

**CITY OF PARK RAPIDS
CITY COUNCIL MEETING
DECEMBER 8, 2020, 6:00 PM
Park Rapids City Hall Council Chambers
Park Rapids, Minnesota**

1. CALL TO ORDER: The December 8th, 2020, Regular Meeting of the Park Rapids City Council was called to order at 6:00 p.m. by Mayor Ryan Leckner, and the Pledge of Allegiance was recited.

2. ROLL CALL: Present: Mayor Ryan Leckner, Councilmembers Tom Conway, Erika Randall, Liz Stone, and Robert Wills. Absent: None. Staff Present: Administrator Betty Thomsen, Treasurer Jeremy Jude, Fire Chief Terry Long, and Clerk Margie Vik. Via Zoom: Planner Andrew Mack, Police Chief Jeff Appel, and Public Works Superintendent Scott Burlingame. Others Present: Mary Thompson, Brad Bail, Cynthia Jones, Angel Weasner, Dick Bradow, Matt Zitzow, John DeCoster, and Robin Fish from the Enterprise.

3. APPROVAL OF AGENDA: A motion was made by Conway, seconded by Wills, and unanimously carried to approve the agenda with the following changes:

To the CONSENT AGENDA:

- 7.24. Revised Resolution
- 7.25. Revised Resolution
- 7.26. Addition: Approve the Addition of Accounts Payable Clerk (Full Time) to the Pay Scale for Non-Union Employees and Change the Verbiage of "Year" to "Step".
- 7.27. Addition: Resolution Approving Wage Increase for Full Time Accounts Payable Clerk Dawn Rouse for the City of Park Rapids.
- 7.28. Addition: Resolution Appointing Sarah Gwiazdon as the Full Time Accounting/Administrative Assistant for the City of Park Rapids.
- 7.29. Addition: Resolution Approving the Decertification of Tax Increment Financing District No. 8 of the City of Park Rapids.

To GENERAL BUSINESS:

- 9.1. Additional Information Regarding Appointment of City Administrator
- 9.2. Additional Information Regarding Hazard Pay for Rapids Spirits Employees.

4. TRUTH IN TAXATION PUBLIC MEETING AT 6:00 PM:

A motion was made by Conway, seconded by Stone, and unanimously carried to open the public meeting at 6:05 p.m.

4.1. Truth in Taxation Public Meeting:

A. Presentation of Budget and Property Tax Levies: Treasurer Jeremy Jude stated this is the 2020 Truth in Taxation Meeting. This meeting is required by Minnesota State Statutes. The budget process is multi-step. There is a meeting in September where the initial levy is established. From that point we have multiple meetings with department heads and the Finance Committee to try and whittle the budget down and try to get it as accurate as possible to reduce the levy as much as we can to have the minimal effect on taxpayers. This year some of the highlights are salaries and related labor benefits are calculated at 3%, that includes the 2.5% contractual increase, plus the 22 cents, plus the other percentage is used to pick up any increases or variations during the year that you can't anticipate or budget for. The property and vehicle insurance is based off of the League of Minnesota Cities estimated percentage for 2021, which was 2-3% for vehicles. The one exception to that was the workmen's comp increase this year, 4% across the board, and 35% for police. That is mostly due to claims and an increased experience rating. Once this is all done, the budget is reported to the state.

Jude stated after whittling down all of the expenses and going through all of our obligations for the year, we did decrease the general fund levy by .27%, or \$5,657.00. The bond debt service did increase 1.78%, or \$12,862.00. The city is committed to those payments over a period of years, so there is not much that we can do about that. When you factor those two into it, the total levy increase is .26%. That takes into account the \$100,000.00 the city is going to run a deficit budget this year due to gains in the prior year. The increase is \$7,205.00. As it compares to 2020, the levy increased by 5.4% for the general fund and 1.5% for the bond fund, so the total levy increase for 2020 was 4.2%. The Finance Committee did a good job this year trying to eliminate anything that could be considered extra or non-essential going into next year.

