

The Greenbush City Council's regular meeting was held on March 15, 2021, at 5:30 pm. This meeting was conducted in person and via electronic methods due to the Governor's Emergency Declaration concerning the COVID Pandemic.

Council Present in Person: Eric Etherington, Shawn Walsh, Josh Kern

Council Present via Electronic Methods: Dennis Filer, Christine Foss

Others Present in Person: Dustin Fanfulik, Cari Burkel, Anita Locken

Other Present via Electronic Methods: Ryan Bergeron, Crystelle Phillip

FY 2020 Audit

City Auditor Crystelle Phillip with Hoffman, Phillip, and Martell PLLC attended the meeting to present the council with the finalized FY2020 audit report. The city again received an unmodified opinion. That is the best possible opinion the city can receive. Overall the city finances are excellent. The net position for FY2020 increased by \$60,000.00. The city did have the two normal findings for separation of duties since only one employee is in the city office. Mayor Etherington asked how other cities were fairing due to the COVID-19 Pandemic. Ms. Phillip stated that most cities did not see much change in their general funds. Most cities stayed steady last year. Cities show issues with parks and rec and municipal on-sales due to the restrictions on how they could be open. The council will review the audit and approve it at the April regular meeting.

Community Center Roof

Steel roofing prices have increased since the community center roof project was bid. Contractor Chad Emery has asked for an increase to cover the cost of the steel. His requested increase is \$3,150.00. The council discussed whether to continue with the project with steel or if it should be switched to asphalt shingles. The council decided that steel is still the better option. The roof is leaking at the valley gutter between the library and community center. The roof above the kitchen is soft.

M/S/P Christine Foss/Dennis Filer to approve half of the requested increase of \$1575.00, which will bring the total cost of the project to \$29,475.00. If Mr. Emery does not accept that increase, a special meeting will be called to decide how to move forward.

Roll Call In favor: Christine Foss, Dennis Filer, Shawn Walsh, Josh Kern, Eric Etherington

M/S/P Christine Foss/Josh Kern that the color of the steel is to be Light Stone 63 from the MS Colorfast 45 Paint system color samples.

Roll Call In favor: Christine Foss, Dennis Filer, Shawn Walsh, Josh Kern, Eric Etherington

Utility Billing Late Fees

Since we are a year past the beginning of the Pandemic, the council needs to decide if they want to reinstate the utility billing late fees. The delinquent accounts are the accounts that are typically on the delinquency list. No new accounts have stayed on the list in the last year.

M/S/P Christine Foss/Shawn Walsh to reinstate the late fees for utility billing starting with the April billing.

Roll Call In favor: Christine Foss, Dennis Filer, Shawn Walsh, Josh Kern, Eric Etherington

MN MDH Copper/Lead Testing

The council has received a letter of violation from the MN Department of Health for not having enough water samples tested for lead and copper in 2020. Due to not enough samples being tested, the city is required to test again in 2021. There is a preselected list of 10 properties that are tested every three years.

Roseau County Affordable Housing Fund

The city is one of the original investors in the Roseau County Affordable Housing Fund (RCAHF). There has been an increase in down payment assistance loans that RCAHF has approved in the last year. The increase in the loans has put the fund in a situation in which it is short on funds. If the fund does not increase funding, the number of available loans will decrease considerably. The council tabled this for the April meeting.

Vacant Houses

The council revisited a list of houses that have been vacant for several years. The reason this list was reviewed was that the city needs buildable lots. The council discussed what could be done to have these houses demolished to build a new house on the lots. One of the houses on the list has a large amount of asbestos ceiling and flooring tiles. The council would like for research to be conducted to see if there are any grants available to help remove asbestos. The council also revisited the potential of developing the airport property for housing. Discussion on the costs of infrastructure was held.

M/S/P Josh Kern/Dennis Filer to revisit the development for the airport for ½ of the acreage initially presented. Cost estimates from Widseth are to be brought back to the council.

Roll Call In favor: Christine Foss, Dennis Filer, Shawn Walsh, Josh Kern, Eric Etherington

Childcare

An area group is meeting to discuss the need for childcare in the city. They are working on a survey to see what needs are currently in the community. One individual is driving their child to childcare in Roseau each day and then driving back to Greenbush so they can go to work here. As more information comes available from this group, it will be brought to the council.

Pool Employee Recruitment

The city is having a tough time recruiting employees to work at the pool this year. Most of the employees that we have had in the past will not be returning this year. Some employees worked elsewhere last year for more money than they could make working for the pool. The council would like to have a cost analysis of increased wages and pool passes brought back to the next meeting. The council may want to investigate hiring an adult that will be on-premise at the pool. The Clerk-treasurer would continue to manage all the operations, but this manager would be more hands-on with the younger lifeguards.

