

**BOVEY CITY COUNCIL MEETING**  
**September 20, 2023**  
**6:00 p.m. Council Meeting**  
**Virtual via Teams or In-Person Club Room**

**PLEDGE OF ALLEGIANCE**

**CALL TO ORDER:** Mayor Stein called the meeting to order at 6:00 p.m.

**ROLL CALL:** Members present were Robert Stein, Deborah Trbojevich, Trevor Guyer and Robert Lawson. Nancilyn Meyer was absent. All motions passed 4-0 unless noted otherwise.

**STAFF PRESENT:** John Dimich, Jeremy Schwarze, Jestine Casey, and Kevin Odden.

**PUBLIC PRESENT:** Michael Alton and Steve Hurd.

**APPROVE AGENDA:** Motion Lawson 2<sup>nd</sup> Guyer to approve the consent agenda with the addition of Nugent Concrete's invoices of \$3500 for sidewalk repair and \$6,000 for the Main Street sidewalk to be placed under the Consent Agenda. All in favor.

**GUESTS:** None.

**PUBLIC FORUM:** Michael Alton stated a lot of people are interested in a dog park. He recommended a go-fund-me account to help subsidize dog park accessories. Stein stated it can be researched and brought up at the workshop. Trbojevich advised that a dog park is part of the Phase 2 Park Project.

**CONSENT AGENDA:**

1. Minutes from August 16, 2023, Council Meeting
2. Minutes from August 21, 2023, Emergency Meeting
3. Minutes from August 30, 2023, Special Meeting
4. Disbursements for Claims, Payroll and interfund transfers
5. Treasurer Report - August
6. Approval of League of MN Membership Dues and Mayor's Dues
7. Nugent Concrete's invoice for sidewalk repair- \$3,500
8. Nugent Concrete's invoice for Main Street sidewalk - \$6,000

Motion Guyer 2<sup>nd</sup> Trbojevich to approve the consent agenda. All in favor.

**DEPARTMENT HEADS & COMMITTEES:**

1. Engineer, Jeremy Schwarze
  - a. Propose \$1,000 credit per 8/30 special meeting discussion. Motion Trbojevich/Lawson to accept the \$1,000 credit. All in favor.

Meyer began attending virtually via Teams at 6:10 p.m. All motions passed 5-0 unless otherwise noted.

- b. Change Order #2- Motion Trbojevich/Lawson to approve Change Order #2 decreasing the cost of the concrete project by \$4,723.20. Passed with Meyer abstaining.
- c. Pay request No. 2 Concrete Construction Project - \$28,711.66  
Motion Guyer/Lawson to approve Northern Contracting's pay request No 2 in the amount of \$28,711.66. All in favor.

Meyer exited Teams due to a bad connection. All further motions passed 4-0 unless noted otherwise.

- d. Alton Alley – Odden advised the alley should be addressed before winter. Council discussed options. Odden would like Nugent Concrete to provide an updated bid once Benchmark Engineering surveys the area and provides a report. Schwarze advised engineering costs for this should not exceed \$2,000. Motion Lawson 2<sup>nd</sup> Guyer to approve Benchmark Engineering staff survey the alley area. All in Favor.
  - e. 3<sup>rd</sup> Street Storm Sewer – Plans were provided to Council and Schwarze explained the three alternatives. The base price is an emergency fix, the middle estimate includes extending the south side and the highest estimate includes mild alley repair. Odden inspected the area and determined it's okay for the project to begin next year and the postponement will likely produce lower bids.
  - f. Public works garage – there was a miscommunication between the contractor & DOLI and a manhole must be added. This will not be an added cost for the city. Driveway work should begin next week.
2. Police, Chief Sam Hussman- not in attendance
  3. Public Works, Kevin Odden
    - a. August Report- Odden requested Council authorize reimbursement of \$10 per month for a hot-spot so he can access internet at the shop. He is currently unable to do so. Motion Lawson/Trbojevich. All in favor.
    - b. Fire Hydrant- Odden is awaiting a quote from Schwartz to repair the hydrant and hopefully this can be brought up at the workshop. Rapid Rooter is going to telecamera the area too.
    - c. Storm Sewer- Odden provided Council with funding options for the storm sewer project. It appears the city can utilize DEED funds it is currently holding in a fund account. He will seek confirmation from DEED and discuss it again at the workshop.
  4. Planning & Zoning- Odden advised the comprehensive plan does not need updating and the board is currently reviewing the zoning ordinance. Council discussed the board should begin considering a candidate to appoint as blight officer and then seek approval from Council.
  5. Attorney, John Dimich
    - a. Police- Dimich provided Council with a draft of the Bovey/Coleraine Police service agreement. This will be presented at Coleraine's next meeting too.
    - b. Combining with Coleraine- Dimich provided Council with statutes that will need to be utilized for the merger. He reached out to the City of Carlton which merged with Thomson. The entire process was completed within two years. He was advised that there needs to be a plan that addresses nine key points. A referendum and an

extensive audit of both cities will be required. Major issues requiring consideration are debt, taxes, and differentials. Also working with the county auditor to establish new boundaries will be necessary. Dimich should receive additional paperwork within one week. There will need to be another joint council meeting to discuss placing this on both city ballots with identical wording.

Trbojevich left the meeting at 7:30 p.m. All further motions passed 3-0 unless noted otherwise.

6. City Council

- a. Utility Report – informational
- b. Greenway Community Fund Donation Request for Oktoberfest. Motion Guyer 2<sup>nd</sup> Lawson to approve a \$200 donation to Greenway Community Fund for Oktoberfest. All in favor.
- c. Combining with Coleraine -previously discussed.
- d. Next Ordinance- Guyer stated he is currently unable to dedicate all the time required to review the rental ordinance and would like to address the street ordinance first. The street ordinance should involve minimal time and Guyer stated Odden should already have it on his computer.

7. Fire Board

- a. BCA Lease update- a letter is being drafted to send to the State requesting a buyout.
- b. Rental inspections were also discussed.

8. Clerk, Jestine Casey

- a. Setting Preliminary Levy & Truth and Taxation Meeting Motion Guyer 2<sup>nd</sup> Lawson to set the preliminary Levy at a 25% increase and set the Truth and taxation meeting for Wednesday, December 6, 2023 at 6:00 p.m. All in favor.

**CORRESPONDENCE:**

1. Norland's Farmer's Day Dumpster Donation – Mayor Stein requested a thank you letter be sent.

**ADJOURNMENT:**

Motion Guyer 2<sup>nd</sup> Lawson to adjourn the meeting at 7:40 p.m.

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Jestine Casey, Clerk

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Robert Stein, Mayor

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Date approved