



**Members present:** Mayor Dave Brown, Councilwoman Tena Williams, Councilwoman Debbie Manwaring, Councilwoman Marsha Martin, Councilwoman Denise Schroedl

**Staff present:** Christina Bartlett: Clerk/Treasurer

**Staff absent:** Randy Ball: Public Works

**Visitors:** Vicki Buchert, Terrance Stevenson: Merrick & Co., Michelle Bly: TD&H Engineering – phone

1. Call to order
  - Mayor Dave called the meeting to order at 5:00 p.m.
2. Pledge of Allegiance
  - Was said.
3. Approve minutes: September 4, 2024 meeting and September 10, 2024 special meeting
  - Councilwoman Williams made a motion to accept the minutes of the September 4, 2024 meeting and September 10, 2024 special meeting. Councilwoman Manwaring 2<sup>nd</sup>. Roll call vote: Councilwoman Williams – aye, Councilwoman Manwaring – aye, Councilwoman Martin – aye, Councilwoman Schroedl – aye. **Motion Carried.**
4. Financial Report
  - Councilwoman Williams made a motion to accept the financial report. Councilwoman Martin 2<sup>nd</sup>. Roll call vote: Councilwoman Williams – aye, Councilwoman Manwaring – aye, Councilwoman Martin – aye, Councilwoman Schroedl – aye. **Motion Carried.**
  - a. Pay bills
    - Councilwoman Manwaring made a motion to pay the bills. Councilwoman Schroedl 2<sup>nd</sup>. Roll call vote: Councilwoman Williams – aye, Councilwoman Manwaring – aye, Councilwoman Martin – aye, Councilwoman Schroedl – aye. **Motion Carried.**
5. **Visitors:**
  - None.
6. **Reports**
  - a. Clerk
    - Clerk Christina went over the Clerk report.
  - b. Public Works
    - Mayor Dave went over the Public Works report.
  - c. Mayor
    - Normal taking in water tests & deposits. The lack of public participation at the council meetings after they were changed to evenings. It has also been hard/impossible to have the financial reports ready for the meeting. It was discussed moving the meetings to the third Wednesday of the month at 9:15 a.m.
  - d. Council
    - Councilwoman Williams will talk to JW Ingraham, Elk River Fire Department, about a sealant that is due to be applied to the concrete at the Elk River Fire Hall.
    - Councilwoman Manwaring said that the camper in the right of way of Front Street is still there after over a month. She asked if it would be possible to have the burn pile open longer or cleanup week moved to a later date next year because leaves have not fallen off of the trees. It was discussed about reopening it later this fall again for just a weekend.
    - Councilwoman Martin asked about the possibility of reopening 4<sup>th</sup> street all the

way through to connect to Spruce Street next year. The Mayor will look at it.

- e. Fire Department
  - o Mayor Dave stated that due to Chief Anthony Yockey's job he has stepped down as Fire Chief. JW Ingraham is Fire Chief and Anthony Yockey will be Assistant Fire Chief.
- f. Clearwater Highway District
  - o None.
- g. Ambulance
  - o None.

### **Council Business Items**

#### 7. Wastewater Facilities Project update

- Terrance Stevenson reported that the project is going well. They are waiting on parts that will be coming over the next few weeks. They hope to be able to start up the lift station towards the end of October.
- Michelle Bly reported that at the IRWA Conference she had a conversation with USDA about the possible funding package from them for phase II of the sewer project. They are looking at maybe a loan of \$625,000 and a grant of \$1,875,000.
  - a. Approve final closeout report for Community Development Block Grant (CDBG) funds:
    - Councilwoman Williams made a motion to approve the final closeout report for Community Development Block Grant (CDBG) funds. Councilwoman Martin 2<sup>nd</sup>. Roll call vote: Councilwoman Williams – aye, Councilwoman Manwaring – aye, Councilwoman Martin – aye, Councilwoman Schroedl – aye. **Motion carried.**
  - b. Set Public Hearing date for 2<sup>nd</sup> Community Development Block Grant (CDBG) application
    - Councilwoman Williams made a motion to set the public hearing date for 2<sup>nd</sup> Community Development Block Grant (CDBG) application to November 7<sup>th</sup> at 9:15 a.m. Councilwoman Martin 2<sup>nd</sup>. Roll call vote: Councilwoman Williams – aye, Councilwoman Manwaring – aye, Councilwoman Martin – aye, Councilwoman Schroedl – aye. **Motion carried.**

#### 8. Approve PERSI enrollment for eligible employees –

- Councilwoman Williams made a motion to approve PERSI enrollment for eligible employees. Councilwoman Manwaring 2<sup>nd</sup>. Roll call vote: Councilwoman Williams – aye, Councilwoman Manwaring – aye, Councilwoman Martin – aye, Councilwoman Schroedl – aye. **Motion carried.**

#### 9. Review City Ordinance 102c: Zoning

- Council, Mayor and Clerk reviewed the last set of changes made and adjusted some more items.

#### 10. Clearwater County solid waste contract and update

- Mayor Dave reported that he has not heard back from the County Commissioners.

#### 11. Elk River communication issue possible update

- None.

❖ Meeting adjourned at 6:03 p.m.