Randall questioned is this .26% number even lower than you presented at the workshop. Jude answered yes. We went back and double checked. There was one item on the general fund budget that didn't get carried onto the worksheet that night. It was the delinquent taxes for \$36,000.00. We figured that would continue into 2021. That's the reduction that you are seeing. Randall stated a decrease is great.

Jude stated the city's obligations aren't changing from 2020 to 2021. There have been no new capital projects or issued bonds for 2021. This is the same as you saw last year.

Jude stated city property is evaluated by a license assessor and is handled through the county. The city doesn't have any direct involvement in assessing people's property values. The levy is entered into a data base by the county auditor to calculate values based on rates, which are then applied as property taxes.

Jude stated regarding the general fund revenues, the property tax levy went down 1% this year as a total of the revenue. Local Government Aid (LGA) increased almost \$37,000.00 for 2021, for a total of \$590,141.00. LGA has been trending upwards recently, but we have a long way to go to get back up to the high of \$688,836.00 that we received in 2002. These numbers are subject to change in future years. I don't know if you want to bank on that going forward considering the conditions that we are in now.

Jude stated the general fund expenditures are broken out by departments. Of the \$3.5 million budget, the majority of it at 50% goes to public safety. The other departments include general government, public works, culture, and community development. The police department makes up the largest portion of the public safety budget, followed by fire, building, rental, and plumbing inspections. The public works department is 18% of the total general fund budget. Streets and highways make up the majority of that at 72%. Street lighting is 15%. Ice and snow removal are at 11%, and sidewalks and crosswalks are at 2%. Those figures were based on 2020's numbers. The cultural budget includes the parks and library system, which is about 7% of the general fund budget. There was an increase from 2020 to 2021 for the parks, which increased \$7,800.00, mostly due to an increase in insurance and labor costs related to the city's parks system. The community development expenditures have stayed pretty consistent. It's 2% of the \$3.5 million city budget. It includes natural resources for tree planting. Economic development is the city's contribution to the Heartland Lakes Economic Development Commission. This amount was increased by 20% in 2019, but will stay the same for the 2020 and 2021 budget cycles. The general government expenditures include administration at 42%, planning/zoning at 18%, attorney at 10%, general government buildings at 8%, unallocated expenses at 8%, Council at 4%, transit at 3%, and contractual services at 2%.

Jude stated the entire general government funds increased by \$6,400.00. Planning and zoning went down. Contractual services are our auditing firm. Transit is for the Heartland Express. We budget monthly to keep the service running in the city, and we set aside \$3,000.00 a year for a new bus. All of this information will be hosted on the city's website, after Council approval.

B. Public Comments: Leckner requested public comments. There were none. Randall stated I would note a job well done by Jude. A lot of time and effort went into this. I think this is the reason that we have to have a workshop before this approval tonight. The number actually went down. Thank you for the additional work that was put in since our last meeting. That was important. It was a pleasant surprise. Conway stated having the workshop makes this easier. Leckner stated we will keep that in mind for the future.

A motion was made by Stone, seconded by Wills, and unanimously carried to close the public meeting at 6:18 p.m.

4.2. Final Levy and Final General Budget:

A. Resolution Adopting Final General Fund Budget for the Year 2021 for the City of Park Rapids: A motion was made by Randall, seconded by Stone, and unanimously carried to approve Resolution #2020-185 Adopting Final General Fund Budget for the Year 2021 for the City of Park Rapids.

B. Resolution Adopting the Final Property Tax Levy for Tax Year 2021 for the City of Park Rapids: A motion was made by Stone, seconded by Wills, and unanimously carried to approve Resolution #2020-186 Adopting the Final Property Tax Levy for Tax Year 2021 for the City of Park Rapids.

5. APPROVAL OF MINUTES:

5.1. City Council Workshop Minutes- November 24, 2020: A motion was made by Randall, seconded by Conway, and unanimously carried to approve the November 24th, 2020, City Council Workshop minutes as presented.

5.2. City Council Regular Meeting Minutes-November 24, 2020: A motion was made by Wills, seconded by Stone, and unanimously carried to approve the November 24th, 2020, City Council Regular Meeting minutes as presented.

