.**

City Hall – Kristi Kath

- Discussion on the 2024 commissioner assignments.
- **Motion by Dan Riggs to approve the 2024 commissioner assignments, seconded by Bobbie Wosika, passed.**
- Resolution 1-2024 is a resolution to adopt consignments for 2024.
- **Motion by Bobbie Wosika to approve resolution 1-2024, seconded by Dale Nelson, passed.**
- Resolution 2-2024 is a resolution for authorization approvals for signatories of all accounts at First National Bank of Walker – Akeley Branch.
- **Motion by Dan Riggs to approve resolution 2-2024, seconded by Dale Nelson, passed.**
- Resolution 3-2024 is a resolution for payments prior to council authorization.
- **Motion by Dale Nelson to approve resolution 3-2024, seconded by Bobbie Wosika, passed.**
- Resolution 4-2024 is a resolution allowing wire/automated bank payments.
- **Motion by Dan Riggs to approve resolution 4-2024, seconded by Dale Nelson, passed.**
- Resolution 5-2024 is a resolution to allow electronic funds wire transfer.
- **Motion by Bobbie Wosika to approve resolution 5-2024, seconded by Dale Nelson, passed.**
- Resolution 6-2024 is a resolution authorizing the City of Akeley to contribute funds to Hubbard County Aquatic Invasive Species Prevention Program in the amount of \$1,150.00.
- **Motion by Dan Riggs to approve resolution 6-2024 in the amount of \$1,150.00 to come from the park, seconded by Bobbie Wosika, passed.**
- The 2024 regular meeting schedule has no conflicts for the second Wednesday of every month at 6:00pm to be held at City Hall.
- **Motion by Bobbie Wosika to approve the 2024 meeting schedule, seconded by Dan Riggs, passed.**
- The 2024 milage rate is increasing from .65 cents per mile to .67 cents per mile.
- **Motion by Dan Riggs to approve the 2024 mileage rate, seconded by Dale Nelson, passed.**
- Discussion on renewing the sewer cd number 10100678. It matured and Kristi would like to know if the council would like to renew it for another 60 months with an interest rate of 3%. Discussion on the other options that have higher interest rates.

- **Motion by Dan Riggs to approve renewing the sewer cd number 10100678 to the 9-month special at a 5% interest rate, seconded by Dale Nelson, passed.**
- Discussion on what the city should use the public safety aide money for. The city received public aid for 2023 in the amount of \$18,204.00. Its eligible uses are for community violence prevention and intervention programs, community engagement, mental health crisis responses, victim services, training programs, first responder wellness, equipment related to fire, rescue, and emergency services, and to pay other personnel for equipment costs. You can not use it for to purchase an armored or tactical vehicle or substantially similar vehicle, the purchase of tear gas, chemical munitions, or substantially similar items, or the construction, reconstruction, remodeling, expansion, or improvement of a police station. It can be tabled until the council decides what it should be used for.
- **Motion by Dan Riggs to table where the public safety aid funds should go and be talked about it at the next regular meeting, seconded by Bobbie Wosika, passed.**
- Discussion on the tax forfeited building located at 15 Broadway Street E. Kristi states that she met with the Hubbard County administrator, Jeff Cadwell, he stated that if the building would be used for public use, the city would not have to pay fair market value in the city was interested in the building. She stated that the city would only have to pay for the filing fees and such. It is going on the auction in March of this year. If the city is interested in it the city would need to write a letter of interest to the Hubbard County board. At that time the property would be taken off auction and the city could start the process of the city getting that building. Kristi states that it would be less than \$10,000.00.
- **Motion by Bobbie Wosika to approve writing a letter of interest to Hubbard County for purchasing the property of 15 Broadway St E, seconded by Dale Nelson, passed with Dan Riggs abstaining.**
- Just and FYI that the auditors are coming to City Hall to do their field work on February 8th, 2024.

Police Department – Jimmy Hansen

- Jimmy states everything is going well. He states that he is just getting ready for training this year.

Liquor Store - Lacey Hitchcock

- Lacey was absent.
- Bobbie asks if there were any covid funds left over. Kristi states that they must be used by 2026. Bobbie asks if that money can be used for an addition onto the Muni. She states that she can look into it because there is a lot of paperwork that goes into using the money and its uses.
- Kristi states that the neon light at the liquor store is broken and they are starting an insurance claim on it.

Parks - Billy Krotzer

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

- Mike and Reid were absent.
- Snow in front of Muni needs to be removed from the boulevard. It can be pushed into the space between the Muni and the apartment building. Kristi states that all the handicapped accesses need to be plowed out. Not just one.

East Hubbard County Fire District –Dan Riggs/Bobbie Wosika

- Report on December minutes.
- The fire board paid the Area Excavating invoice. Looking into being able to figure out if the city can assess it to the property taxes.

Old Business

- Discussion on the park project pay order number two.
- Zach Thoma states that this is for the pavement for the parking lot and some of the concrete.
- **Motion by Bobbie Wosika to approve paying the park project pay order number two in the amount of \$66,654.72, seconded by Dan Riggs, passed.**
- Zach Thoma discusses the project update report. The DNR grant is now open, and the city could look into applying for it again. Kristi states that she does not think that the city should apply for it at this moment because of how tight the funds are.

New Business

- Discussion on a streetlight on Graceson Ave. Brian states that there is already a streetlight on the corner of 1st Street and Graceson Ave. Touch base with Reid and see if he can look into it.
- Roger McCollough was there to ask permission to get rid of coyotes that are coming into his yard. The city ordinance states that you are not allowed to discharge guns in town. He says that they have tried everything else to try and get rid of them, but they keep coming back. He is trying to protect his dogs.
- **Motion by Dan Riggs to approve Roger McCollough to discharge a firearm on his property to get rid of the coyotes, seconded by Dale Nelson, passed.**

Public Forum

- Thomas Bower asks about if the council has made any decisions on the little bus that was discussed at last months public forum. Now he says that he had an idea to turn it into a fire truck.
- Kristin Fake and Cynthia McGrath ask if the council knows that Billy Krotzer moved out of town. The council states that Billy has not addressed anything to them.
- Kristin Fake also asked about the signatures for the ATM account. The council states that she can go into City Hall at any time and ask them about the signatures.

Motion by Dan Riggs to adjourn at 7:03pm, seconded by Dale Nelson, passed.

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

MINUTES OF THE AKELEY CITY COUNCIL REGULAR MEETING HELD AT AKELEY CITY HALL 6:00PM, FEBRUARY 14TH, 2024

The Akeley City Council met in a regular meeting Wednesday, February 14th, 2024. Acting Mayor Dan Riggs called the meeting to order at 6:00pm.

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

Council members absent: Brian Hitchcock

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

Consent Agenda:

- Minutes from January 10th, 2024 Regular Meeting
- Treasurer's Report for January
- Total disbursements including all automatic payments equaling \$159,013.78. Check numbers #21900-21954. Voided check 21937 due to printing error. Total receipts including all automatic deposits equaling \$92,504.95.
- Administration Finance Report for January
- January Permits Issued – 0
- **Motion by Bobbie Wosika to approve the consent agenda, seconded by Billy Krotzer, passed.**

City Hall – Kristi Kath

- Kristi discusses the Shade Tree Grant. She states that the city has been officially rewarded \$80,000.00 of that grant for the trees on the boulevard and at the campground.

Police Department – Jimmy Hansen

- Discussion on the POST mandated pursuit policy. It will be added to the policy book as it is mandated to have.
- Discussion on a public safety fund request. He would like to request \$3,000.00 to have a few speakers come to the community and talk about anti gangs and drugs. The speakers are both ex-gang members from Chicago. It would come from the \$18,204.00 that the city was awarded at the end of 2023 for public safety funds.
- **Motion by Billy Krotzer to approve \$3,000.00 to come from the public safety funds to have the speakers come to the community, seconded by Bobbie Wosika, passed.**

Liquor Store - Lacey Hitchcock

- Lacey was absent.
- Bobbie discusses the WHJ Media contract. They will put a hospitality tv up for three years. It will run not only ads for the Muni but will run other community ads. It will be at no cost.
- **Motion by Bobbie Wosika to approve the WHJ Media contract, seconded by Billy Krotzer, passed.**

Parks - Billy Krotzer

- Billy will work with Mark to get the camera up at the beach bathrooms at the park.

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

- Discussion on an ordinance about water meter placement. There are a lot of meters out there that are near impossible to get to. An ordinance would help to the meters having to be placed in an accessible place. Kristi will get an ordinance example ready and bring it to the next regular meeting.
- Reid passed his water test. Dan would like to schedule a special meeting to discuss what to do now that he has his water license.

- **Motion by Dan Riggs to have a special meeting on Tuesday, February 20th, 2024 at 6pm to discuss what steps to take moving forward now that Reid has his water license, seconded by Billy Krotzer, passed.**

East Hubbard County Fire District –Dan Riggs/Bobbie Wosika

- Report on January minutes.
- North Memorial from Walker’s response time may be a little more delayed because of no longer being able to park at the fire hall and having to park in Walker.

Old Business

- Discussion on the Moore Engineering Invoice 36373 in the amount of \$4,123.87. Zach Thoma states that they have been working on this invoice for a couple of months now. The original invoice was \$7,873.87, but \$3,750.00 had already been paid.
- **Motion by Bobbie Wosika to pay Moore Engineering invoice 36373 in the amount of \$4,123.87 to come from park funds, seconded by Dale Nelson, passed.**
- Discussion on public safety fund use.
- **Motion by Bobbie Wosika to table until next month’s meeting, seconded by Billy Krotzer, passed.**
- Discussion on the COVID funds remaining. There is a little over \$40,000 remaining. It must be used by the end of this year to cover the costs. Bobbie would like to see it used to add on to the Muni. Dan would like to see about using the funds for the road at the campground. The road for the campground could be considered infrastructure improvements and might not fall in the list of projects that you can use it for. Kristi will look into it.
- Zach Thoma from Moore Engineering was there to discuss project updates, lead service lines, and PPL. He states that the lead service lines are going to be inventoried to see which could possibly be lead. They started shooting curb stops today to start getting an inventory of all the service lines. Then they will look at all the old plans and permits and eliminate ones that were worked on after a certain year. The Department of Health is paying for that.
- Dan Riggs states that the forfeited property next door is no longer an interest of his. He states that he does not think that it is in the city’s best interest to buy its own property because it does not help bring taxes down as it is a property that does not pay property taxes or water bills.

New Business

- Claire Hansen was there from Hubbard County SWCD to discuss the seven-layer food forest. Kristi states that one of the trail accesses would be a nice place to possibly put one in.
- Kori Nelson was there to ask for a letter of support for Youth Emergency Shelter and Supports. She states that youth in Minnesota is ages 13-24. Bobbie asks where the homeless shelter would be located if they got the funding. She states that it would most likely be in Park Rapids. Dan asks why the ages is 13-24 when the legal age for an adult is 18. She states that the brain development does not usually mature until the age of 24 depending on their trauma. She states that they want to focus on more of the 13-17 age range for the shelter.
- **Motion by Billy Krotzer to approve a letter of support for the Youth Emergency Shelter and Supports, seconded by Dale Nelson, passed with Bobbie Wosika abstaining.**

Public Forum

- Kristin Fake states that at the last meeting she brought to the council’s attention that Billy Krotzer has moved out of town. She is wondering if the council has done any more investigation into that. Dan states that Billy meets all the requirements necessary to be on the council.