M/S/P Shawn Walsh/Josh Kern to increase the starting wage for lifeguards to \$11.85 per hour.

Roll Call In favor: Christine Foss, Dennis Filer, Shawn Walsh, Josh Kern, Eric Etherington

Burkel Chicken Request

Cari Burkel would like to have four chickens. They would be housed on the north side of their house. This request requires a conditional use zoning permit. A public hearing needs to be held. If she can get the application in soon, a public hearing can be held at the April regular meeting.

Main St Water Project

The plans and specifications for the Main St project are complete. An issue with the sidewalks arose while completing the plans. The landings for handicap ramps must be flat. For the landings to be flat, the new sidewalks will have to ramp downward. The sidewalk slope will cause the stamped concrete to be 5" higher than the sidewalk; this would cause a trip hazard. To not have that issue, some of the stamped concrete would need to be

cut out. The parking space and the sidewalk is not ADA compliant due to the drop in the step off the curb. Some of the sidewalks have shifted and are no longer level. They will either need to be sanded down or replaced to remove the trip hazard. If the community center's sidewalks were removed and replaced, all of the ADA compliance issues could be addressed. There are also ADA compliance issues in the grade of the street. If the sidewalks are entirely removed and replaced, the street's grade issue can also be addressed. The estimated cost of this sidewalk work is \$21,355.00.

M/S/P Shawn Walsh/Josh Kern to approve adding the sidewalk work for the community center as proposed to the Main St Water project.

Roll Call In favor: Christine Foss, Dennis Filer, Shawn Walsh, Josh Kern, Eric Etherington

Bid opening will be held on April 14th at 11:00 am. The completion date is set for September 30, 2020, for most of this project. City Engineer Fanfulik recommends only putting on the first lift of the asphalt this year, and they put the 2nd lift on in 2022. Waiting until spring will allow the 1st lift to settle after disturbing the ground, and then the 2nd lift will be level. The stamped concrete colors need to be finalized by summer.

M/S/P Josh Kern/Dennis Filer to approve Resolution 2021-03 approving the Water Project plans and specification and calling for the project to be put out on bids.

Roll Call In favor: Christine Foss, Dennis Filer, Shawn Walsh, Josh Kern, Eric Etherington

M/S/P Shawn Walsh/Dennis Filer to approve Resolution 2021-04 approving the MN Public Facilities Application to fund this project.

Roll Call In favor: Christine Foss, Dennis Filer, Shawn Walsh, Josh Kern, Eric Etherington

This project is large enough that the city will need temporary financing to cover costs while waiting to be reimbursed from MN PFA and DEED.

COVID-19

The case numbers in the county are trending downward. The federal government has passed another stimulus package that includes funding for the city. The lowest estimate out right now is that the city will receive \$80,000.

City/County Shop

The Roseau County Commissioners approved the agreement that the council conditionally approved on February 25th.

M/S/P Josh Kern/Shawn Walsh to approve the finalized joint powers agreement for the City/County shop that the Roseau County Commissioners signed.

Roll Call In favor: Christine Foss, Dennis Filer, Shawn Walsh, Josh Kern, Eric Etherington

M/S/P Dennis Filer/Josh Kern to approve resolution 2021-05 to transfer the shop property deed to Roseau County.

Roll Call In favor: Christine Foss, Dennis Filer, Shawn Walsh, Josh Kern, Eric Etherington

Blight/Nuisance Ordinance

Tabled

Complaint

M/S/P Shawn Walsh/Josh Kern to credit the account for 236 5th St S back to \$79.50.

Roll Call In favor: Christine Foss, Dennis Filer, Shawn Walsh, Josh Kern, Eric Etherington

Consent Agenda

M/S/P Shawn Walsh/Dennis Filer approve the consent agenda items with revised bills and minutes (Minutes/Bills-Revised/Receipts).

Roll Call In favor: Christine Foss, Dennis Filer, Shawn Walsh, Josh Kern, Eric Etherington

Upcoming Meetings:

- Regular Council Meetings: at 5:30 pm, April 19th, May 17th, and June 21st

M/S/P Josh Kern/Shawn Walsh to adjourn the meeting.

Roll Call in favor- Christine Foss, Dennis Filer, Shawn Walsh, Josh Kern, Eric Etherington

This meeting was adjourned at 6:48 pm.

Eric Etherington
Mayor

Anita Locken
Clerk-Treasurer