6. FINANCE:

6.1. Payables & Prepaids: A motion was made by Randall, seconded by Stone, and unanimously carried to approve the payables in the amount of \$404,645.03, and the prepaids in the amount of \$108,691.69, for a total of \$513,336.72.

7. CONSENT AGENDA: Thomsen removed Item #7.12. and #7.19. from the consent agenda. A motion was made by Stone, seconded by Randall, and unanimously carried to approve the following consent agenda items:

- 7.1. Approve Purchase in the Amount of \$1,838.42 from Minnesota Pump Works for an Impellor and Wear Plate for Lift Pump #2 for the Public Works Sewer Department.
- 7.2. Authorize the Renewal of the League of Minnesota Cities Insurance Trust (LMCIT) Property & Casualty Insurance Coverage, and to Select the DOES NOT WAIVE the Monetary Limits on Municipal Tort Liability as Established by Minnesota Statutes 466.04.
- 7.3. Approve the Transfers and Designations for the Year Ending 2020, as Listed in Attached Documentation.
- 7.4. Resolution #2020-187 Re-Appointing Larry Novak to Serve on the Parks & Beautification Board for the City of Park Rapids.
- 7.5. Resolution #2020-188 Re-Appointing Sue Cutler to Serve on the Parks & Beautification Board for the City of Park Rapids.

- 7.6. **Resolution #2020-189 Approve Minnesota Lawful Gambling LG220 Application for Exempt Permit for the Park Rapids Wrestling Club Inc.**
- 7.7. **Resolution #2020-190 Authorizing the Termination of Part Time Rapids Spirits Employee Susan Homer.**
- 7.8. **Resolution #2020-191 Authorizing the Disposal of Forfeited Vehicles for the City of Park Rapids.**
- 7.9. **Approve Purchase in the Amount of \$5,676.00 from Tiffin Metal Products for Evidence Lockers for the Park Rapids Police Department, Using a Walmart Community Grant in the Amount of \$2,000.00, Bell Bank Donation for \$500.00, and \$3,176.00 from the Forfeiture Fund.**
- 7.10. **UTILITY BILLING: Approve Credit in the Amount of \$153.60 for the Sewer Portion of the 2019 Third Quarter Utility Billing for Shell Lodge c/o Richard Eberhart at 602 Main Avenue South, Account #0100000602005, PID #32.51.40800.**
- 7.11. **Resolution #2020-192 Accepting the Resignation of Park Rapids Parks and Beautification Board Member Liz Smith.**
- 7.12. *Removed from the consent agenda.*
- 7.13. **Resolution #2020-193 Approving Ordinance No. 611 Amending the City Code of Ordinances of the City of Park Rapids, Chapter 34 Finances, Section 34.01, Chapter 152 Rentals, Sections 152.001, 152.002, 152.057, 152.060, 152.061, 152.062, 152.063, and 152.070.**
- 7.14. ***Third and Final Reading:* Ordinance No. 611 Amending the City Code of Ordinances of the City of Park Rapids, Chapter 34 Finances, Section 34.01, Chapter 152 Rentals, Sections 152.001, 152.002, 152.057, 152.060, 152.061, 152.062, 152.063, and 152.070.**
- 7.15. ***First Reading:* Ordinance Amending the City of Park Rapids Code of Ordinances Chapter 36 Fee Schedule, Section 36.16 Rental Inspection Fees.**
- 7.16. **Approve Pay Request in the Amount of \$1,945.56 for Hoffman Electric for Professional Services for Various Projects in the City.**

