

**CITY OF FISHER
MEETING MINUTES**

Monday, October 9, 2023

7:00 pm Fisher School Library

Council Members Present: Emily Tinkham, Laurie Anderson, Mark Clauson, Adam Wagner

City Staff Present: Mike Theis, Kara Bowen, Bill Moonen

Guests: Brian Opsdahl, Chuck Getsman

Absent: Mitch Bakken, Tracy Cameron, Erik Quirk

- A. Meeting was called to order by Mayor Emily Tinkham at 7:04 pm
- B. Additions/corrections to agenda –
 - a. Brady Martz – Brian Opsdahl
 - i. Reviewed handouts from audit
 - 1. Management letter
 - a. Unclaimed property
 - b. Formalized capitalization policy - done
 - c. Utility Adjustments
 - d. Bid documents
 - 2. Audit report
 - a. Fire Relief information not included in audit
 - b. Reviewed Financial Statements
 - c. Explained pension value
 - d. Reviewed specific foot notes
- C. Approve minutes from the September 11, 2023 regular council meeting
 - a. Anderson motioned to approve the September 11, 2023 minutes. Seconded by Wagner. No discussion. Motion carries.
- D. Approve minutes from the September 25, 2023 budget meeting
 - a. Wagner motioned to approve the September 25, 2023 minutes. Seconded by Clauson. No discussion. Motion carries.
- E. Fisher Forum
 - a. none
- F. Public Works Department
 - a. none
- G. Police Department
 - a. Theis will order hangers for gutters
 - b. Jeff Olson and Theis cleaned up sandbags
 - c. Cleaned up recycle bins, pallets, old hydrants
 - d. Smaller mower – priced parts - \$400 for parts
 - e. Fencing with property to the north of the city office building
 - i. Bowen will send a letter to homeowners that the city will have property surveyed
 - f. Theis would like to fix up room in the back of the firehall, setup and look nice, fix hallway walls
 - g. Pole building 40x60
 - i. Two bids
 - ii. Budget \$75,000 for building, site preparation, lights

- iii. Anderson motioned to purchase building from Lakeside. Seconded by Wagner. No discussion. Motion carries.
- iv. Anderson motioned to make a down payment if Lakeside requires it to lock in price. Seconded by Wagner. No discussion. Motion carries.

H. Fire and First Responders

- a. None – no representatives in attendance.

I. Council Unfinished Business

- a. Delinquent water bills – none
- b. Collapsed roof
 - i. Informal letter that the city has received complaints. Have the lawyer draft a letter. Send certified mail.

J. Council New Business

- a. Designated polling place
 - i. Mayor Tinkham will attend next school board meeting
- b. Public Works Director
 - i. Clauson motioned to offer the candidate \$29 per hour starting wage plus on call pay and employee handbook benefits, \$1 raise after completing the required certification, and possibility of a raise after a satisfactory 6-month review. Seconded by Wagner. No discussion. Anderson – aye, Clauson – aye, Wagner – aye, Tinkham abstain. Motion carries.
- c. Assistant Clerk
 - i. Jody Clauson was approved as assistant clerk in July. Has not been able to begin work at the city office due to doctor mandated reduced hours.
 - ii. Revisit at November council meeting.
- d. Personnel handbook revisions
 - i. Bowen was unable to complete revisions for council review. Will have it for next meeting.
- e. Resolution to certify mowing charges to property taxes
 - i. Anderson motioned to certify BNSF balance due to property taxes. Seconded by Clauson. No discussion. Motion carries.
- f. Rate for 2023 mowing charges
 - i. Charge \$75 per hour.
 - ii. Wagner motioned to bill BNSF \$75 per hour for 2023 mowing. Seconded by Clauson. No discussion. Motion carries.

K. Council Issues

- a. Other thoughts on city office and community center?
 - i. Will do further research and set a meeting in January 2024.

L. Approve September/October Disbursements

- a. Anderson and Clauson reviewed bills prior to the meeting.
- b. Anderson motioned to approve the expenditures of \$41,541.53. Seconded by Clauson. No discussion. Motion carries.

M. Anderson motioned to adjourn the meeting at 9:03 pm. Seconded by Anderson. No discussion. Motion carries.

Next Regular Council Budget Meeting Monday, October 23, 2023, at 7:00 pm, City Office

Next Regular Council Meeting Monday, November 13, 2023, at 7:00 pm, Fisher School Library

Respectfully submitted,

Kara Bowen

Clerk