- Chuck Andres states that Kristin Fake has resigned from the Hubbard County HRA. He thinks that it is important that someone from Eastern Hubbard County get on the board. Kristin states that she did not resign and that the paper was misinformed.

Motion by Bobbie Wosika to adjourn at 7:07pm, seconded by Dale Nelson, passed.

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

**MINUTES OF THE AKELEY CITY COUNCIL
SPECIAL MEETING
HELD AT AKELEY CITY HALL 6:00PM, FEBRUARY 20TH, 2024**

The Akeley City Council met in a Special Meeting February 20th, 2024. Mayor Brian Hitchcock called the meeting to order at 6:00pm.

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

Council members absent:

The reason for the special meeting was to discuss and plan for moving forward with Reid having his water license.

- Brian asks Reid if he is ready to take Mike's place now that he has his water license. Reid states that MN Rural Water is free and has his back. They are a phone call away if he needs help with anything. Discussion on the three water mains that are going to be done this spring with the rest of the TH34 project and if he is also confident with that. Reid states that Ben from MN Rural Water is going to stop in and go through things with him in the mornings. Discussion on the water main break that happened this winter. Brian just wants to make sure that Reid is comfortable with the possibility of getting out of the contract with Mike. The city has to give a 60-day notice to AUS so if the city was to give Mike notice, the city would have Mike for 60 days. The council decides to check back at the next council meeting on March 13th, 2024. The meeting would close at the end of the regular meeting and then if a determination is made, they would open the meeting back up to make that motion.
- **Motion by Dan Riggs to close the meeting at the end of the regular meeting on March 13th, 2024 and then open the meeting to make a decision, seconded by Billy Krotzer, passed.**

Motion by Dan Riggs to adjourn at 6:46pm, seconded by Billy Krotzer, passed.

Respectfully submitted by:
Michaela Dunham
Deputy Clerk

MINUTES OF THE AKELEY CITY COUNCIL REGULAR MEETING HELD AT AKELEY CITY HALL 6:00PM, MARCH 13TH, 2024

The Akeley City Council met in a regular meeting Wednesday, March 13th, 2024. Mayor Brian Hitchcock called the meeting to order at 6:00pm.

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

Council members absent:

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

Consent Agenda:

- Minutes from February 14th, 2024, Regular Meeting
- Minutes from February 20th, 2024, Special Meeting
- Treasurer's Report for February
- Total disbursements including all automatic payments equaling \$118,019.34. Check numbers #21954-22008. Voided check 21953 due to vendor not receiving. Total receipts including all automatic deposits equaling \$86,667.47.
- Administration Finance Report for February
- February Permits Issued – 0
- **Motion by Bobbie Wosika to approve the consent agenda with adding Hubbard County Hazard Mitigation for FEMA update, seconded by Billy Krotzer, passed.**

City Hall – Kristi Kath

- Resolution 7-2024 is a resolution acknowledging the donations from Eastern Hubbard County Fire Department, BDB Building, Akeley Chamber of Commerce, Red River Event Center, T&M Express, Akeley Council, Jimmy Hansen, Amber Long, North Country Repair, and Akeley Fire & Auxiliary for the Akeley Community Egg Hunt.
- **Motion by Billy Krotzer to approve resolution 7-2024, seconded by Dale Nelson, passed.**
- Discussion on MPCA grant opportunity. Kristi states that legislation gave 2.3 million dollars to the pollution agency and that Crystal, from Hubbard County Soil and Water, could help the city get up to \$50,000.00. These funds could go towards the trees for the town and maintaining them. The application is not due until April. Kristi states that it would not cost anything for the city to apply.
- **Motion by Dan Riggs to approve Kristi to apply for the grant, seconded by Billy Krotzer, passed.**
- Just an FYI that the Local Board of Appeals will be on April 17th, 2024, at 10:00am.
- Kristi states that she received an email from Nick at Hubbard County. For Hubbard County to get funding they need a survey done for FEMA on Hubbard County Hazard Mitigation. Kristi would like to know if there is anything the council would like to add to it. It is a plan put in place in case of a natural disaster, so that as long as we have one, FEMA would cover the costs.
- **Motion by Bobbie Wosika to authorize Kristi to do the necessary footwork for getting the Hubbard County Hazard Mitigation Plan to Hubbard County for FEMA, seconded by Dan Riggs, passed.**

Police Department – Jimmy Hansen

- Jimmy states that the software change with Hubbard County is up and running and working well.

Liquor Store - Lacey Hitchcock

- Lacey was absent.

Parks - Billy Krotzer

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

- Discussion on the Calcium Chloride Contract. Kristi states that she asked Reid if he would like to stick with what the city has been doing in the previous years or to switch to the derma blend. He would like to keep it the same.
- **Motion by Dan Riggs to approve the Calcium Chloride Contract in the amount of \$3,398.84 with the funds coming from the park, seconded by Bobbie Wosika, passed.**
- Discussion on the Bobcat broom. The new one that the city had just recently bought was not a well-built one and it only lasted an hour. That broom was returned, and the city now needs to order a better one. There are three bids. One from Bobcat, Skid Pro, and Jim's Trailers Plus Marine.
- **Motion by Dan Riggs to approve getting the 68-inch angle broom for \$6,192.44 from Bobcat with the funds being split 50/50 between the park and the Muni and contingent on if the broom's brand is Bobcat, seconded by Billy Krotzer, passed.**
- Discussion on the city getting all new water meters through out town. The meters that the city currently have are very old and are failing. Mike states that he, Kristi, Reid, and Kella met with DSG and Ferguson to get bids on how much it would cost for all new meters. Further discussion on the kind of meters the city must choose from. DSG is much less than Ferguson. Discussion on using the COVID funds that the city still has and possibly pulling funds from a CD.
- **Motion by Dan Riggs to approve DSG quotes, quote number s103519702 in the amount of \$61,471.00 and quote number s103519771 in the amount of \$23,526.00, with the funds coming from the city's COVID funds and \$44,970.00 from a CD, seconded by Bobbie Wosika, passed.**

East Hubbard County Fire District –Dan Riggs/Bobbie Wosika

- Report on February minutes.

Old Business

- Jean Ruzica stated that Mary Thompson from Heartland Lakes applied for a grant to help with the bathroom project. There will be an informative meeting at City Hall on Monday, March 25th, 2024 at 4:00pm.
- Discussion on public safety funds that the city received. In the future Jimmy's vest and holsters will need to be replaced.
- Brian reads a thank you card from Kori Nelson from Youth Emergency Shelter & Supports.

New Business

- Frank Lamb discusses how he thinks that the city should not buy the building next to City Hall and let it go to someone who would have to pay taxes on. He also states that the Akeley census is wrong, they never even talked to him or the other seniors. Once again, he states that he is not for putting trees in front of businesses. Also, it is time for Akeley to have pride again.

Public Forum

- Steve Keranen states that there was a resignation on the Hubbard County HRA and that there is an opening on the board.

Motion by Billy Krotzer to close the meeting was closed at 7:26pm for Reid Watson's performance review, seconded by Dan Riggs, passed.

Motion by Bobbie Wosika to open the meeting at 7:36pm, seconded by Dan Riggs, passed.

Motion by Dan Riggs to adjourn at 7:36pm, 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, APRIL 10TH, 2024

The Akeley City Council met in a regular meeting Wednesday, April 10th, 2024. Mayor Brian Hitchcock called the meeting to order at 6:00pm.

Council members present: Brian Hitchcock, Dan Riggs, Dale Nelson, 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 13th, 2024, Regular Meeting
- Treasurer's Report for March
- Total disbursements including all automatic payments equaling \$99,546.76. Check numbers #22009 - #22064. Total receipts including all automatic deposits equaling \$95,935.06.
- Administration Finance Report for March
- March Permits Issued – 0
- **Motion by Bobbie Wosika to approve the consent agenda adding employee evaluations and email from Hubbard County under City Hall, seconded by Dan Riggs, passed.**

City Hall – Kristi Kath

- Resolution 8-2024 is a resolution acknowledging the donation from Eastern Hubbard County Fire District in the amount of \$500.00 for the Akeley Community Easter Egg Hunt.
- **Motion by Dan Riggs to approve resolution 8-2024, seconded by Dale Nelson, passed.**
- Resolution 9-2024 is a resolution acknowledging the donation from Peg Davies in the amount of \$50.00 for the Akeley Community Projects Fund.
- **Motion by Bobbie Wosika to approve resolution 9-2024, seconded by Dan Riggs, passed.**
- Reminder that the Local Board of Appeals meeting is on April 17th, 2024, at 10:00am at City Hall.
- Discussion on employee evaluations. Bobbie states that they are normally done in June but that she will not be in town that week and wanted to know if the evaluations could be pushed to the July meeting instead.
- **Motion by Bobbie Wosika to move the employee evaluations to the July regular meeting, seconded by Dale Nelson, passed.**
- Kristi received an email from Hubbard County about the property that the city is interested in next to City Hall. It states that the city will have 6 months from April 5th to complete the transfer of deed. The cost would be \$4,913.00 for clean up fees. \$25.00 for conveyance fees. \$1.65 for deed tax. \$46.00 for the recording fee. \$100.00 for the administration fee.
- **Motion by Brian Hitchcock to table this until the May regular meeting, seconded by Bobbie Wosika, passed.**

Police Department – Jimmy Hansen

- Jimmy was absent.
- Kristi states that she spoke with POST because Jimmy is going to need a new vest. POST says that they currently do not have any funds. The funds may need to come from the public safety monies the city received.

Liquor Store - Lacey Hitchcock

- Lacey was absent.
- Bobbie states that Lacey will be getting a new garbage can for the front of the Muni.
- Dan states that people cannot park on the boulevard. Bobbie states that she will talk to Lacey about it.

Parks - Billy Krotzer

- Last month the subject of a camera at the beach bathrooms was tabled. Kristi states that they are going to get a trail camera to put down at the beach.
- Brian states that the beach could also use a new swim raft.

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

- Discussion on the water treatment plant needs a new chemical flow meter. Flow Measure and Control could either fix the one that is already there for \$1,384.00 or the city could buy a new one for \$4,619.00.
- **Motion by Dan Riggs to approve the Flow Measure and Control quote for fixing the chemical flow meter in the amount of up to \$1,400, seconded by Bobbie Wosika, passed.**
- Kristi states that tomorrow there will be a meeting with MnDOT to discuss the start up of the rest of the Highway 34 project.

East Hubbard County Fire District --Dan Riggs/Bobbie Wosika

- Report on March minutes.
- They have a new board member. Dave Andres is on the fireboard from Badoura.
- Brian asks about the raise in how much is being charged for a fire call. It rose from \$1,000.00 to \$1,500.00. He is curious if this is a matter that should go in front of the entities to approve due to it being a financial matter. The fire district is going off what the state has suggested to them. Kristi will send the resolution to the attorney and the league to make sure that the entities do not need to have a say in the service fee increase.