- 7.17. Approve Pay Request in the Amount of \$8,652.88 for Apex Engineering Group for Professional Services for Various Projects in the City.**
- 7.18. Approve Pay Request in the Amount of \$198,157.50 for TKDA for Professional Services for the Airport Terminal Area Taxilanes Project.**
- 7.19. Removed from the consent agenda.*
- 7.20. Approve Pay Request in the Amount of \$102,410.00 for MN Mechanical Solutions for Professional Services Regarding the Well and Water Treatment Facility Improvement Project.**
- 7.21. Resolution #2020-194 Re-Appointing Robb Swanson to Serve on the Park Rapids Planning Commission.**
- 7.22. Approve Purchase in the Amount of \$35,860.00 of 2021 Ford F-450 Truck, with Donated Funds, and Accept the F-450 into the Fleet as a Replacement for 35-Year-Old Unit #5781, After Necessary Equipment is Transferred and it is Deemed Ready for Service for the Park Rapids Fire Department.**
- 7.23. Resolution #2020-195 Approving Wage Adjustment and Step Increase for Part Time Rapids Spirits Liquor Store Clerk Colleen Taylor.**
- 7.24. Resolution #2020-196 Certifying Delinquent Utility Bills to the Hubbard County Auditor Payable in the Year 2021.**
- 7.25. Resolution #2020-197 Re-Appointing Laurie Conzemius to Serve on the Park Rapids Library Board for the City of Park Rapids.**
- 7.26. Approve the Addition of Accounts Payable Clerk (Full Time) to the Pay Scale for Non-Union Employees and Change the Verbiage of “Year” to “Step”.**
- 7.27. Resolution #2020-198 Approving Wage Increase for Full Time Accounts Payable Clerk Dawn Rouse for the City of Park Rapids.**
- 7.28. Resolution #2020-199 Appointing Sarah Gwiazdon as the Full Time Accounting/Administrative Assistant for the City of Park Rapids.**

7.29. Resolution #2020-200 Approving the Decertification of Tax Increment Financing District No. 8 of the City of Park Rapids.

END OF CONSENT AGENDA

7.12. Approve Pay Request in the Amount of \$83,510.34 to WS iN-Depth Inspections LLC for the Contract Payments of all 2019 Outstanding Building, Plumbing, and Rental Inspection and Plan Review Fees: Thomsen stated I would like to ask the Council to authorize this payment upon receipt of all of the inspection reports which are part of the contract. Hopefully, we can get that accomplished and make that payment to WS iN-Depth Inspections by the end of the year. Randall questioned you want to move forward with an approval, but modify it? Leckner stated that will give Thomson a chance to look over the reports. If she doesn't get that, then she'll hold the payments. If she's not comfortable with it, she'll bring it back to the Council.

A motion was made by Randall, seconded by Conway, and unanimously carried to make the payment to WS iN-Depth Inspections LLC upon receipt of the necessary paperwork required by the contract.

7.19. Approve Contracts with Brad Bail d.b.a. WS iN-Depth LLC: Thomsen stated I'd like to bring these back to the City Council for approval on the first meeting in January because there are some discrepancies as to what is in our packet and to what the current contract says. I want to make sure that we get those changes all verified and clear for the Council before we enter into another contract.

A. Resolution Authorizing Proper City Officials to Execute the Service Contract for Building and Plumbing Official By and Between Brad Bail d.b.a. iN-Depth Inspection LLC and the City of Park Rapids: A motion was made by Conway, seconded by Randall, and unanimously carried to refer the contracts with Brad Bail d.b.a. iN-Depth Inspection LLC back to City Staff for review.

B. Resolution Authorizing Proper City Officials to Execute the Service Contract for Rental Housing Inspector By and Between Brad Bail d.b.a. iN-Depth Inspection LLC and the City of Park Rapids: A motion was made by Conway, seconded by Randall, and unanimously carried to refer the contracts with Brad Bail d.b.a. iN-Depth Inspection LLC back to City Staff for review.

8. COMMENTS FROM CITIZENS: There were no comments.

9. GENERAL BUSINESS:

9.1. City Administrator Candidate Update: Tom Conway stated the Hiring Committee, which consisted of myself, Randall, and Thomsen, would like to make a recommendation to the City Council for the approval of the hiring of Angelica Weasner as

the next city administrator. Before we make that formal motion, I thought it would be good if she gave you a rundown of her background and to answer any questions that the Council might have. Randall stated the Council has received a copy of Weasner's information.

