



**AGENDA ITEM #3.1**

**REPORT TO CITY COUNCIL**

**Report Prepared by: Angie Duus**

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**Date:** August 4, 2020

**Subject:** City Council Minutes

**Report:** The minutes for the July 7, 2020 Regular City Council meeting are attached for your review.

**Council Action Requested:** Council motion approving the minutes for the July 7, 2020 Regular City Council.

**MEETING OF THE PEQUOT LAKES CITY COUNCIL  
TUESDAY, JULY 7, 2020  
PEQUOT LAKES CITY HALL**

Members Present: Mayor Tayloe and Council Members Pederson and Seils attended in person. Council Members Akerson and Swanson attended virtually via Zoom.

Staff Present: Nancy Malecha, City Administrator and Angie Duus, City Clerk/Treasurer attended in person. Eric Klang, Police Chief attended in person; Tim Houle, City Engineer attended in person; Jason Gorr, Public Works Director attended virtually via Zoom

1. Call Meeting to Order

Mayor Tayloe called the meeting of the Pequot Lakes City Council to order at 6:30 p.m.

1.1. Pledge of Allegiance

Mayor Tayloe led with the Pledge of Allegiance.

2. Consider Agenda

**COUNCIL MEMBER SWANSON MOVED TO APPROVE THE AGENDA AS PRESENTED. COUNCIL MEMBER SEILS SECONDED THE MOTION. MOTION CARRIED 5-0.**

3. Consent Agenda

**COUNCIL MEMBER PEDERSON MOVED TO APPROVE THE CONSENT AGENDA AS FOLLOWS:**

- 3.1. **JUNE 2, 2020 REGULAR CITY COUNCIL AND JUNE 2, 2020 CLOSED CITY COUNCIL MEETING MINUTES.**
- 3.2. **CHECK REGISTER FROM JUNE 3, 2020 TO JULY 7, 2020.**
- 3.3. **FINANCIAL REPORT ENDING MAY 31, 2020.**
- 3.4. **LIBRARY REPORTS FOR MARCH 2020 AND MAY 2020 AND THE MARCH 10, 2020 AND JUNE 9, 2020 BOARD OF DIRECTORS MEETING MINUTES.**
- 3.5. **RESOLUTION 20-25 ACCEPTING CONTRIBUTIONS FROM MAY 27, 2020 THROUGH JUNE 25, 2020.**
- 3.6. **QUARTERLY UTILITY BILLING ADJUSTMENTS.**
- 3.7. **TEMPORARY EXPANSION OF PREMISES LICENSE.**

**COUNCIL MEMBER AKERSON SECONDED THE MOTION. MOTION CARRIED 5-0.**

4. Open Forum

No one appeared under open forum.

5. Presentations

5.1. Community Enhancement Project Update – ICS Consulting

Jeff Schiltz and Nathan Norton from ICS Consulting updated the Council on the Community Enhancement Project for the Heart of the Good Life Development.

Nathan Norton stated they had six listening sessions with 100 plus various attendees. He shared the findings of these sessions and community enhancement ideas. He said the advice to the decision makers is to have activities for the Community, consisting of both youth and adult activities. Mr. Norton stated they created a Steering Committee which consisted of 34 volunteer community members, 400 combined hours, and they reviewed the listening session findings.

He said there were common ideas consisting of a competitive baseball field, covered pavilion, hockey rink, and covered tennis courts. He said there were various costs associated with the ideas ranging from \$1 to \$6 million. Mr. Norton said they came to the standstill due to budget. He stated the budget is contingent on if the School is going to be involved.

Mr. Norton discussed access to the south of the Church, use of septic's and well's for anyone going into the development and the possibility of the City setting aside a 40 acre parcel for recreation and the rest being used for private. He presented some side by side comparisons of various scenarios with different cost ranges.

Mr. Schiltz said they asked the citizens how much the development could cost and the majority of the individuals stated between \$2 million to \$5 million. He said they also asked per household how much they would be willing to pay for the project to get a gage on taxes. He said a majority of individuals said \$100-250 on an annual basis.

Mr. Schiltz said they talked with David Drown, other financial advisors and School Districts to look into ways other Cities fund projects. He discussed donations, state bonding, other bonding sources, entertainment tax, food & beverage tax, voter approved special election bonds, sale and use tax, abatement bonds, and user fees. He explained potential costs to taxpayers for a City voter approved special election. He said for \$3 million through \$6 million borrowing Pequot residents could potentially see an increase of \$50 annually to about \$400 annually depending on values of residences.

He stated that more cities are using sales and use tax for projects in recreational type of spaces. Mr. Schiltz explained that there were about 23 requests into the legislature this last year but because of the COVID situation none of those 23 schools or cities have been allowed to put their project on a ballot for this November to raise their sales tax for their particular projects. He said the projects

are anything from seminars to recreational fields, to ice, arenas, to streets and sewer repairs, and all sorts of things. He explained that an estimate on \$45 to \$50 million on an annual basis on sales \$225,000 of sales tax would be generated. He said the next time things would go to the legislature for sales tax is in 2022 therefore there would be time to set it up.