Old Business

- The Akeley Community Projects Committee had a meeting this week. They discussed future funding and grant options.
- Discussion on the NCAD food forest demonstration garden. Kristi drove around with them last week to look at possible areas to put one. Would the council be opposed to them putting together a project idea for the area across from Hooch Lake. It is fully funded. Dan states that the location is where the city puts the snow. Brian states that there is a piece of property that they could use by Akeley Auto. The parcel number is 29.37.51080.
- **Motion by Bobbie Wosika to approve the NCAD to use parcel number 29.37.51080 for a food forest demonstration garden, seconded by Dale Nelson, passed.**

New Business

- Discussion on the letter from the Paul Bunyan Committee asking the city if they would be willing to print fliers again this year for Paul Bunyan Days. Last year the size was 8.5x11. This year they are asking for 4000 8.5x14 fliers for the local newspapers. The committee will supply the paper. It will be black and white not colored copies. Last year the park paid for it.
- **Motion by Dan Riggs to approve printing the fliers for Paul Bunyan Days and if there are overages to the city, the park will pay for it, seconded by Brian Hitchcock, passed.**
- Brian reads a thank you card from the Akeley Easter Egg Hunt Committee.

Public Forum

- Marv Vredenburg asked if there has been any update on the improvement of the campground road. At this moment the city is trying to get a grant to get Crow Wing Dr paved. He also asks about how campers will get down to the campground with the road work coming up. They will either have to use the ally behind the fire department or come in from the other end of Crow Wing Drive. He also asks why the minutes are two months behind.
- Frances Demars voiced her concerns about people parking on the boulevard.

Motion by Dan Riggs to adjourn at 6:59pm, seconded by Bobbie Wosika, passed.

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

**MINUTES OF THE AKELEY CITY COUNCIL
LOCAL BOARD OF APPEALS AND EQUALIZATION
HELD AT AKELEY CITY HALL 10:00AM, APRIL 17TH, 2024**

The Akeley City Council met for the Local Board of Appeals and Equalization Meeting Wednesday, April 17th, 2024. Mayor Brian Hitchcock called the meeting to order at 10:00am.

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

Council members absent: Dale Nelson

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

- Maria Sheppard from Hubbard County was there to give a brief overview.
- Questions from a property owner on the value of a two-unit property. She only owns one of the units. The ally that is next to the unit does not have a value difference.
- There is one appeal that Maria states they have from Ted Luetgers. He is appealing to a building that he owns that is in bad condition and plans to demolish it. Darin's recommendations are that the building is contributing no value to the property. He states that the building value should be removed from the property value and should be based on just the land value.
- **Motion by Billy Krotzer to approve the recommendation of the Hubbard County assessor removing the value of the building on Ted Luetger's property, seconded by Bobbie Wosika, passed.**

Motion by Bobbie Wosika to adjourn at 10:50am, 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 5:00PM, APRIL 22ND, 2024**

The Akeley City Council met in a Special Meeting April 22nd, 2024. Mayor Brian Hitchcock called the meeting to order at 5:00pm.

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

Council members absent: Bobbie Wosika and Dale Neslon

The reason for the special meeting was to discuss the contract with Midwest Wetland Improvements, LLC for professional service for the Akeley Shade Tree Grant coordination and to discuss new water meter installation:

- Kristi states that the shade tree grant was already discussed but a contract was never agreed on. It was a recommendation from the DNR that the city has a contract. The league looked through the contract and Midwest Wetland Improvements agreed with the changes.
- **Motion by Dan Riggs to approve the contract with Midwest Wetland Improvements for professional design services, seconded by Billy Krotzer, passed.**
- Discussion on the new water meter installation. It should be added to the letter that if the customer does not schedule a meeting to replace their water meter, the city will shut off their water. It should also state about needing to make sure that heat tape is used. The contractor the city is using to install the meter will try to keep heat tape in place. If the meter freezes, the customer will need to pay for a replacement.
- **Motion by Dan Riggs to approve the mandatory water meter replacement notice, seconded by Billy Krotzer, passed.**

Motion by Dan Riggs to adjourn at 5:16pm, seconded by Billy Krotzer, passed.

Respectfully submitted by:

Michaela Dunham

Deputy Clerk

MINUTES OF THE AKELEY CITY COUNCIL REGULAR MEETING HELD AT AKELEY CITY HALL 6:00PM, MAY 8TH, 2024

The Akeley City Council met in a regular meeting Wednesday, May 8th, 2024. Mayor Brian Hitchcock called the meeting to order at 6:00pm.

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

Council members absent:

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

Consent Agenda:

- Minutes from April 10th, 2024, Regular Meeting
- Minutes from April 17th LBOE Meeting
- Minutes from April 22nd, Special Meeting
- Treasurer's Report for April
- Total disbursements including all automatic payments equaling \$129,262.74. Check numbers #22065 - #22147. Voided checks 22147, 22149, 22150 due to a printing error. Voided check 21954 due to being lost. Total receipts including all automatic deposits equaling \$96,044.34.
- Administration Finance Report for April
- April Permits Issued – 0
- **Motion by Bobbie Wosika to approve the consent agenda adding golf cart and picnic tables at Paul's Patio under park and adding light pole on Graceson under maintenance, seconded by Billy Krotzer, passed.**

City Hall – Kristi Kath

- Jon Roscoe from Miller McDonald was there to give the 2023 audit report for the city.
- The city received a letter from David Johnson asking the city to relieve him from the responsibility of the assessment of the city but recommended keeping Darin Katzenmeyer as the city's assessor.
- **Motion by Dan Riggs to release David Johnson from his contract effective May 8th, 2024, seconded by Billy Krotzer, passed.**
- **Motion by Bobbie Wosika to approve Darin Katzenmeyer as the city's assessor effective May 8th, 2024, seconded by Dan Riggs, passed.**
- Resolution 10-2024 is a resolution amending resolution 1-2024 to adopt consignments. David Johnson will be replaced with Darin Katzenmeyer as the city's assessor.
- **Motion by Dan Riggs approving resolution 10-2024, seconded by Bobbie Wosika, passed.**
- Resolution 12-2024 is a resolution acknowledging the donation from Peg Davies for the Akeley Community Projects fund in the amount of \$125.00.
- **Motion by Dan Riggs to approve resolution 12-2024, seconded by Dale Nelson, passed.**
- Discussion on the email about the Blue Ox building next door. The county has approved the city's interest in the properties from the county. The city has six months from April 5th to complete the transfer of the deed. Kristi will get access to the building and then the council can schedule a special meeting.
- **Motion by Brian Hitchcock to table the discussion on ownership of the blue ox building , seconded by Billy Krotzer, passed.**
- Bobbie states that she will be out of town June 7th – June 15th. She will not be at the June 12th regular meeting.
- Kristi reminds council that employee evaluations are at the July regular meeting.

Police Department – Jimmy Hansen

- Discussion on money for the posse for Paul Bunyan Days.
- **Motion by Bobbie Wosika to pay the Hubbard County Posse \$500.00 for Paul Bunyan Days coming from the park fund, seconded by Dan Riggs, passed.**
- Jimmy has been busy with the ex-gang member speakers. It was a big success.
- He states that they found the person who stole from the Muni.
- He assisted on 2 fires.
- He states that someone found a gun outside the city.

Liquor Store - Lacey Hitchcock

- Lacey was absent.

Parks - Billy Krotzer

- Discussion on STS funding for clean-up at the campground.
- **Motion by Bobbie Wosika to pay STS \$650.00 to come from the park fund, seconded by Dan Riggs, passed.**
- Discussion on Paul's Patio work. Kristi states that the electrical pedestals were taken out with the bathroom project and they are needed for vendors and such for Paul Bunyan Days. Zach has been working on the issue of the pedestal not being moved and installed. Zach states that originally it was estimated to be about \$4,000.00 to replace. There needs to be a bigger outlet put on to the museum and then run something like a spider box with a cord. Zach will look into it with Linn Co and get back to the council.
- Discussion on the tree removal down at Paul's Patio. Dale states that the other tree down there needs to come down because it is so bad. Dan states that he found an arborist that will take them for free. There was a miscommunication somewhere and the cedar got taken down before council approval. It was a total of \$3,000.00 for all three trees.
- **Motion by Billy Krotzer to approve to pay Stan Chase \$3,000.00 for the tree removal, seconded by Dan Riggs, passed.**
- Bobbie states that there are some picnic tables at Paul's Patio that either need to be fixed or gotten rid of. She thinks that there are about five tables that are really bad. She states she can call STS and see how much they are charging for a picnic table.
- Brian states that the swim raft at the beach is in bad condition and would like to see the city get a new one. He found three different ones that were included in their packet. Kristi states that there is a playground equipment grant that this could fall under. They would match 45 percent of what the city pays for it.
- **Motion by Billy Krotzer to purchase the wave armor swim raft from Timber Creek, seconded by Dale Nelson, passed.**
- Reid states that the golf cart for the campground is no longer working. The batteries are shot. He would like to see the campground get a new one. He got three bids but would recommend the golf cart that he found at Poquet Auto in Hackensack. It is a 2024 easy go and is street legal. It is \$10,350.00. Dan will put the old cart on K-bid.
- **Motion by Dan Riggs to purchase the golf cart from Poquet Auto for a total of \$10,350.00 coming from the park fund, seconded by Billy Krotzer, passed.**
- **Motion by Dan Riggs to list the old golf cart on K-Bid, seconded by Bobbie Wosika, passed.**
- Kristi states that the trail camera for the beach bathrooms is here and needs to be installed.

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

- Zach Thoma gives an update about the lead service lines survey. They are going to be sending out flyers to each property owner to find out what their service lines are.
- Bobbie would like to look into getting a light pole for the corner of Graceson Ave South and First Street.

East Hubbard County Fire District –Dan Riggs/Bobbie Wosika

- Report on April minutes.

Old Business

- Bobbie states that they are currently working with EMCON.
- Mary Thompson gives an update on the Blandin Grant Application. She would like to submit an application for \$150,000.00 to help fund the restroom. Last week they met with the community projects committee to get a restroom design. She states that she included everything that has already been done on the project to help show progress. She states that she is better than optimistic. She needs approval to submit the application.
- Resolution 11-2024 is a resolution approving the submittal for the Blandin Grant application.
- **Motion by Billy Krotzer to approve resolution 11-2024, seconded by Bobbie Wosika, passed.**

New Business

Public Forum

- Hubbard County commissioner Steve Keranen spoke on updates that are happening around Hubbard County.

Motion by Dan Riggs to adjourn at 7:52pm, seconded by Billy Krotzer, passed.

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

**MINUTES OF THE AKELEY CITY COUNCIL
SPECIAL MEETING
HELD AT AKELEY CITY HALL 2:30PM, MAY 20TH, 2024**

The Akeley City Council met in a Special Meeting May 20th, 2024. Mayor Brian Hitchcock called the meeting to order at 2:30pm.