Angelica Weasner stated it's an honor to be selected to be here to meet you. I hope I make a good impression on you tonight. I look forward to being here and getting to know each and every person on the Council, and every committee that we have, and all of the citizens of the community. I have been working in public service now since 2001. Most of it I liked. I have moved around a little bit so I have come to know different areas of the Midwest, and I've gotten to know the different sized communities. I prefer smaller communities in Northern Minnesota. My husband and I are avid water sports enthusiasts and snowmobilers, so we like to be outside. I have two children. One is an adult, and one is a young child. We will have some family here and some in other places. I was born and raised in Central Wisconsin and went to the University of Wisconsin-Stout. My most recent position is the Finance Director of the City of Crookston for eight and a half years. For the last year I was also the interim City Administrator while they did a search. I got the added joy of a pandemic and all of the activity that went with that during my term. I feel I can do an outstanding job with this community and I would like to shine as much as I can. I will be giving a thirty-day notice to my current employer tomorrow because that is required as a director in their city. I will be here in mid-January, but I will be in communication on a regular basis, and I will do all of my studying and research and ask questions. I plan on jumping right in and helping out

Leckner thanked Weasner for coming tonight. **A motion was made by Conway, seconded by Randall, and unanimously carried to approve Resolution #2020-201 Appointing Angelica Weasner as the Full Time City Administrator for the City of Park Rapids, on the contingency of her passing a background check.**

Discussion: Randall stated Thomsen has agreed to stay on if that is something that we want until Weasner is here. Then we anticipate that they will work together on the transition. You'll have that support available. Thomsen stated I'm already preparing a report that lays out all of the city's contacts. Conway stated Thomsen will handle the appropriate paperwork for Weasner. The Council congratulated Weasner.

9.2. Hazard Pay for UFCW 1189 Rapids Spirits Employees: Thomsen stated the employees have been referring to this as hazard pay because of Covid-19, but that's not what it is. Jude stated the discussion was that at the time this was instituted in mid-summer there was a lot of hiring pressure with wages being higher at Walmart, and some of the other competitors. We thought that an additional \$2.00 per hour would make the initial hiring more competitive. They called it an MOU pay. We had a memorandum of understanding with the union, which was a close ended agreement to end on December 31st, 2020. We specifically tried to avoid any reference to this being a hazard pay because of the other unions within the city. It was specifically not a hazard pay. It was to try to get temporary and part time employees and to get their wages up to make our jobs competitive with the other employers in the city.

Randall stated that is how it was classified, and why we intended to go with the extra pay because we were struggling to get applicants when everybody else was hiring

too. Thomsen stated it ends December 31st of this year. The request from the union is that it continue. Leckner stated we were able to do that because we used COVID relief money to off set that. That is not currently in our 2021 budget. Randall stated we do not have any anticipated funds for this. Thomsen stated you did it for a specific reason, to attract more applicants. If you continue it, how do you defend it to the rest of the unions? Leckner stated at that time Walmart and the gas stations were doing that, but they are no longer offering the extra pay.

Randall stated I don't feel that we have enough information to continue it at this time. That's not to say that it can't be revisited if we run into hiring issues as a result of certain circumstances. For the first time in a long time, we have full time positions open, and those are sometimes more desirable than the part time positions. Unless they feel like it's warranted to bring it back to us, I don't feel like we have a basis to continue it at this time. We did not institute it as hazard pay. That is not why we did it.

A motion was made by Randall, seconded by Conway, and unanimously carried to continue under the current memorandum of understanding with the UFCW 1189 Rapids Spirits Employees, which states the additional increase in wages shall end on December 31st, 2020.

9.3. Resolution Authorizing Heartland Lakes Development Commission to Administer the Revolving Loan Fund for the City of Park Rapids:

Mary Thompson stated Heartland Lakes Development Commission (HLDC) had our meeting and we heard that there was potential of looking at how your revolving loan fund (RLF) was administered moving forward. My board has provided a proposal to do those services. From our expectation there are three components to the administration of the RLF. One is marketing, one is underwriting, and one is loan servicing. The marketing is clearly making sure that we understand that new and expanding businesses within the community have all the information about the loan fund that we are actively pursuing potential leads for making sure that the fund is fully utilized. Underwriting is the process of reviewing the loans for credit worthiness and making sure that they are fit into the policies and procedures that are established for the loan fund. The staff would provide a summary to the loan committee who would then make a recommendation to the EDA and the Council for the funding of the loan. The servicing is after the fact. Once the loan is closed, it is the monitoring of the payments, the insurance requirements, any UCC filings required. It's really the entire gamut of the entire loan administration.

