



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

**Staff present:** Christina Bartlett: Clerk/Treasurer, Randy Ball: Public Works

**Visitors:** Terrance Stevenson: Merrick & Co., Michelle Bly: TD&H Engineering, JW Ingraham: Elk River Fire Chief, Shelley McLam

1. Call to order
  - Mayor Dave called the meeting to order at 9:15 a.m.
2. Pledge of Allegiance
  - Was said.
3. Approve minutes: November 7, 2024
  - Councilwoman Manwaring made a motion to accept the minutes of the November, 2024 meeting. Councilwoman Martin 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 Manwaring 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 Martin 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
    - Randy went over the Public Works report.
  - c. Mayor
    - Normal taking in water tests, deposits and parts runs. He went and saw the County Commissioners on Monday about the solid waste contract. The Clerk has tried 3 times in the past month to have the mayor put on the agenda regarding an update on the solid waste contract. The Commissioners told the Mayor it is with the County's legal department for review.
  - d. Council
    - Councilwoman Williams reported that she went to BEAD project dinner where there were lots of involved parties. There is a possibility of getting fiber internet in the next 5 years.
    - Councilwoman Williams reported that the ambulance, law enforcement and porta potty issues that Buddy, USFS, had concerns about for the Fun Runs have been addressed and there should not be an issue with anything now.
    - Debbie Manwaring reported that July 54, 2026 will be the 250 year anniversary of

the signing of the Declaration of Independence and there is a nationwide movement, America 250, to celebrate it. She brought it up to see if Elk River wanted to do something to celebrate it.

- e. Fire Department
  - o JW Ingraham said that the trucks are ready for winter. The Fire Department will be driving Santa around on Saturday.
- f. Clearwater Highway District
  - o Councilwoman Williams reported that the Forest Service will not allow the Clearwater Highway District to plow on their property. Commissioner Larry Schwartz has looked for recourse but could not find any. The Forest Service is worried about damage to their bridge.
- g. Ambulance
  - o None.

### **Council Business Items**

- 7. Elk River Community Park pavilion building permit fee exemption: Shelley McLam
    - Councilwoman Williams made a motion to exempt the Elk River Community Park pavilion building permit fee. Councilwoman Martin 2<sup>nd</sup>. Roll call vote: Councilwoman Williams – aye, Councilwoman Manwaring – aye, Councilwoman Martin – aye, Councilwoman Schroedl – aye. **Motion Carried.**
  - 8. Wastewater Facilities Project possible update
    - Phase I came in \$6,000 under budget. They need to figure out the auto-dialer for the system still. They are working through the closeout with DW Excavation. Starting to work on everything for Phase II. Will hear in February about addendum information for the Black Grant application and will know if awarded the first part of May. Department of Commerce has closed out Phase I of the Block Grant.
  - 9. Approve 2025 beer/liquor licenses for Tom’s Tavern, Log Inn and Elk River Lodge and General Store contingent on receiving their state and county licenses
    - Councilwoman Williams made a motion to approve 2025 beer/liquor licenses for Tom’s Tavern, Log Inn and Elk River Lodge and General Store contingent on receiving their state and county licenses. Councilwoman Martin 2<sup>nd</sup>. Roll call vote: Councilwoman Williams – aye, Councilwoman Manwaring – aye, Councilwoman Martin – aye, Councilwoman Schroedl – aye. **Motion Carried.**
  - 10. Syringa Club donation request
    - Councilwoman Williams made a motion to donate \$400 to the Syringa club. Councilwoman Manwaring 2<sup>nd</sup>. Roll call vote: Councilwoman Williams – aye, Councilwoman Manwaring – aye, Councilwoman Martin – aye, Councilwoman Schroedl – aye. **Motion Carried.**
  - 11. Residents solid waste fee possible update
    - See “Mayor’s report” above.
- ❖ Meeting adjourned at 10:02 a.m.