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

Council members absent: Dale Nelson

The reason for the special meeting was to discuss the 50amp electrical installations at the Museum with the spider box and cord purchase, tree removal at Paul's Patio, porta potties for Paul Bunyan Days, and picnic tables for Paul's Patio with the following key points:

- The 50 amp spider box will cost \$358.04 off amazon. Avenson Electric gave a quote of \$3,030.36 to install two 50amp outlets on the outside of the museum.
- **Motion by Dan Riggs to approve the quote from Avenson Electric, seconded by Bobbie Wosika, passed.**
- The one tree at Paul's Patio needs to be removed. The arborist is not interested in it as it is not good wood. The city will get a few bids and can wait until the next regular council meeting.
- The bid for the porta potties at Paul Bunyan Days is \$1,330.00. That would be for 8 regular units, 2 handicap units, and 2 handwash units.
- **Motion by Brian Hitchcock to approve to pay Potty Shacks \$1,330.00 for Paul Bunyan Days coming from the park fund, seconded by Dan Riggs, passed.**
- Discussion on the picnic tables down at Paul's Patio. Bobbie states that STS is selling 6 foot pine picnic tables for \$120.00 each. Maybe look into have someone refurbish the current tables. Dan states that he will take a look at them. Do not purchase anything yet and when we do, we need to get numbers for composite ones.

Motion by Bobbie Wosika to adjourn at 3:00pm, 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, JUNE 17TH, 2024

The Akeley City Council met in a regular meeting Wednesday, June 17th, 2024. Mayor Brian Hitchcock called the meeting to order at 6:00pm.

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

Council members absent:

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

Consent Agenda:

- Minutes from May 8th, 2024, Regular Meeting
- Minutes from May 20th, 2024 Special Meeting
- Treasurer's Report for May
- Total disbursements including all automatic payments equaling \$162,929.11. Check numbers #22148 - #22233. Total receipts including all automatic deposits equaling \$146,898.80.
- Administration Finance Report for May
- May Permits Issued – 1
- **Motion by Brian Hitchcock to approve the consent agenda adding lumber for docks and porta potties under parks and also adding insurance liability coverage waiver under city hall, seconded by Dan Riggs, passed.**

City Hall – Kristi Kath

- Discussion on the Post Office dedication on June 24th, 2024. Jessie wants to know which council members will be able to make it. Dan has a water meter replacement appointment so he will not be able to make it.
- Discussion on the Hubbard County Attorney contract.
- **Motion by Dan Riggs to approve the Hubbard County Attorney contract, seconded by Bobbie Wosika, passed.**
- Kristi discusses where the trees from the shade tree grant are going to be placed and what kind of trees those are going to be. Brian asks when the trees will be planted. Kristi says that it will be in September of this year.
- **Motion by Bobbie Wosika to approve moving forward with the plans on the shade tree project, seconded by Billy Krotzer, passed.**
- Discussion on the Walker ambulance primary service area. The Walker City Council was requested by Cass and Hubbard County administrators to produce and approve resolution 27-2024, a resolution in support of Cass and Hubbard counties working toward subordinate taxing district for the Walker ambulance primary service area. This is more of an FYI at this point as the letter states that there will be more meeting, specifically public hearings on the matter prior to the actual consideration by the County Boards.
- Discussion on the LMC insurance liability coverage waiver.
- **Motion by Billy Krotzer to approve not waive the monetary limits for the LMC insurance liability coverage waiver, seconded by Dale Nelson, passed.**
- Kristi states she will be on vacation starting tomorrow into next Wednesday.

Police Department – Jimmy Hansen

- Jimmy was absent
- Kristi states that he is going to start soliciting funds for NNO.

Liquor Store - Lacey Hitchcock

- Lacey was absent.

Parks - Billy Krotzer

- Discussion on the removal of a tree down at Paul's Patio. Central Lakes Tree Service would charge \$3,006.51. Armstrong Tree Service would charge \$2,750.00. Stan's Firewood and Tree Service would charge \$1,400.00.
- **Motion by Dan Riggs to approve Stan's Firewood and Tree Service to remove tree in the amount of \$1,400.00, seconded by Billy Krotzer, passed. Dale Nelson abstained.**
- Discussion on lumber to repair docks at the campground. Nevis Lumber would be an estimate of \$1,446.44 for 16-foot boards with screws and delivery. Dan states that Reid can pick it up and that it does not need to be delivered and the boards can be 8-foot boards.
- **Motion by Dan Riggs to approve the lumber from Nevis Lumber in the amount not to exceed \$1,400 and is to come from the park, seconded by Billy Krotzer, passed.**
- Bobbie discusses the porta potties for Paul Bunyan Days. She states that last year the way the porta potties were placed should not have been placed that way. They also had one of the handicapped porta potties by the band stand that had a sign on it that said staff only. The city and the committee need to work together. They should also not be putting a sign on a porta pottie unless they are paying for it.
- **Motion by Brian Hitchcock to have the city work with the Paul Bunyan Days committee on where to place the porta potties, seconded by Bobbie Wosika, passed.**
- Dan states that he received a thank you from the 10th/11th Crow Wing Lake Association AIS for the support at the boat access for invasive species.
- Bobbie asks if Reid is going to blow off the cement at Paul's Patio before Paul Bunyan Days.
- Brian thanks Dan for working on repairing the picnic tables at Paul's Patio.

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

- Reid and Mike were absent.
- Kristi states that Midwest Testing is scheduling the water meter replacements. It will start next Monday.

East Hubbard County Fire District –Dan Riggs/Bobbie Wosika

- Report on May minutes.
- The department got a new parking lot.

Old Business

- Bobbie states that the Akeley Community Projects received the second \$3,500.00 payment from the grant from Arvig. Brian also states that the construction area at Paul's Patio was hydro seeded today.
- Dale states that the culverts on Hulet Ave as well as Chicago Ave need to be cleaned out.

New Business

Public Forum

Motion by Bobbie Wosika to adjourn at 7:01pm, 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, JULY 10TH, 2024

The Akeley City Council met in a regular meeting Wednesday, July 10th, 2024. Mayor Brian Hitchcock called the meeting to order at 6:00pm.

Council members present: Brian Hitchcock, Dan Riggs, Dale Nelson, 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 17th, 2024, Regular Meeting
- Treasurer's Report for June
- Total disbursements including all automatic payments equaling \$162,412.57. Check numbers #22234 - #22310. Total receipts including all automatic deposits equaling \$143,087.44.
- Administration Finance Report for June
- June Permits Issued – 1
- **Motion by Bobbie Wosika to approve the consent agenda, seconded by Billy Krotzer, passed.**

City Hall – Kristi Kath

- Jana Elavsky Lung did not attend. She had some questions but did not show up.
- Discussion on Hubbard County Variance Permit for parcel number 01.52.001000. It is in Akeley Township, but the council can choose to oppose it, or they can decide for no action.
- **Motion by Dan Riggs to take no action, seconded by Billy Krotzer, passed.**
- Kristi discusses monies from HRA-SCDP Grant for the Jerry Joy property. She states that this is the final year for the payback, but his property was sold. The final amount due was \$3,880.00. Kristi states that she received those funds from the payout of the closing and checked into things with DEED. These funds are considered public funds. She suggests that the funds be given to the community projects bathroom fund.
- **Motion by Dan Riggs to approve moving the \$3,880.00 to community project funds, seconded by Billy Krotzer, passed.**
- Resolution 13-2024 is a resolution accepting the donation for community projects in the amount of \$40.00 from Peg Davies.
- **Motion by Bobbie Wosika to approve resolution 13-2024, seconded by Dale Nelson, passed.**

Police Department – Jimmy Hansen

- Skylar Fynboh discussed concerns that he has about the Akeley Police Department. The council will look into his concerns and possible ways to improve the Police Department.
- Jimmy states that Paul Bunyan Days had one of the best years with people attending and with zero incidents.

Liquor Store - Lacey Hitchcock

- Lacey states that people have asked her if she is going to be selling THC drinks. She wants to know if the council would be okay with her bringing in THC drinks into off-sale. The council states that if it is legal to buy it that they would not be opposed to it. Kristi will have to look into the insurance side of it.

- The Muni needs a new garbage can outside. They are expensive but she would like to get a heavier duty one that won't blow away or be easy enough for someone to steal or break. She found one that will cost \$747.48. It is a steal slotted garbage can.
- **Motion by Bobbie Wosika to approve Lacey purchasing a new garbage can in the amount of \$747.48 from Local Industrial, seconded by Dan Riggs, passed.**

Parks - Billy Krotzer

- Dan Riggs discusses purchasing custom covers for the golf cart and Kubota at the campground to protect them during storms. It could cost up to \$1,500.00.
- **Motion by Dan Riggs to approve purchasing covers for the golf cart and Kubota not to exceed \$1,500.00 to come from the park funds, seconded by Billy Krotzer, passed.**

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

- Discussion on the fine for water meter non-compliance and new water meters that were not installed. Thirty-one have not been installed yet with six of those who have not contacted City Hall. Three are apartment buildings, but they cannot legally be shut off. The properties that are not being cooperative and communicating will be fined if they do not get in contact with Kella.
- **Motion by Brian Hitchcock to fine the ones that have not or will not cooperate and to give the properties who are working with the city a month to get a new meter and will be revisited at the next council meeting, seconded by Dan Riggs, passed.**
- Discussion on monies for water meters from CD. The invoice from DSG needs to be paid by July 25th, 2024. The amount remaining after applying the ARPA funds is \$41,720.97. The council has already approved for the rest of the funds to come from CD 10100678. This is just an FYI.

East Hubbard County Fire District –Dan Riggs/Bobbie Wosika

- Report on June minutes.

Old Business

- Zach Thoma from Moore Engineering discusses the trailhead project. Dave did a map and sketch for flooding behind the museum. County will need to approve pay application number three.
- Zach then discusses a grant for wastewater infrastructure upgrades. The grant covers up to 90% of construction, up to \$1.5 million. The city could be looking at a \$500,000.00 project at the ponds, which would be a \$50,000.00 match from the city not including design engineering.
- Mike discusses generators at the lift stations. The main lift station is a phase three and would need a permanent generator and the other lift stations are single phase and could have a portable generator that could be brought to each lift station.
- Kristi states that the city received \$100,000 from the Blandin Foundation. The grant that was applied for was for \$150,000.00 and the city was granted \$100,000.00. It must be used only for the bathroom project.
- Bobbie asks Reid to look into the overgrown trees at the stop sign at the intersection of Mill Street and Pleasant Ave NE.

New Business

Public Forum

- Chuck Andres asks who the city will allow to use the kiosks at the trailhead connection. It is dictated by the DNR but that no material that would be promoting businesses can be posted. It is more so for informational material or for notice of community events.

Motion by Billy Krotzer to close meeting for employee evaluations at 7:17pm, seconded by Dan Riggs, passed.

The meeting reopened at 8:23pm.

Motion by Dan Riggs to adjourn meeting at 8:24pm, 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, AUGUST 14TH, 2024

The Akeley City Council met in a regular meeting Wednesday, August 14th, 2024. Mayor Brian Hitchcock called the meeting to order at 6:00pm.

