

Whalan City Council
Regular Meeting
Saturday, April 18th, 2020
Meeting held via Zoom and Recorded

Present: Marlys Tuftin, Tanya Cook, Kim Berekvam, Owen Lewis, and Thore Johnson

Absent: None

Visitors: Dave Ruberg, Ben Ruberg, Diane Snyder, and Barb Jeffers

Regular Meeting:

Mayor Tuftin called the Regular Meeting to order at 10:04 a.m.

- A. Agenda:** Member Cook motioned to approve the agenda as submitted with the addition of DNR Maintenance Agreement. Member Johnson seconded the motion. Vote was done by roll-call, all in favor. Motion carried.
- B. Approval of Minutes:**
 - 1. Clerk/Treasurer Peterson read the minutes of the Regular Meeting, February 15th, 2020: Member Berekvam motioned to approve the minutes as submitted. Member Cook seconded the motion. Vote was done by roll-call, all in favor. Motion carried.
 - 2. Clerk/Treasurer Peterson read the minutes of the Special Meeting, February 27th, 2020: Member Lewis motioned to approve the minutes as submitted. Member Johnson seconded the vote. Vote was done by roll-call, all in favor. Motion carried.
- C. Treasurers Report:** The Stand Still Parade and Plaza Fund accounts will be removed from the treasurer's report as they are not City funds. Council would like to see fund balances for the Ballpark Fund and the Electric fund, and Beautification fund. Electric fund will begin with a \$0 cash balance as of January 1, 2020. All donations will be reviewed by the Council by resolution in the future. Peterson will provide a sample resolution for the May meeting. Payroll hours for April will need to be submitted the first part of May. Member Cook motioned to approve the treasurer's report. Member Lewis seconded the motion. Vote was done by roll-call, all in favor. Motion carried.
- D. Continued Business:**
 - 1. **Cost of Service Study:** Peterson noted the recommendation to leave current base rates, however increase the usage charges. The Study will be reviewed by the Council at the May meeting.
- E. New Business:**
 - 1. **Resolution 2020-1, Authorizing Signature Authority for City Accounts:** Member Lewis motioned to approve the resolution as submitted. Member Berekvam seconded the motion. Vote was done by roll-call, all in favor. Motion carried.
 - 2. **Resolution 2020-2, Establishing Mileage Reimbursement Rate:** Member Cook motioned to approve the resolution as submitted. Member Lewis seconded the motion. Vote was done by roll-call, all in favor. Motion carried.
 - 3. **Contract with City of Lanesboro discussion:** Discussion was had regarding the possibility of contracting through the City of Lanesboro for the Clerk/Treasurer duties. This would allow for

an official office space for the City of Whalan. Member Cook motioned to approve the contract as presented. Member Berekvam seconded the motion. Vote was done by roll-call, all in favor. Motion carried. Peterson will forward proposed contract to the Lanesboro City Council on May 4th, and follow up with the Whalan City Council on May 11th.

4. **Credit Card Policy:** Discussion tabled until the May meeting.
5. **COVID19 Update and Response:** Council discussed having the May meeting using Zoom again, and then reevaluate. Member Berekvam motioned to extend the cold weather rule and wave late fees for electric customers until further notice. Member Johnson seconded the motion. Vote was done by roll-call vote, all in favor. Motion carried. Members also discussed public bathrooms, noting that the two along the river are currently open. The DNR has also requested bids for porta-potties, more information will be shared as it becomes available.
6. **City issued Licenses:** City issued licenses for: Treasures on the Trail, Steve and Diane Snyder, Doc's Autobody, The Pie Shop, Bluffview Guest House, Cyclin Inn, Cyclin-up Inn, and Cedar Valley Resort; will be reviewed at the May City Council meeting.
7. **City Rounds – establish date:** Members will conduct individual inspections and report back at the May meeting.
8. **Payroll – Hours submitted:** No additional hours were submitted.
9. **Zoning Board Discussion:** Clerk/Treasurer Peterson will review the current ordinances and the Minnesota Basic Code and report back at the May meeting.
10. **Council Meeting Date and Time:** Member Berekvam motioned to schedule future Regular Meetings for the second Monday of each month at 5 p.m. Member Cook seconded the motion. Vote was done by roll-call, all in favor. Motion carried.
11. **DNR Trail Maintenance Agreement:** The proposed agreement allows for payment of \$500 annually for upkeep and maintenance along the trail. Member Berekvam motioned to approve the agreement with the amendment of the removal of duties related to a boat ramp area. Member Lewis seconded the motion. Vote was done by roll-call, all in favor. Motion carried.

F. Miscellaneous:

1. **Non-Compliant Properties:** Discussion was had regarding properties not in compliance with the City Code of Ordinance. Peterson will review the current ordinances, and draft a sample letter that will be sent to non-compliant properties.

Next Meeting: Monday, May 11th, 2020 at 5:00 p.m.

ADJOURN: Member Johnson moved to adjourn at 11:40 a.m. Motion seconded by Member Lewis. Motion Carried all in favor.

Respectfully Submitted,

Michele Peterson
City Clerk/Treasurer