Thompson stated our board felt very strongly that having a well utilized RLF is in the best interests of our organization as well as the city. For that reason, in addition the city is a partner to HLDC. We are proposing to do the services at no cost to the city. We think that it is in the best interests of the organization to make sure this is utilized and a very attractive benefit for the businesses in the community. Our proposal is that we will do these services for you and make sure that all of it is done appropriately, recognizing that you have right now two different loan pools within your fund, and making sure that you have all the documentation that you need.

Conway stated right now Headwaters Regional Development Commission (HRDC) in Bemidji oversees the RLF and then any loan applications go to a committee that is made up with part of our Finance Committee. They are the ones that finally say we are going to do this loan. Your offer is to do the administration. The approval of the loan will

still go to that committee. Thompson stated that is correct. It is appropriate that committee is still utilized. It contains Councilmembers and bankers, and they review the loans for credit worthiness, repay ability, and looking at the collateral. That group does make a recommendation. I'm not proposing changing that in any way. It's really the evaluation up to bringing it to the committee that would be done by our office. The committee would make the recommendation and we would come back in again to monitor the payments and making sure that all of the paperwork is in order after the fact.

Conway stated our belief is, one, it will be more convenience for our local businesses to have it here in town, and then two, both entities will have an interest in doing what's economically in the best interest of the community. Thompson stated yes, that's fair to say.

A motion was made by Conway, seconded by Wills, and unanimously carried to approve Resolution #2020-202 Authorizing Heartland Lakes Development Commission to Administer the Revolving Loan Fund for the City of Park Rapids, and to authorize city staff to terminate the contract with Headwaters Regional Development Commission, according to the terms of the contract.

9.4. Park Rapids Municipal Airport Action Items: Matt Zitzow, from TKDA, stated we are your current airport consultant, engineer, and planner. Thanks to all of you for your participation in the workshop earlier this evening. We talked about in great detail these two items that are on the agenda.

A. Resolution Adopting the Updated 2020 Airport Master Plan and the Airport Layout Plan for the Park Rapids Municipal Airport-Konshok Field in the City of Park Rapids: Zitzow stated this plan is a comprehensive airport planning document that evaluated short- and long-term airport development needs. The purpose of this tool is really to serve as a prioritization and guiding document to help with future decisions for your community. Some of you participated in some of the many meetings that we had. This process started in 2015. Tonight, we are culminating years old effort to update these two documents. The project is financially closed out, so tonight's Council action does not have any budgetary implications. Tonight, we are simply asking for the City Council to recognize the agency approved airport layout plan and master plan update, and formally adopt those documents as tools for planning.

A motion was made by Randall, seconded by Wills, and unanimously carried to approve Resolution #2020-203 Adopting the Updated 2020 Airport Master Plan and the Airport Layout Plan for the Park Rapids Municipal Airport-Konshok Field in the City of Park Rapids.

B. Resolution Ratifying Approval of the 2021 to 2042 Capital Improvement Plan for the Park Rapids Municipal Airport: Zitzow stated this is an acknowledgement of the annual update to the airport capital improvement program (CIP). The airport CIP is a document that is posted online by MN DOT-Aeronautics. It is a document to prioritize, plan, and program future projects at the airport. The CIP is updated annually, but can be updated upon request of the Council, the Airport Commission, or city staff on a more frequent basis. We are acknowledging tonight that the document before you is the current airport CIP for Park Rapids. It's important to understand that the CIP in

itself does not guarantee agencies funding from either the federal or the state level, nor does it obligate the city to allocate funds for future projects. It is simply a planning tool. Tonight, the Council action is to acknowledge the current annual update to the airport CIP and/or proposed amendments that TKDA could assist to implement online.