Council members present: Brian Hitchcock, Dan Riggs, Dale Nelson, 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 10th, 2024, Regular Meeting
- Treasurer's Report for July
- Total disbursements including all automatic payments equaling \$303,594.04. Check numbers #22311 - #22411. Total receipts including all automatic deposits equaling \$458,108.08.
- Administration Finance Report for July
- July Permits Issued – 1
- **Motion by Bobbie Wosika to approve the consent agenda with the addition of adding the walkway at Paul's Patio under Parks, seconded by Dan Riggs, passed.**

City Hall – Kristi Kath

- Resolution 14-2024 is a resolution acknowledging the donations from T&M Express, North Country Repair, First National Bank North, Eastern Hubbard County Fire District, Akeley Regional Community Center, Red River Event Center, Akeley Veterans Community Outreach, and Anonymous, for the Akeley National Night Out event.
- **Motion by Dan Riggs to approve resolution 14-2024, seconded by Dale Nelson, passed.**
- Discussion on the LAC propane contract. It is the same amount per gallon as last year at \$1.50. Kristi feels confident that 5,000 gallons would be enough for this year as the city still has 2,365.8 gallons left from last year's contract.
- **Motion by Dan Riggs to approve the LAC propane contract for 5000 gallons at \$1.50 per gallon in the amount of \$7,500.00, seconded by Bobbie Wosika, passed.**
- Discussion on the monies received from small city assist in the amount of \$11,958.50. Kristi suggests putting these funds from the general account into savings account 2731364 for capital improvements for roads.
- **Motion by Bobbie Wosika to approve the funds in the amount of \$11,958.50 be moved from the general account to savings account number 2731364, seconded by Dale Nelson, passed.**
- Krisit received a letter from Hubbard County Environmental Services about the McGregor Campground and that they did not follow the necessary steps and that their operations need to cease and desist until they complete all steps needed to run the business. The county asked the city if the water could be shut off. The council does not think that the water should be shut off, which would make this letter just an FYI as the rest will be handled through the county.
- Discussion on when the budget meeting should be. Krisit suggests September 4th, 2024, as it needs to happen before the September regular meeting.
- **Motion by Bobbie Wosika to set a budget meeting work session for September 4th, 2024, at 6:00pm, seconded by Dan Riggs, passed.**

Police Department – Jimmy Hansen

- Jimmy states that the Audrey's Purple Dream Fund Run went well. He also states that National Night Out also went well. He thanks all the donors that donated.

Liquor Store - Lacey Hitchcock

- Lacey was absent.

Parks - Billy Krotzer

- Discussion on the walkway to Paul's Patio. The wood walkway really needs to be replaced.
- **Motion by Brian Hitchcock to approve getting some bids for replacing the walkway at Paul's Patio, seconded by Dan Riggs, passed.**
- Dan states that the covers for the Kubota and golf cart for the campground came in.

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

- Update on water meter replacements. There is only a couple that are left to be installed. Dan states that when all the old meters get stripped down. He will bring them in for scrap. He estimates that the city will get around \$1,200.00 for scrap metal.
- Discussion on gWorks software. Kristi states that in 2022 Softline Data was bought out by a company called gWorks. As of October 31st, 2024, all Softline Data customers will have to be switched to the gWorks cloud base. It will cost \$1,920.00 a year for the software. Kristi states that she looked into a couple other software companies and there were many mixed reviews. The costs would also be higher.
- **Motion by Dan Riggs to approve contract with gWorks with the annual amount of \$1,920.00, seconded by Bobbie Wosika, passed.**
- Discussion on the Midco Quote. It is more of an FYI to budget for it as a routine every 3-5 years. Cleaning and inspection would cost \$7,752.00.
- Discussion on the pipe break on Pleasant Ave from last winter. The city cannot prove that it could have been broken from the road work and the construction companies can't prove that it was already broken before the road work. It will cost around \$8,000 and the bill would be split in half between the city and Young Excavating.

East Hubbard County Fire District –Dan Riggs/Bobbie Wosika

- Report on July minutes.
- The parking lot issue is still being worked on.
- They are getting mock-ups for new signage.
- They have two new fire fighters.

Old Business

- Discussion on the Blue Ox building next to City Hall that the city had shown interest in. Bobbie asks if any of the council members have walked through there. She states that it is full of black mold. Brian would like to not take any action on it due to Billy not being at the meeting.
- **Motion by Brian Hitchcock to table this until next month, seconded by Dan Riggs, passed.**
- The Akeley Community Project Committee received a \$100,000.00 grant for the trailhead project from the Blandin Foundation. Kristi states that \$50,000.00 was already received and was deposited into the community projects account.

New Business

- Noah Kramer wants to fix up the Veterans' Memorial at Paul's Patio for his Eagle Scout project as his dad, Scott Kramer, is originally the one that built it. It would need a beneficiary which would be the City of Akeley. It will just be a little bit of paperwork.
- **Motion by Dan Riggs to approve Noah Kramer to fix the Veterans' Memorial at Paul's Patio for his Eagle Scout project, seconded by Dale Nelson, passed.**

- Robert Burnett discusses that he has a nuisance neighbor and would like to know if a sign for no access could be put up where the sewer main access is. He states that the neighbors are running four wheelers through that access all through the night. Dale states that a sign possibly could be put up that states it is for city use only.
- **Motion by Dan Riggs to table until further research is done to see what can and cannot be done, second by Bobbie Wosika, passed.**

Public Forum

- Skylar Fynboh asked what the council was going to do about police accountability. Dan states that there is no money in the budget for body cams and that there is already a policy in place that states where he can take the cruiser.
- A few people from the board of the ARCC and Emergency Shelter state that they are very appreciative of the work that Jimmy Hansen has been doing for the community.
- Chuck Andres asked if anyone from the Paul Bunyan Day committee has asked the city about additional power at Paul's Patio. When they work on the new bathrooms it could possibly be worked into that.

Motion by Dan Riggs to adjourn the meeting at 7:14pm, seconded by Dale Nelson, passed.

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

**AKELEY CITY COUNCIL
WORK SESSION
SEPTEMBER 4TH, 2024 @ 6:00 PM**

The Akeley City Council met in a Work Session Wednesday, September 4th, 2024. 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: Dale Nelson
Employees Present: Kristi Kath and Jimmy Hansen

Discussion with regards to the General Fund budget for the 2025 Levy with the following highlights:

- Kristi states that she has not gotten a lot of numbers yet so some of the budget is on the high side. The big numbers that she has not received yet are for insurance.
- Bobbie states that she thinks that the number for the fire contract should rise as there have been a lot of calls for the city this year. Brian would like it to be put at \$22,000.00
- Brian states that the council should look into raising the council pay. It would be an extra \$3,000.00 a year if each council member got a raise of \$50.00 a month. The council wages were increased from \$7,800.00 to \$10,800.00.
- Brian would like to cut the instructor fees for the council. They don't foresee any training as there are no new council members. The instructor fees and lodging were changed to zero.
- Brian would like to see raises for everyone. At least a dollar instead of two percent. Dan states he thinks it should be \$1.50. For Kristi, Jimmy, Kella, Reid, and Lacey to get a \$1.50 an hour raise would raise the budget line item an extra \$12,500.00. Discussion on raises for Herb, Willie, Lenny, and all the bartenders at the muni. Decision to increase the budget to reflect a \$1.50 raise for Kristi, Kella, Lacey, Reid, Jimmy, and Becca. Also, a two percent raise for Lenny, Willie, Herb, Dottie, and all the bartenders at the Muni. Administration wages rose from \$53,163.00 to \$55,419.00. PERA rises to \$4,156.44 and FICA rises to \$3,435.99 and Medicare rises to \$803.58.
- The council would like lodging, miles, and meals dropped from \$1,200.00 to \$800.00.
- Discussion on City Hall needing a new roof. There are leaks all over the building. The council decided to leave building repair at \$1,000.00.
- Police wages rose to \$53,219.88 with the \$1.50 raise. PERA rose to \$9,419.92. Medicare rose to \$771.69.
- Highway, streets, and roads line items rose to \$30,712.56. PERA rose to \$2,303.44. FICA rose to \$1,904.08. Medicare rose to \$445.33.
- The council would like to see property taxes raised to \$1,000.00.
- The total levy percentage raise is 6.846%
- If \$34,500.00 was taken from enterprise funds to offset the levy, the levy percentage would change it to 2.963%. With a levy amount of \$251,860.69.

Motion by Billy Krotzer to adjourn the meeting at 7:23pm, seconded by Dan Riggs, passed.

Respectfully Submitted By;
Michaela Dunham
Deputy Clerk

MINUTES OF THE AKELEY CITY COUNCIL REGULAR MEETING HELD AT AKELEY CITY HALL 6:00PM, SEPTEMBER 11TH, 2024

The Akeley City Council met in a regular meeting Wednesday, September 11th, 2024. 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 Dale Nelson

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

Consent Agenda:

- Minutes from August 14th, 2024, Regular Meeting
- Minutes from September 4th, 2024, Work Session
- Treasurer's Report for August
- Total disbursements including all automatic payments equaling \$150,019.43. Check numbers #22412 - #22483. Voided check #22272 due to being lost. Total receipts including all automatic deposits equaling \$187,165.02.
- Administration Finance Report for August
- August Permits Issued – 1
- **Motion by Bobbie Wosika to approve the consent agenda, seconded by Billy Krotzer, passed.**

City Hall – Kristi Kath

- Resolution 15-2024 is a resolution acknowledging the donation from Enbridge in the amount of \$2,000.00 for the Akeley National Night Out Event.
- **Motion by Billy Krotzer to approve resolution 15-2024, seconded by Bobbie Wosika, passed.**
- Resolution 16-2024 is a resolution acknowledging the donations from Amber Long in the amount of \$200.00 and anonymous in the amount of \$10.00 for the Akeley Community Projects Fund.
- **Motion by Bobbie Wosika to approve resolution 16-2024, seconded by Billy Krotzer, passed.**
- Resolution 17-2024 is a resolution electing to participate in the economic development area of operation of the Hubbard County HRA-EDA.
- **Motion by Billy Krotzer to approve resolution 17-2024, seconded by Bobbie Wosika, passed.**
- Kristi states that there was not a change in the numbers for the 2025 preliminary levy from the September 4th, 2024 work session. The 2025 preliminary levy is \$251,860.69.
- **Motion by Bobbie Wosika to approve the 2025 preliminary levy, seconded by Billy Krotzer, passed.**

Police Department – Jimmy Hansen

- Post Police Pursuit Policy has been updated and is mandated to adopt.
- **Motion by Dan Riggs to approve adopting the updated Post Police Pursuit Policy to be put into the police policy book, seconded by Billy Krotzer, passed.**
- Bobbie asks if speed signs could be put in town. Should ask Hubbard County, but know that they are being used for road construction projects.

Liquor Store - Lacey Hitchcock

- Lacey was absent.

