

A regular meeting was held in person and virtually with the meeting originating at City Hall, Canby Minnesota on May 21st, 2024, at 6:00 pm.

Members: Nancy Bormann, Marisa Kack, Diana Fliss

Absent: Denise Hanson

Visitors: Bonnie Merritt, Interim City Administrator
Thalia Sik, Administrative Secretary
Gerald Boulton, City Attorney
Josh VanKlombenburgh, Canby News
Josh Walker, Police Chief
Sheila Krohse, Bolton & Menk
Jason Weber, Public Works Supervisor
John Meyer
Eric Hanson
Matthew Kibbon

Virtually Attending:
Andrew

The regular Council meeting was called to order.

The agenda was reviewed. A motion was made by Fliss and seconded by Kack to approve the agenda with the addition of a discussion regarding the vacancy on the Upper Minnesota Valley Regional Development Commission board. All voted in favor. None voted against. The motion was carried.

The minutes of the May 7th meeting were reviewed. A motion was made by Fliss and seconded by Kack to approve the minutes from the May 7th meeting. All voted in favor. None voted against. The motion was carried.

A preliminary plat map was presented for the extension of Lexington Avenue. This extension would create residential lots in the Birmingham 2nd Addition. The Planning Commission expressed concerns regarding utility assessments, easements, storm sewer, and the lot sizes. More information will be gathered regarding this extension and will be discussed at a future meeting.

The Community Center ADA Entrance was discussed. The council requested to get bids from local contractors for the concrete work. This will be discussed at a later meeting.

Sheila Krohse discussed the seal coating bid tabulation. A motion was made by Fliss and seconded by Kack to approve the bid from Pearson Bros, Inc. in the amount of \$116,269 with funding coming from excess street capital expenditures.

Police Chief, Josh Walker, discussed the Seasonal CSO position. An applicant has been chosen for the position pending pre-employment check with a potential start date of June 4th.

Josh Walker discussed part-time police officer wages. He would like to see a starting wage of \$25/hr. He stated that an application was received from an individual who would like to start part-time with the anticipation of becoming full-time. The council agreed to allow Josh to move forward with the pre-employment hiring process and will revisit wages and conditions at the next meeting.

An outdoor dance permit was received by Heroes for their event on 6/15/2024. A motion was made by Fliss and seconded by Kack to approve the outdoor dance permit. All voted in favor. None voted against. The motion was carried.

Mobile Food Units/Food Truck fees were discussed. A motion was made by Kack and seconded by Fliss to set a monthly fee of \$30 for mobile food units/food trucks. All voted in favor. None voted against. The motion was carried.

The Cybersecurity & Computer Use Policy was discussed. The wording will be updated to state the Master Administrator is responsible for maintaining computer/network passwords and updating how often passwords should be changed. A motion was made by Kack and seconded by Fliss to approve the Cybersecurity and Computer Use Policy with these changes. All voted in favor. None voted against. The motion was carried.

The vacancy on the UMVRDC board was discussed. No council member is able to fill the vacancy at this present time.

A motion was made by Fliss and seconded by Kack to enter a closed meeting per MN Stat. 13D.03, subd 1(b) Labor Negotiations. All voted in favor. None voted against. The motion was carried.

The meeting was re-opened. A contract will be finalized at the next meeting with current Interim City Administrator, Bonnie Merritt, for the City Administrator position.

A motion was made by Fliss and seconded by Kack to adjourn the meeting. All voted in favor. None voted against. The motion was carried.

Nancy Bormann, Mayor

Bonnie Merritt, Interim City Administrator