

**City of Red Lake Falls  
City Council Meeting  
September 24, 2018  
Minutes**

Pursuant to due call and notice thereof, a regular meeting of the City Council of the City of Red Lake Falls, Red Lake County, Minnesota was duly held in the Council Chambers of said City on the 24<sup>th</sup> day of September, 2018.

Members Present: Allen Bertilrud, Justin Carriere, Kevin Brevik, Sara Kenfield, Neil Knaack, Cheryl Matzke

Members Absent: none

Others Present: Kathleen Schmitz, Delray Sparby, Carol Seeger, Mitch Bernstein, Barry Glienke, Deb Derouin, Ken Buchanan, Marty Seifert, Doug Steinmetz, Jake Ellefson, Shannon Kahkola, Brian Hooser, Corky Kleven

The meeting was called to order at 6:03 p.m.

Kenfield moved, seconded by Matzke, to approve the Agenda with the addition of 6.06 – Sale of Lots-Cuno Park and 6:07 – Taggart Construction Payment.

*On vote being taken, the motion was unanimously passed.*

Brevik moved, seconded by Knaack, to approve the Consent Agenda with a correction to the September 10, 2018 minutes.

Approval of the September 10, 2018 City Council Meeting Minutes

Approval of the September 17, 2018 Special City Council Meeting Minutes

Approval of the Bills and Disbursements

*On vote being taken, the motion was unanimously passed.*

**NEW BUSINESS**

Jake Ellefson, Ottertail Power Company, spoke to the council about their Lighting Program in the rural communities they serve and the City of Red Lake Falls. Although the city-owned white way system has already been converted to LED lighting, Ottertail will now be converting their street lights in our city to LED beginning in October. The conversion will not cost the city of Red Lake Falls anything. As it is revenue neutral, there will be zero cost per light and no change to monthly billing.

Ken Buchanan, NW MN Multi-County HRA, went over the policies and procedures for the Small Cities Development Program (SCDP) financial assistance grant for the rehab of commercial properties and owner-occupied properties. The State will fund 12 owner-occupied homes and 6 commercial properties in the City of Red Lake Falls. The State is very specific about how

the recipients are awarded, applications completed, project is financed plus many more project requirements and procedures which Mr. Buchanan discussed.

The City will contract with the NW MN Multi-County HRA to provide administrative services. Lee Meier, Project Director, will be responsible for coordinating all program activities. Clearance of any and all grant conditions, compliance with federal and state regulations and record keeping as detailed in the Program Manual will be the responsibility of the Project Director.

Carriere moved, seconded by Matzke, to approve moving forward with the governing and administration of the Red Lake Falls Small Cities Commercial Rehabilitation Program with Northwest Minnesota Multi-County HRA.

*On vote being taken, the motion was unanimously passed.*

Brevik moved, seconded by Knaack, to leave the Mayor and Council salaries the same.

*On vote being taken, Bertilrud, Matzke and Kenfield opposed, the motion passed.*

Brevik moved, seconded by Kenfield, to approve Resolution #09-03-2018 – Adoption of the 2019 Proposed Budget. *The following voted in favor: Brevik, Knaack, Carriere, Kenfield, Matzke, Bertilrud. Against: none. Absent: none. Motion unanimously passed.*

Matzke moved, seconded by Carriere, to approve the sale of Lots 13-24, Block 3, Holmes Addition to the City of Red Lake Falls also known as the Phil Cuno Park to a developer upon the terms and conditions set forth.

*On vote being taken, the motion was unanimously passed.*

Kenfield moved, seconded by Knaack, to approve Administrator Schmitz to write a check to Taggart Construction for up to \$143,000.

*On vote being taken, the motion was unanimously passed.*

The meeting adjourned at 7:24 p.m.

Respectfully submitted,

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Allen Bertilrud, Mayor

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Kathleen Schmitz, City Administrator