Parks - Billy Krotzer

- Kristi states that the campground's computer no longer works, but that Mark has already installed a new computer.
- Kristi also asks if the council would like to have an end-of-year meeting for the campground or if it could just be done at the next council meeting. The council agrees that it can just be at the regular meeting in October. Kristi also proposes having a three-to-five-year contract instead of annually. The council does not see it being necessary to do so due to not having any problems in the past.

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

- Reid and Mike were absent.
- It was reported that all new water meters have been installed.

East Hubbard County Fire District –Dan Riggs/Bobbie Wosika

- Report on August minutes.
- Dan states that a new sign has been ordered for the fire hall.
- They are looking into options for the repair/replacement of the fireman's memorial.

Old Business

- Bobbie states that there was not a meeting in August for the bathroom project but that there will be a meeting the fourth Monday of September.
- Zach Thoma states that a contractor will be coming out to look at the problem with the parking lot. He also states that he is suggesting a liquidated damages letter be sent that says they need to have it fixed. The project being fixed by September 30th, 2024, or liquidated damages will begin to be assessed.
- **Motion by Bobbie Wosika to approve Zach Thoma to send a letter to LinnCo stating what will happen if they do not fix their mistake in the new parking lot, seconded by Billy Krotzer, passed.**
- Zach would also like the council to make a motion to approve a grant application for the Implementation Grants for Wastewater Resilience to be submitted.
- **Motion by Billy Krotzer to approve Zach to submit an Implementation Grant for Wastewater Resilience, seconded by Bobbie Wosika, passed.**
- Discussion on the Blue Ox Building. It needs to be decided tonight whether the city is interested in the building or not. Bobbie asks if a special meeting could be held so that the city would have a full board. Dan states that he has already discussed this with Brian. Bobbie states that she did a walkthrough of the building, and she does not feel like it would be in the city's best interest to buy the property. Dan states that he also did a walkthrough and that it is a 52-year-old building and that the cost of renovating it would be large. He also states that the city would not collect property taxes from it or even collect money from water bills. In his opinion it would be better left to a private buyer. Billy Krotzer states that he would rather see a new business in town. Dale Nelson agreed with Dan and said he didn't think that it was a good fit for the city.
- **Motion by Bobbie Wosika to send a letter to Hubbard County stating that the city is no longer interested in the building, seconded by Billy Krotzer, passed.**
- Discussion on the alley by Robert Burnett and getting a sign installed saying no entrance. Jimmy states that he has handled the situation with the neighbors. Discussion on not wanting to set a precedent of signs and alleys.
- **Motion by Bobbie Wosika to table this until next month, seconded by Billy Krotzer, passed.**

- Bobbie Wosika states that she got an email from Mary Schwartz stating that the speed signs that the council had discussed in the past are now on the MnDOT approval product list. The company that Mary works for no longer distribute those signs. Kristi is in contact with Mitch Gaida of Mid-American Signal to get numbers on how much those signs will cost. He was recommended by Mary Schwartz.

New Business

Public Forum

- Shannon Geisen from the Park Rapids Enterprise will be writing the articles for Akeley council meetings now as Lori has gone to a desk job. Jean Ruzicka is writing for the Pilot now and will also be covering the council meetings.
- Bee Dybsand wrote a letter concerning that pet owners not cleaning up after their dogs at Paul's Patio. Krisit was asked to look into a couple of poo bag dispensers for at the trailhead connection and one for by Paul's Patio.

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

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

**MINUTES OF THE AKELEY CITY COUNCIL
SPECIAL MEETING
HELD AT AKELEY CITY HALL 6:00PM, SEPTEMBER 24TH, 2024**

The Akeley City Council met in a Special Meeting September 24th, 2024. Mayor Brian Hitchcock called the meeting to order at 6:00pm.

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

Council members absent:

The reason for the special meeting was to discuss the potential of the acquisition of the Blue Ox Building by the City. (Parcel ID's 29.37.04400 and 29.37.04500)

- Kristi states that after the September 11th, 2024, regular meeting she received an email from Mary Thompson stating that the city had received the grant to use to help with costs for that building. The council had decided that the city was not interested in the building at the September regular meeting.
- Mary Thompson states that she put in an application for the city to be able to have resources to use for the building like architectural costs. She states that if the city does still decide to let the building go up for public auction, they will no longer have control of what happens with it. She also states that there are obviously somewhat of a risk because the city would incur fees with acquiring the property but are taking the risk of what could potentially happen with that building if the city did not want it. There is also other funding the city could look at if they wanted to tear it down.
- Dan states that he doesn't understand why the city would want to invest in a building that is valued at zero dollars.
- Brian states that he thinks it would be in the city's best interest because the city could tear it down and make a parking lot or even possibly a playground.
- Corey Kimball from Hubbard County states that the first auction is on November 4th, 2024, and that the starting bid will be what it is valued at which is around \$117,000.00. If it does not sell at that auction, then at the next auction the starting bid will be however much the back taxes and additional fees are.
- **Motion by Dan Riggs to take no actions, seconded by Bobbie Wosika, passed with Brian Hitchcock opposing.**

Motion by Dan Riggs to adjourn at 6:20pm, 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, OCTOBER 9TH, 2024

The Akeley City Council met in a regular meeting Wednesday, October 9th, 2024. Mayor Brian Hitchcock called the meeting to order at 6:00pm.

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

Council members absent:

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

Consent Agenda:

- Minutes from September 11th, 2024 Regular Meeting
- Minutes from September 24th, 2024 Special Meeting
- Treasurer's Report for September
- Total disbursements including all automatic payments equaling \$166,088.40. Check numbers #22484 - #22564. Total receipts including all automatic deposits equaling \$163,827.72.
- Administration Finance Report for September
- September Permits Issued – 0
- **Motion by Dan Riggs to approve the consent agenda adding 2026 campground rates and the manager's camper under park, seconded by Billy Krotzer, passed.**

City Hall – Kristi Kath

- Resolution 18-2024 is a resolution acknowledging the donation from Peg Davies for the Akeley Community Projects Fund.
- **Motion by Billy Krotzer to approve resolution 18-2024, seconded by Bobbie Wosika, passed.**
- Discussion on Hubbard County tax forfeited land. Parcel number 29.37.30210 is being reclassified to non-conservation lands. Kristi states that the council needs to make a motion either opposing it or approving it before she can send it back to the county.
- **Motion by Dan Riggs to approve parcel 29.37.30210 to be classified as non-conservation, seconded by Billy Krotzer, passed.**
- Kristi gives an update on the shade tree bonding grant. She states with the dryness this last month, that the experts have decided that the trees should not be planted until spring next year.

Police Department – Jimmy Hansen

- Jimmy states everything is going well.

Liquor Store - Lacey Hitchcock

- Lacey was absent.

Parks - Billy Krotzer

- Kerri and Eric Eisenlohr were there to share the campground year end report. Eric states that they had a great year. Eric thanks the council for supporting them. He states that there were a lot of happy campers and had a bunch of great reviews. Kerri states that being the managers will not be a short-term job for them and that they are interested in the campground long term. Dan Riggs states that he thinks that Kerri and Eric have done a spectacular job at the campground. Dan asks Kerri when they would like to have a 2025 contract. Kerri states that she will be coming through during the first part of November but then whenever is convenient for the council.

- Discussion on raising the campground rates for 2026. Dan states that the rates have not been raised since 2019. Dan asked Kristi to put together a spreadsheet to compare the rates at a 10% and 15% raise. Because the campers do not have to pay for the electric they use. Dan thinks that the rates being raised by 15% is fair. The decision would need to be made by the November or December meeting.
- **Motion by Billy Krotzer to table 2026 campground rates until next regular meeting, seconded by Dan Riggs, passed.**
- Discussion on Kerri and Eric leaving their camper on the managers site through the off-season months. Bobbie is concerned about something happening to their camper. Kerri and Eric are aware that it would not fall on the city if anything happened to it. Brian states he has no problem with them leaving their camper there and would like to see it written in the contract that they have that option.
- **Motion by Brian Hitchcock to include the manager's camper in the contract along with liabilities, seconded by Billy Krotzer, passed.**

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

- Reid and Mike were absent.
- Dan states that Crow Wing Lake Drive and Hill Street are getting overgrown with brush. He states that Reid had gotten a quote for a brush removal service to remove the brush on Crow Wing Lake Drive and Hill Street for \$4,100.00. If there were any other areas that would need to be taken care of would be \$130 an hour. The quote is from PBF Mowers LLC. Reid had been trying to get estimates from other businesses, but no one has gotten back to him. Dale states that Stan Chase would possibly be one to call.
- **Motion by Dan Riggs to approve the brush clearing on Crow Wing Lake Drive, Hill Street, and other areas, if need be, up to the amount of \$6,000.00 but need to also get two more bids, seconded by Billy Krotzer, passed.**

East Hubbard County Fire District –Dan Riggs/Bobbie Wosika

- Report on September minutes.
- Dan states that they received a \$2,000.00 donation from the Walker Lodge that was deposited into the equipment fund.
- Work will be being done on the deteriorating firemen's memorial.

Old Business

- Chuck states that on the 15th of October, Emcon will be here to go over the project.
- Zach Thoma was not present but provided a project update list. Kristi states she applied for the Wastewater Treatment grant that the council approved at the last regular meeting. She states that she should get a response between 60-90 days. The total amount was approximately \$865,000. It comes with a 10% match. It also comes with the ability to put engineering fees into the cost.
- Discussion on the DEED Small Cities Development Program. The funds are granted for wastewater treatment projects including collection systems and treatment plants, wells, water towers and distribution systems. The maximum grant award is \$600,000. No match required but city contributions are weighted into selection criteria.
- As the 30th of September liquidation damages started with the parking lot of the bathroom project. It is going to be milled down and patched.
- Discussion of the sign in an alley by Robert Burnett. It was tabled last month. Brian doesn't think that putting up a sign is the way to go. The council agrees.
- Motion by Dan Riggs to take no action, seconded by Billy Krotzer, passed.

New Business

- Brian reads a thank you letter from the Akeley Library thanking the city for their donation.

Public Forum

- Steve Keranen states that the Hubbard County commissioners and the Cass County commissioners have joined together to research information due to the ambulance service in Walker failing financially. The desire is to start a joint powers board between Hubbard County and Cass County. He just wanted to inform the city as Akeley falls in the service area. Sometime in November there will be a public meeting held in Walker.
- Marv Vredenburg just wanted to thank the campground managers for the great job they did this year at the campground.

Motion by Bobbie Wosika to adjourn the meeting at 7:04pm, seconded by Billy Krotzer, passed.

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

MINUTES OF THE AKELEY CITY COUNCIL REGULAR MEETING HELD AT AKELEY CITY HALL 6:00PM, NOVEMBER 13TH, 2024

The Akeley City Council met in a regular meeting Wednesday, November 13th, 2024. Mayor Brian Hitchcock called the meeting to order at 6:02pm.