A motion was made by Randall, seconded by Wills, and unanimously carried to approve Resolution #2020-204 Ratifying Approval of the 2021 to 2042 Capital Improvement Plan for the Park Rapids Municipal Airport.

9.5. Approve Enterprise Fund Budgets-Revenues and Expenses: Airport 208, Water 601, Sewer 602, Liquor Store 609, Stormwater 651, Public Works/Safety Building Internal Service 703: Jude stated these are the enterprise budgets that were presented at your workshop, without any changes. **A motion was made by Randall, seconded by Stone, and unanimously carried to approve Enterprise Fund Budgets-Revenues and Expenses: Airport 208, Water 601, Sewer 602, Liquor Store 609, Stormwater 651, Public Works/Safety Building Internal Service 703.**

10. CITY ADMINISTRATOR COMMENTS: Thomsen stated this is probably the last meeting I will have with Zitzow and DeCoster. I would like to thank them for all that they have done for the city. I have enjoyed working with both of you. I trust that my replacement will enjoy the same experience.

11. DEPARTMENT HEAD UPDATES: There were no comments.

12. MINUTES/REPORTS/INFORMATION: There were no comments.

13. COMMENTS FROM COUNCIL: Stone welcomed Weasner, and thanked Jude for his work.

Randall also welcomed Weasner and congratulated her on being appointed as city administrator. She thanked Jude for his work on the budget, and the workshop. She thanked the department heads for really listening to our wishes this year and making it easy on the Finance Committee to whittle down the budget. We didn't have much to pick away at. We appreciate that they took that to heart, and for the changes that were made at the Finance Committee level that they were willing to take some things out of the budget. Seeing that number today shows that we really did try to recognize the economic times that we are in.

Wills thanked Jude and Thomsen for all of the work that they have done, and welcomed Weasner.

Conway congratulated Weasner and thanked Jude for all of the work that he has done on the budget. The mayor and I signed more checks for CARES funds. There were some more funds that were found. Mary Thompson stated as we were wrapping up the CARES funding, the county was looking at all of the sources that were there and we found another \$400,000.00. We were able to allocate to forty-eight businesses who will be

receiving a check, which they don't know about yet. The checks are to help with their losses from March to June. There will be forty-eight organizations who will get some additional resources from CARES Act funding. The total to businesses, non-profits, and places of worship was a little over \$1.8 million. I will plan on coming back in January and giving you the full rundown of all of the cities, townships, and counties that contributed, numbers of businesses, where they are located, etc. I will have more details in January.

Conway stated these are private entity businesses that did not receive all of their deficit on their original applications. With the second check, it may or may not cover the entire deficit. Thompson stated in the earlier rounds we had a maximum amount of funding that was eligible. Some businesses still had losses that exceeded that maximum amount. We went back and looked at those businesses that had losses over that maximum, and then provided another sum. Some of them still aren't going to get what loss that they had, but it's something, and it's right before the end of the year. We're hoping that it's really useful for our local businesses. Conway stated considering they didn't apply for it and they don't know it's coming, it should be nice for them. Randall stated the \$400,000.00 was divided amongst those forty-eight businesses. None of it went to the county or administrative fees. The entire amount went to those businesses.

Thompson stated our agency, Heartland Lakes, did take a small amount for doing the administration of it, but otherwise, the rest of it all went to the businesses. Leckner stated that money would have gone back to the state. Thompson stated the State of Minnesota actually moved up the deadline. The expenditures were allowable until the end of December. But the state said it all had to happen by December 1st. Any expenditures not made had to be sent back by December 11th. We were wrapping up and getting the final report ready and looking at all of the places where the money was and found a way to keep the money here locally. Leckner stated we found out about this money on Monday, and the checks will be mailed on Wednesday morning. That was pretty amazing and now it's going out to the local businesses.

Leckner welcomed Weasner and thanked Jude, Thomsen, and the staff for working on the budget.

14. ADJOURNMENT: A motion was made by Conway, seconded by Wills, and unanimously carried to adjourn the meeting at 6:50 p.m.

[seal]

Mayor Ryan Leckner

ATTEST:

Margie M. Vik
City Clerk