

**BOVEY CITY COUNCIL MEETING**  
**October 18, 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, Robert Lawson, Deborah Trbojevich, Nancilyn Meyer and Trevor Guyer.

**PRESENT:** Staff present were Kevin Odden, John Dimich, Jeremy Schwarze, Jestine Casey and Bryan Johnson. Sarah Carling, Michael Alton, John Wrobel and Steve Hurd were also present.

**APPROVE AGENDA:** Motion Trbojevich 2<sup>nd</sup> Lawson to approve the agenda with the addition of the Michael Finckbone pay raise request under Public Works and the fire department proposed 2024 budget under Fire Board. All in favor.

**GUESTS:** Sarah Carling, CEDA- provided Council with informational packets listing the city's current projects along with CEDA's proposed contract costs. She advised that she would not be able to personally represent Bovey but does not want the city's projects to lose momentum. She also voiced concerns of planned projects going backwards due to Odden's impending retirement. She explained if the city decided to contract with CEDA, her team member would represent the community as city staff, sit on other committees, provide monthly updates on projects, collaborate with other communities, and work on community events. She explained that the city can contract with CEDA yearly or by individual project. Council thanked Sarah for her presentation and will discuss it further at the workshop. Sarah plans on attending the workshop.

**PUBLIC FORUM:** Michael Alton inquired again about his recommendation for a Go-Fund-Me fundraiser for a dog park. He was advised that Council can accept donations on behalf of the city, but they do not think a Go-Fund-Me fundraiser is an option. Stein suggested Alton become an active member of the Park Committee. Meyer is currently on the committee and stated that Alton can contact her for more information.

**CONSENT AGENDA:**

1. Minutes from September 18, 2023 Joint Council Meeting
2. Minutes from September 20, 2023 Council Meeting
3. Minutes from October 4, 2023 Workshop
4. Disbursements for Claims and Payroll
5. Treasurer Report – September

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

**DEPARTMENT HEADS & COMMITTEES:**

1. Engineer, Jeremy Schwarze
  - a. Snowmobile Trail- Schwarze stated his survey crew has not had time to look at the project. In the meantime, he will draw up a draft easement exhibit so the snowmobile club can move forward with the project.

- b. Alton Alley- Schwarze provided Council with Nugent Concrete's quote of \$6500 for a 100 ft curb that should correct the problem. Other options were discussed & Odden recommended that the project move forward. Motion Guyer 2<sup>nd</sup> Lawson to approve Nugent Concrete's quote of \$6500. All in favor.
- c. 3<sup>rd</sup> Street Storm Sewer- The plans and design are complete, and the project is ready to go-out for bids in December or January. Odden requested the storm sewer plan be approved at the next meeting.
- d. Public Works Garage- Schwarze advised that Baratto Brothers completed almost all the projects on their punch list and is close to submitting another pay request. The concrete for the driveway was poured on Monday and everything went well. Schwarze advised that the contractor hit an abandoned power pole and damaged the electrical and internet underground cables during prep work. This is because the wires were buried only 13 inches deep and it is standard protocol to bury lines 24 inches deep. The contractor hired MN Power to dig the trench and buried the lines to protocol. Schwarze advised that there may be extra charges associated with this, but Council felt the contractor or subcontractor who initially trenched for the wires should be responsible for the extra costs.
- e. Curb stop- a curb stop was recently installed a few inches above grade and is currently at its lowest adjustment. Odden advised that curb stops come in various lengths and it appears the one that was installed is too long. Council discussed who will be responsible for the extra costs associated with this and will discuss it further at the next meeting.

## 2. Police, Bryan Johnson

- a. Administrative tickets- Johnson advised that he would like to transition to administrative tickets, and he has received information from Nashwauk on their administrative ticket procedures and protocol. These tickets will not be listed on an individual's criminal history and will be more appropriate for blight violations.
- b. Tasers and body cameras- Johnson is moving forward with purchasing tasers and body cameras and if public safety aid hasn't already been allocated, he would like council to consider allocating some of the funds for this.
- c. Training- the officers are currently completing training because they are low on required credits.
- d. Zoning officer- Johnson inquired on the status of appointing a zoning/blight officer. Meyer advised that Planning and Zoning has discussed this but hasn't taken any action.

Guyer left the meeting at 7:03 p.m. All further motions passed 4-0 unless noted otherwise.

## 3. Public Works, Kevin Odden

- a. September Report-informational
- b. Energy Assessment Audit-informational
- c. Bob Tok Tree Removal request – Odden received a verbal quote from Marlon Silas for \$1700 to remove three trees located on city property affecting Tok's property with Tok agreeing to pay half the costs. Motion Trbojevich 2<sup>nd</sup> Lawson to approve \$1700 in tree removal costs with the city invoicing Tok for half. All in favor.

- d. Michael Finckbone wage increase request – Motion Trbojevich 2<sup>nd</sup> Meyer to approve a \$20 per hour wage which will be applied to next week’s payroll. All in favor.
  - e. Garbage truck- Finckbone and Odden are going to look at the engine and see if it can be repaired.
  - f. Shop- the electrician is scheduled to install outlets for the furnace and will install some additional ones too.
4. Planning & Zoning- Odden advised that two building permits were approved. The first was for a new house and the second was for a house addition. The Committee is drafting a letter to send to businesses and are working on the zoning map. Council discussed that the blight and zoning officer should be one position, the city should have a title and job description, and any candidates should be an active member of the planning and zoning committee.
  5. Attorney, John Dimich
    - a. Potential Merger- Dimich stated the County Auditor advised him a stand-alone election will cost \$14,300 and the County requires a minimum 74 day notice for questions to be on a ballot.
  6. City Council
    - a. Go-Fund Me information- previously discussed.
    - b. Utility Report - informational
    - c. Regional Safety Group Program (RSG)- Odden feels this is a good idea and advised that Rogich will take this on for Coleraine and Bovey.
    - d. Playground insurance- Casey will contact Matt Champlin.
  7. Fire Board
    - a. Fire department 2024 proposed budget – Motion Trbojevich 2<sup>nd</sup> Lawson to approve. All in Favor.
  8. Clerk, Jestine Casey
    - a. Budget- This will be discussed at the workshop.

**CORRESPONDENCE:** 1. Work Comp Audit- informational

**ADJOURNMENT:** Motion Trbojevich 2<sup>nd</sup> Meyer 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