

Finlayson City Council - Regular Meeting  
Finlayson City Hall  
March 11, 2024 @ 6:30 pm

The regular city council meeting was called to order Monday, March 11, 2024 by Dave Auchter, Mayor at 6:30 PM followed by the Pledge of Allegiance.

**Council Members present:** Joe Okun, Barb Morgan, Kim Schaefer, Russell Lucht

**Council Members absent:** none

**Others present:** John Mikrot, Wyatt Lucht, Randy Millner, Bill Morgan, Don Roepke, Paul Peterson, Steve Hanna, Shelly Goodman, Brian Bollig, Nathan Feist

**2. Additions or Corrections:**

Add 4 B minutes Special Meeting Feb 10, 2024

Add 4 C minutes Emergency Meeting Mar 7, 2024

Move 4 B February bills to 4 D

Add 5 B Roepke to present for Wagner Township Fire Contract

Add 5 C Bollig Inc to present to become City Engineering firm

Add 5 D Randy Millner

Move Wyatt Lucht to 5 E

Move Planning and Zoning 5 F

Move Goodman to present 5 G and 5 H

Morgan wants to address:

Clerks attending meetings

Loss control workshop opportunities

Items that have been tabled

**3. Compliments and Complaints:**

Complaint of potential new construction on Macarthur that the Council is not aware of. Clerk and Maintenance to follow up.

**Public Comments:** none

**4. Approval of Minutes and February Financials:**

**A.** A motion was made by Okun to approve Feb 12 minutes. Second by Schaefer, all in favor. Motion carried.

**B.** A motion was made by Schaefer to approve Feb 10 minutes. Second by Morgan, all in favor. Motion carried.

**C.** A motion was made by Morgan to approve Mar 7 minutes. Second by Okun, all in favor. Motion carried.

**D.** A motion was made by Okun to approve Feb bills. Second by Schaefer, all in favor. Motion carried.

## 5. Reports:

- A. John Mikrot, Water/Sewer Operator:** The pump has been ordered through MN Pump no ETA on delivery. John stated he will be working on flushing hydrants in April. Will advise dates once available.
- B. Don Roepke, Wagner Township:** Would like fire contract numbers by July so they can get it in their budget. Council agreed that is not unreasonable and will do everything we can to accommodate request.
- C. Brian Bollig/Nathan Feist, Bollig Inc:** Presented their cost structure and how their firm can help a city such as ours to work on various projects and to assist in finding funding.
- D. Randy Millner, Public Works:** Truck is going through anti-freeze and bar is in need of all sinks needing the plumbing fixed. Ideas given to Randy by Okun and R Lucht and cost-effective measures to take care of issues.

### **E. Wyatt Lucht (Fire Chief) Fire Department:**

Reporting there were 10 calls this past month; 8 medicals and 2 fire. February had 56 resource hours. With the dry conditions NO burning permits issued at this time. Water heater is out at Fire Hall. The replacement cost falls into emergency spending limit so no motion needed. Will get replaced in near future. The internet is still an issue at the fire hall. A motion was made by Morgan to get fire hall their own internet so troubleshooting and fixes can be done more easily than being daisy chained with the liquor store. Second by Okun, all in favor. Motion carried. Fire Hall does have mandatory training that will benefit city employee requirements as well. Will continue conversation with City Hall when dates are available. Fire hose testing will be getting scheduled. Wyatt believes about 40 hours of work on it.

### **F. Zoning and Planning:**

No committee formed currently; Auchter has several candidates willing to step up. Planning and Zoning Ordinance 46 to be revised for to meet current needs. Motion by Okun to add "three alternates" to the ordinance. Second by Schaefer, all in favor. Motion carried. Goodman to have revised ordinance ready for signing and publishing. Auchter would like to see all meeting minutes on city website. Currently drop off after one year. Goodman to look into it.

### **G. Shelly Goodman, Interim Bar Manager:**

Bar has stabilized after the management structure change. For February bar shows a net loss of \$-1341.83. Beer, Food and Liquor has been kept at a sufficient level to operate. Team members at the bar are all stepping up to assist in this time of restructure and it is appreciated. With new manager hired and being onboarded on March 25 the bar should be back on track with an increase in profit. The new prep table ordered is not being used due to waiting for approval on fixes needed to accommodate the required electrical. A motion was made by Okun to approve



the electrical work at approximately \$900.00; exact amount previously given may change due to expiration of estimate. Second by Schaefer. Morgan opposed. Motion carried.

**H. Shelly Goodman, City Clerk:**

Mentioned rough draft new employee handbook and the need to get input for a document to go to council for adoption at the next meeting. Goodman stated communication needs to be better so no duplicate information gathering is taking place. When a council member or city hall employee is tasked with completing something it needs to stay that way rather than others stepping in and doing the same work that has already been completed. Frustrations are high in city hall with lack of action taken on many agenda items over the preceding months. Council has agreed to concentrate on resolving old agenda items before new (non-emergency) issues are added to agenda. A motion was made by Morgan to approve new bar manager to being accruing 2 weeks PTO upon starting. Second by Okun, all in favor. Motion carried.

**6. Old Business:**

**A: Crazy Mary's Wine and Beer license:** R Lucht motion to approve a \$300 wine license and a \$100 3:2 beer license both are needed to serve strong beer. Second by Morgan, all in favor. Motion carried.

**7. New Business:**

**A: City Wide Garage sales;** June 7 and 8 will be the weekend and Goodman will get the information out to residents.

**B: Adopting Job Descriptions;** A motion was made by Okun to approve the Bar Manager job description. Second by Schaefer, all in favor. Motion carried.

**C: Liquor Store goals and deliverables;** A motion made by Schaefer to set an expectation of a 10% net profit. Second by Auchter, all in favor. Motion carried.

**D: 2024 Council Actions Timetable;** Auchter brought forth a timetable of necessary actions needed by council throughout the year. Goodman agreed to use as a guide for keeping agendas at a necessary limit of action items.

**E: Select Engineer;** Motion by Okun to approve Bollig as City Engineer. Second by Schaefer, all in favor. Motion carried.

**F: Planning Commission Ordinance;** See Planning and Zoning report above.

**G: Standing Committee Reports;** Personnel Committee advised offer letter for new bar manager needs to be updated to reflect all necessary information to be included by law. Goodman to update and get the letter to candidate.

**H: Bar Manager Training process;** Goodman to onboard new manager and assist in training.

**I: Loss Inventory Workshops;** Morgan stated this is FYI. The League of MN Cities is offering Loss Control workshops if anyone is interested. No action necessary.

**I: Clerks Attending Meetings;** Morgan stated both Clerks are not necessary to every meeting. Goodman agreed and will only have both when necessary.

**J: Old Tabled Items;** Morgan stated too many issues are being pushed and is concerned they will get overlooked. See City Clerk report above. Okun mentioned some items can be done

in Special Meeting so appropriate time can be given to issues when necessary. Items that are tabled will be put on following months agenda – old business.

A motion was made by Schaefer to adjourn at 9:30 pm, second by Morgan, all in favor. Motion carried.

Shelly Goodman, City Clerk