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

Council members absent:

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

Consent Agenda:

- Minutes from October 9th, 2024, Regular Meeting
- Treasurer's Report for October
- Total disbursements including all automatic payments equaling \$1200,778.16. Check numbers #22565 - #22644. Total receipts including all automatic deposits equaling \$189,775.92.
- Administration Finance Report for October
- October Permits Issued – 0
- **Motion by Bobbie Wosika to approve the consent agenda with the addition of piano under new business, seconded by Dan Riggs, passed.**

City Hall – Kristi Kath

- Resolution 19-2024 is a resolution adopting lien or assessment for unpaid charges. They are for unpaid water and sewer bills.
- **Motion by Billy Krotzer to approve resolution 19-2024, seconded by Dan Riggs, passed.**
- Resolution 20-2024 is a resolution of the Akeley City Council designating the annual city elections polling place.
- **Motion by Bobbie Wosika to approve resolution 20-2024, seconded by Billy Krotzer, passed.**
- Resolution 21-2024 is a resolution sponsoring Akeley Paul Bunyan ATV Trail Riders for grant purposes to maintain Round River Drive.
- **Motion by Billy Krotzer to approve resolution 21-2024, seconded by Dale Nelson.**
- Resolution 22-2024 is a resolution certifying election results. For mayor, 170 votes for Brian Hitchcock and 13 write ins. For council member, 158 votes for Bobbie Wosika and 10 write ins.
- **Motion by Dan Riggs to approve resolution 22-2024, seconded by Billy Krotzer, passed.**
- Resolution 23-2024 is a resolution acknowledging the donation from Peg Davies for the Akeley community projects fund in the amount of \$90.00.
- **Motion by Billy Krotzer to approve resolution 23-2024, seconded by Dan Riggs, passed.**
- Mary Thompson asked if the city would approve a letter of support for the Main Street Economic Revitalization Program.
- **Motion by Dan Riggs to approve a letter of support for Heartland Lakes Development Commission for DEED application, seconded by Billy Krotzer, passed.**
- Discussion on the T&M liquor license. It is an annual license.
- **Motion by Billy Krotzer to approve the T&M Express liquor license for 2025, seconded by Bobbie Wosika, passed.**
- Discussion on the council members and mayor's pay increase. This was talked about at the last work session. It was discussed that the wage for the mayor would rise from \$150.00 to \$200.00. The council members would rise from \$100.00 to \$150.00. Kristi needs a motion so that ordinance 102-2004 can be amended.
- **Motion by Dan Riggs to approve amending ordinance 102-2004 to raise the council's wage, seconded by Billy Krotzer, passed.**

- Discussion on when to set the next work session. Kristi would prefer that it was the week before the December regular council meeting.
- **Motion by Bobbie Wosika to approve having a work session on December 4th, 2024 at 6:00pm, seconded by Billy Krotzer, passed.**

Police Department – Jimmy Hansen

- Jimmy states everything is going well. He would like to thank the veterans. He would also like to send thoughts and prayers to the Johnson family as Lee Johnson has passed away. He would also like to do the same for the family of Johnathan Freidan, Hubbard County Attorney, as he has also passed away.

Liquor Store - Lacey Hitchcock

- Lacey was absent.

Parks - Billy Krotzer

- Discussion on the campground managers 2025 contract and a letter from Kerri and Eric Eisenlohr. They are asking for \$2,000.00 more a month. Kristi states that Kerri and Eric do a fantastic job and that the campground would not be where it is today without them. Kristi also added a line in the contract about them leaving their camper on the manager's spot through the winter with the city not being liable for any damages or loss. She also updated the leased equipment, adding the new golf cart. Further discussion ensued that resulted in the following motion.
- **Motion by Dan Riggs to approve the \$2,000.00 increase for the 2025 campground managers' contract, seconded by Brian Hitchcock, passed.**
- Discussion on the campground rate changes for 2026. The council thinks that the 15 percent increase would be best. That would make tent sites \$40.00 daily, \$230.00 weekly, and \$977.00 monthly. RV sites would be \$63.00 daily, \$345.00 weekly, and \$1,495.00 monthly. Seasonal sites would increase to \$3,450.00 a season. The off-season rate would also increase to \$34.00 daily.
- **Motion by Billy Krotzer to approve the increase of 15 percent for the 2026 campground season rates, seconded by Bobbie Wosika, passed.**
- Discussion on the Knapper contract. The Knapper's have a contract with the city to be able to reserve the campsite that is by public access. In the 2023 season a letter was sent to them because they had three campers and a bunch of tents. They still have two campers on the site with a deck which still does not follow the rules. Kristi would like to know what the council thinks should be done. Dan states that they should follow the stipulations that they are supposed to be, or they should not be able to be there.
- **Motion by Dan Riggs to table the Knapper's contract until the next regular meeting, seconded by Billy Krotzer, passed.**
- Brian discusses a letter that he received from the Akeley Paul Bunyan Committee. He states that they are asking for a second stage to be built. They state it would be a simple 12'x16' platform with a slanted metal roof and no sides. They have the volunteers to build it but because the city will own it, they are asking for funds for building materials. Their estimated cost is \$3,000.00. They would like to start as early as the ground thaws. Brian states they want to build it off the side of the existing band stand near the sidewalk. Dan states that he thinks that it should wait until the bathroom project is done. There are other areas at the patio that also need work.
- **Motion by Dan Riggs to take no action to the letter, seconded by Bobbie Wosika, passed.**

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

- Reid was absent.
- Discussion on increasing the water and sewer rates for 2025. Last year the water increased 8 percent with a rate of \$40.13. Sewer has not increased since 2021 and has a rate of \$31.85. Brian asks Mike if he knows of anything that would help the city know where they should be number wise. Mike states

- that there are forms that Minnesota Rural Water has that could help. Zach Thoma states that he can put something together for the council and have it ready for them at the December 4th work session.
- **Motion by Billy Krotzer to table increasing the water and sewer rates until the December 4th work session, seconded by Dale Nelson, passed.**
 - Discussion on the contract that the city has with Advanced Utility Solutions. The changes would be that Mike would work as the operator and that he would not be teaching Reid anymore as Reid is not comfortable with taking over. The contract amount the city is currently in would increase to \$3,500.00 a month. Further discussion on the percentages of Reid's wages to be changed due to 60 percent of his wages coming from water and sewer. Mike's responsibilities will be the wastewater treatment facility, the wastewater collection system, the water treatment facility, and the water distribution facility. The emergency calls price has changed to \$95.00 an hour.
 - **Motion by Brian Hitchcock to approve a new contract with Advanced Utility Solutions LLC as an operations contract as stated and not a training contract starting November 15th, 2024, seconded by Dan Riggs, passed.**

East Hubbard County Fire District –Dan Riggs/Bobbie Wosika

- Report on October minutes.
- Discussion on Nevis looking at the mutual aid agreement between EHCDF and Nevis Fire Department. Dan went to the Nevis council meeting and stated that they will be getting back to him.

Old Business

- Chuck states that on the 15th of October, the committee met with Emcon. They looked at the cost and got a better idea of what they are looking to build. They are not sure about the pricing because the drawings that they looked at were old. They are still looking to build in April.
- Zach Thoma discusses the final pay off application for the trailhead project. LinnCo came in to fix the issues that the parking lot had. It is better than it was. Now that is done, the city should pay this final application off. The amount due is \$18,134.80. Zach discusses adding liquidated damages due to it not being finished when it was supposed to be. Kristi would like to entertain 50/50. She suggests that it is because of the money that the city lost due to the electrical not working right. The city paid to have an electrician come in and install the right electrical. The council came to an agreement of eight days of liquidated damages in the amount of \$7,200.00.
- **Motion by Brian Hitchcock to pay LinnCo in the amount of \$10,934.80 after the liquidated damages in the amount of \$7,200.00, seconded by Billy Krotzer, passed.**
- Zach discusses the Small Cities Grant. He states that the city can apply for it. The amount could be up to \$600,000.00 and it would have to be used for public infrastructure projects. If awarded, it could go towards fixing the irrigator or sewer pond repairs. The preliminary application is due on November 27th, 2024. The preliminary application would state what the project would be and how much it would cost. They will come back around January to notify if they want the city to put in a full application. After the full application is submitted if chosen, the grant would be awarded in October. Zach states it would not hurt to submit the preliminary application.
- **Motion by Billy Krotzer to approve Zach Thoma to look into submitting the Small Cities Development Program (SCDP) 2025 preliminary proposal, seconded by Dan Riggs, passed.**

New Business

- Dan states that the Akeley Ice Racers need their annual letter of support from the city.
- **Motion by Billy Krotzer to approve a letter of support for the Akeley Ice Racers, seconded by Bobbie Wosika, passed. Dan Riggs abstained.**
- Discussion on Billy Krotzer wanting to split his land. Billy states that he only has one water line going in on the property now. If the property was split, it would entail needing a second service line. Mike shows the council where he would suggest the water line be placed. The lots would be 66 feet wide

and 87 feet long. It would cost the city \$1,500.00 roughly for the work on the city's end to connect the second service line.

- **Motion by Dan Riggs to approve Billy Krotzer's land to be split evenly from North to South on 315 Marie Ave, parcel number 29.37.24200. Billy will also have to pay for the title company's new property description and the cost of hooking the water up, seconded by Bobbie Wosika, passed. Billy Krotzer abstained.**
- Bobbie states that it was brought to her attention that Paisley Dennis has a piano and she was wondering if the city was interested in it for use at Paul's Patio. The council does not think that it would do well outside due to the weather.
- **Motion by Bobbie Wosika to take no action, seconded by Billy Krotzer, passed.**

Public Forum

Motion by Dan Riggs to adjourn the meeting at 8:03pm, seconded by Billy Krotzer, passed.

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

**AKELEY CITY COUNCIL
WORK SESSION
DECEMBER 4TH, 2024 @ 6:00 PM**

The Akeley City Council met in a Work Session Wednesday, December 4th, 2024. Acting Mayor Dan Riggs called the meeting to order at 6:00pm.

Council Members Present: Dan Riggs, Bobbie Wosika, and Dale Nelson
Council Members Absent: Brian Hitchcock and Billy Krotzer
Employees Present: Kristi Kath

Discussion with regards to the General Fund budget for the 2025 Levy, Water and Sewer rate increases, and a new motor at the water plant with the following highlights:

- Kristi states there are some things that have changed since the last budget meeting. For preliminary budget, the health insurance budget was \$12,480. She says that she has the real numbers for next year and it is \$11,210. That is a \$1,270 decrease for Administration, Police, and HSR, which is a total of \$3,810.
- Kristi discusses the overages in the budget under general government buildings for repairs and maintenance contractual buildings. She suggested at the last work session that the budget be raised for this line item, but the council did not want to change it. The overages are because of lights that needed to be replaced and spraying the building for asian beetles and boxelder bugs.
- Kristi states that the general liability could be decreased. The total came out to \$4,200. She budgeted \$4,680. The council would like her to leave it.
- The fire contract came in at \$19,859.57. The last work session it was increased to \$22,000 but it can be decreased by \$2,140.
- Kristi states with all those deductions, the city's levy decreased from 2.963% to .649% if the council doesn't make any changes.
- Kristi discusses the percentage changes for Reid's wages now that he will not be doing as much for water and sewer due to the new contract that was signed with Advanced Utility Solutions. Instead of water and sewer paying sixty percent of Reid's wages, she changed it to thirty eight percent and also eliminated casual hours. If the council agrees with this percentage change that would still put the levy at a decrease making the levy percentage 2.755%. The council agrees to the percentage changes. It would help with water and sewer also. As of right now water and sewer is paying approximately \$44,000 in wages. With the percentage changes, that amount decreased to approximately \$28,000.
- Discussion on Water and Sewer rate increases. There is a repair that has come up that needs to be repaired and it is going to be costly. Chemicals and other supplies have gone up and managing the system is all around more expensive. Council would like to see the sewer rate increased by seven percent and the water rate increased by nine percent. The total increase would be \$5.84 a month for the basic residential accounts.
- Discussion on the replacement of the motor and pump at the water plant. The council agrees that the city should order new instead of fixing the old ones. Kristi states that she needs the council to make a motion to allow Mike to order the new parts.
- **Motion by Dan Riggs to approve Mike Hubner to order a new motor for the water plant and to find out how much the pipe being replaced will cost, seconded by Dale Nelson, passed.**

Motion by Bobbie Wosika to adjourn at 6:47pm, seconded by Dale Nelson, passed.

Respectfully Submitted By;
Michaella Dunham
Deputy Clerk

MINUTES OF THE AKELEY CITY COUNCIL REGULAR MEETING HELD AT AKELEY CITY HALL 6:00PM, DECEMBER 11TH, 2024

The Akeley City Council met in a regular meeting Wednesday, December 11th, 2024. Mayor Brian Hitchcock called the meeting to order at 6:00pm.

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

Council members absent: Dale Nelson and Billy Krotzer

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

Consent Agenda:

- Minutes from November 13th, 2024, Regular Meeting
- Minutes from December 4th, 2024, Work Session
- Treasurer's Report for November
- Total disbursements including all automatic payments equaling \$101,951.78. Check numbers #22645 - #22714. Voided check #22671 due to a payroll error. Total receipts including all automatic deposits equaling \$102,762.99.
- Administration Finance Report for November
- November Permits Issued – 0
- **Motion by Bobbie Wosika to approve the consent agenda adding City Hall being closed on the 26th of December and Christmas streetlights under City Hall, seconded by Dan Riggs, passed.**

City Hall – Kristi Kath

- Discussion on ordinance 101 amendment 1-2024. It is for the increase in water and sewer rates as well as new rates for the 2026 campground season.
- **Motion by Dan Riggs to approve ordinance 101 amendment 1-2024, seconded by Bobbie Wosika.**
- Resolution 24-2024 is a resolution for authorizing summary publication of the following amendments to ordinance 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 24-2024, seconded by Bobbie Wosika, passed.**
- Ordinance 102-2004, amendment 12/11/2024, is an ordinance that will increase the wages received by the City of Akeley council members.
- **Motion by Bobbie Wosika to approve Ordinance 102-2004 as ammended, seconded by Dan Riggs, passed.**
- Resolution 25-2024 is a resolution to approve the 2024 tax levy, collectible in 2025. There is a difference of \$6,738.17 which would be a 2.755% change.
- **Motion by Bobbie Wosika to approve resolution 25-2024, seconded by Brian Hitchcock, passed.**
- Discussion on setting an end of year meeting.
- **Motion by Bobbie Wosika to set the end of year meeting for December 30th, 2024, at 6:00pm, seconded by Dan Riggs, passed.**
- Discussion on the notice of the Hubbard County public hearing regarding Fred Mcgregor's Tree Patch. Krisit states that she would like to attend the hearing and voice the concerns that the city had with the people that stayed at his campground. The council agrees that Kristi should attend and voice the concerns.
- Bobbie asks the council what they think about closing the day after Christmas.
- **Motion by Dan Riggs to approve City Hall being closed on December 26th, 2024, seconded by Bobbie Wosika, passed.**

- Discussion on the Christmas lights going through town. They were not able to be put up due to a missing bracket that was taken when the old streetlights were taken out. It will cost the city \$946.00 to get new brackets for the new light poles.
- **Motion by Brian Hitchcock to approve up to \$1,000.00 for the purchase of new face plate kits with the funds coming from parks, seconded by Dan Riggs, passed.**

Police Department – Jimmy Hansen

- Jimmy states everything is going well. There is a blood drive coming to Akeley December 30th, 2024, from 2:45pm-6:00pm at Dollar General.
- Jimmy also states that he has been working on people getting their cars off the road for snow removal.

Liquor Store - Lacey Hitchcock

- Lacey was absent.

Parks - Billy Krotzer

- Discussion on the Knapper contract. They are not abiding with the rules.
- **Motion by Bobbie Wosika to not have a contract with the Knapper’s for their campground site, seconded by Dan Riggs, passed.**
- The Knapper contract will no longer be, and the site will be considered as a seasonal. The Knapper’s will have to follow the same rules as the rest of the seasonals or else they will no longer be able to camp at that site.

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

- Reid was absent.
- Brian states that he received a call from Mike discussing that they have not gotten the pump tore apart yet at the water plant and that the final cost of all repairs will be around \$20,000.00.

East Hubbard County Fire District –Dan Riggs/Bobbie Wosika

- Report on November minutes.
- Billy will be attending the chiefs meeting on the 30th to discuss mutual aid issue.

Old Business

- Chuck was absent because he had a Lion’s Club meeting. Bobbie states that Emcon is doing the drawings.
- Kristi states that Zach discussed the liquidated damages for LinnCo with the trail head parking lot. Zach went to Mike at LinnCo with the council’s decision and that the argument is that the city did not lose money due to the delay in completion and that there is nothing in writing that states anything about when the completion date for the project would be. It would cost the city money to fight this situation and would most likely be in the city’s best interest to just pay the full amount of the work order. The full amount of the invoice is \$18,134.80.
- **Motion by Dan Riggs to rescind last months motion regarding the liquidated damages to LinnCo, seconded by Bobbie Wosika, passed.**
- **Motion by Dan Riggs to approve paying the full amount of \$18,134.80 to LinnCo for the trail head parking lot, seconded by Bobbie Wosika, passed.**

New Business

- Kenny Holm was there to give updates from the ARCC.

Public Forum

Motion by Dan Riggs to adjourn the meeting at 6:47pm, seconded by Bobbie Wosika, passed.

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

**MINUTES OF THE AKELEY CITY COUNCIL
SPECIAL MEETING
HELD AT AKELEY CITY HALL 5:30PM, DECEMBER 19TH, 2024**

The Akeley City Council met in a Special Meeting December 19th, 2024. Mayor Brian Hitchcock called the meeting to order at 5:30pm.

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

Council members absent: Billy Krotzer and Dale Nelson

The reason for the special meeting was to discuss the repair and replacement costs of the high service pump and motor at the water plant and the funding options.

- Discussion on the costs of the repair at the water plant. Originally to pull the pump, it was estimated to cost \$3,500.00. When they arrived and started working on the pump it was clear that it was going to cost more. It shows it costing \$8,000.00 now. The entire estimate from Thein Well is estimated at \$20,500.00. Brian states that the council could decide where the funds will come from at the end of year meeting.
- **Motion by Dan Riggs to approve work from Thein Well and for the amount not to exceed \$25,000.00, seconded by Bobbie Wosika, passed.**
- **Motion by Brian Hitchcock to table the funding options until the end of year meeting, seconded by Bobbie Wosika, passed.**

Motion by Dan Riggs to adjourn at 5:38pm, seconded by Bobbie Wosika, passed.

Respectfully submitted by:
Michaela Dunham
Deputy Clerk

**MINUTES OF THE AKELEY CITY COUNCIL
SPECIAL MEETING
HELD AT AKELEY CITY HALL 6:00PM, DECEMBER 30TH, 2024**

The Akeley City Council met in a Special Meeting December 30th, 2024. Mayor Brian Hitchcock called the meeting to order at 6:00pm.

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

Council members absent: Billy Krotzer

The reason for the special meeting was to discuss the fund balance, end of year financials, funding options for the repair and replacement of the high service pump and motor at the water plant, and end of year transfers

- Kristi discusses the end of year fund balance. There should not be any major changes due to most of all deposits are in for the month of December. The fund balance is based off the disbursements from 2023. Kristi states that none of the fund balances went backwards.
- Discussion on the end of year financials for the general fund. The council asks why administration was over budget by \$9,345.75. Kristi states that there were repairs that came up and other line items that were unexpected. The police department had an excess of \$15,343.14. The maintenance department had an excess of \$33,655.21. Out of the \$30,000.00 road and maintenance budget, only \$9,530.08 was used. Kristi purposes that \$20,469.92 goes into the roads investment account and that \$13,185.29 goes into maintenance vehicles savings account.
- Discussion on the end of year financials for the liquor store. The profit made for the liquor store is \$31,373.93.
- Discussion on the end of year financials for water and sewer. Water profit is sitting in the negative at \$1,592.56. Sewer profit is also sitting in the negative at \$2,131.47.
- Discussion on the end of year financials for the park. The park profit is \$20,434.11.
- Discussion on the funding options for the repair and replacement costs of the high service pump and motor at the water plant. There is still not a definite total on how much it is going to cost.
- Resolution 26-2024 is a resolution of the Akeley city council transferring funds to investment accounts. \$13,185.29 will be transferred to maintenance vehicles, account number 3669200.
- **Motion by Bobbie Wosika to approve resolution 26-2024, seconded by Dale Nelson, passed.**
- Resolution 27-2024 is a resolution of the Akeley city council transferring funds to investment accounts. \$20,469.92 will be transferred to capital improvements, account number 2731364 for roads.
- **Motion by Dan Riggs to approve resolution 27-2024, seconded by Bobbie Wosika, passed.**
- Resolution 28-2024 is a resolution of the Akeley city council transferring funds to investment accounts. \$15,343.14 will be transferred to the police car account, account number 2731059.
- **Motion by Bobbie Wosika to approve resolution 28-2024, seconded by Dan Riggs, passed.**

- Resolution 29-2024 is a resolution of the Akeley city council transferring funds received from state aid for roads to an investment account. \$13,159.00 will be transferred to a capital improvement account, account number 2731364.
- **Motion by Dan Riggs to approve resolution 29-2024, seconded by Dale Nelson, passed.**
- Resolution 30-2024 is a resolution of the Akeley city council transferring funds from the park enterprise fund in the amount of \$12,500.00 and re designating those funds to the general fund per 2024 budget.
- **Motion by Bobbie Wosika to approve resolution 30-2024, seconded by Brian Hitchcock, passed.**
- Resolution 31-2024 is a resolution of the Akeley city council transferring funds from the municipal liquor store enterprise fund in the amount of \$12,500.00 and re designating those funds to the general fund per 2024 budget.
- **Motion by Dan Riggs to approve resolution 31-2024, seconded by Bobbie Wosika, passed.**

Motion by Bobbie Wosika to adjourn at 6:23pm, seconded by Dale Nelson, passed.

Respectfully submitted by:
Michaela Dunham
Deputy Clerk