He talked about the potential of the School District being a partner and talked about the School having preference over the fields during the school year and then in the summer the City would have preference. He said the City and the School could maybe work mutually on maintenance. Mr. Schiltz said there was a strong group of people that felt it would be the best use of taxpayer dollars. He said they ran financial scenarios which if the City took on the debt it could cost approximately \$99 annually for the taxpayer but if the school district could do a 15 year bond it could be an annual impact of \$9 annually across a bigger tax base.

Mr. Norton said the next step is the School board meeting in August to see if there is any interest in a partnership and if there is then the Steering Committee would like to get back together for more discussions. If the School is not interested then it would go to the City to make some decisions.

Council Member Pederson thought the land was originally only 20 acres, and he said he thought the School had interest because of the need of more ball fields. Mr. Norton said they would like to see 20 acres set aside for recreational and set another 20 acres aside for something else. He said the Steering Committee thought the 40 acres was a good amount to keep for growth of the project.

Council Member Swanson said she along with other residents do not want their taxes to go up for a Community Center. Mr. Norton stated that the Community Center looked good at first and when they saw the tax side of it that it did not look as good. Council Member Swanson said she does not feel this is helping the City and she does not see the value of the project to the City. She said the City needs to focus on bringing in real businesses into that land and she feels the school has plenty of space. Council Member Akerson said he thinks it is the future and he likes it. He talked about kids, games, and tournaments bringing people into the City to create more revenue to the City as a whole.

6. Planning and Zoning

6.1. Planning Commission Report

The June 29, 2020 Planning Commission Report and June 18, 2020 draft Planning Commission minutes were received by Council.

6.2. Planning Commissioner Resignation

Nancy Malecha stated that Planning Commission Chair Birch received a verbal resignation from Christopher Savino from the Planning Commission and his term

would have expired on December 31, 2021. She stated the City is grateful for Mr. Savino's service on the Planning Commission.

The Council acknowledged Christopher Savino's resignation from the Planning Commission.

Ms. Malecha informed the Council that the position is currently vacant and it is posted on the City website and the City's Facebook page.

7. Fire

The May 2020 Fire Department Operations Report was received by Council.

7.1. Request to Hire Firefighters

Tom Nelson said the Fire Department is currently at 24 active Firefighters and has approval for 30 active Firefighters. Discussion ensued about it being helpful to have a good pool of volunteers for availability. Fire Chief Tom Nelson asked the Council authorization to hire Adam Casanova, Colton Hanson, Kyle Krause, and Travis Pintar as firefighters.

**COUNCIL MEMBER AKERSON MOVED TO AUTHORIZE THE HIRING OF ADAM CASANOVA, COLTON HANSON, KYLE KRAUSE, AND TRAVIS PINTAR AS FIREFIGHTERS. COUNCIL MEMBER SEILS SECONDED THE MOTION. MOTION CARRIED 5-0.**

8. Police

The May 2020 Police Department Monthly Report was received by Council.

8.1. Request to Hire Full-Time & Part-Time Police Officers

Eric Klang recommended to promote Michael Davis from part-time to a full-time Police Officer position at Grade 13, Step 3. He stated Mr. Davis's background check has been completed and was successful.

Chief Klang asked that Mackenzie Shelstad who previously worked for the City as a Reserve Officer be hired as a part-time Police Officer at Grade 11, Step 1, contingent upon successful background and pre-employment screenings.

**COUNCIL MEMBER SEILS MOVED TO PROMOTE MICHAEL DAVIS TO THE FULL-TIME OFFICER POSITION AT GRADE 13, STEP 3 EFFECTIVE JULY 7, 2020. COUNCIL MEMBER SWANSON SECONDED THE MOTION. MOTION CARRIED 5-0. COUNCIL**

**COUNCIL MEMBER AKERSON MOVED TO APPOINT MACKENZIE SHELSTAD AS A PART-TIME POLICE OFFICER POSITION AT GRADE 11, STEP 1; CONTINGENT ON SUCCESSFUL COMPLETION OF A**

**BACKGROUND CHECK. COUNCIL MEMBER SEILS SECONDED THE MOTION. MOTION CARRIED 5-0.**

8.2. National Night Out Update

Chief Klang stated that National Night Out was initially scheduled in August and it has been move to October because of COVID-19. He stated the Police Department sees problems with it being moved. He said that businesses are already struggling and they do not think it is the time to ask for funding. He stated that the Police Department appreciates all of the donations and help the community has given to them in the past years. He also said that since it would be an outdoor event in October it gets darker earlier and it would also be on a school night.

Council Member Pederson said with all the negativity going on currently in the Country he wanted the Police Department to know the Council respects them and thanked them for being Police Officer's. Chief Klang thanked the Council for their support.

9. Public Works Report

The June 2020 Public Works Report was received by Council.

Council Member Pederson requested that Mr. Gorr work with the Park Commission directly and let them what is going on with the Park Display.

9.1. Rasmussen Road & South Washington Avenue Improvement Project

9.1.A. Update

Tim Houle provided the Council with a verbal update on the Rasmussen Road & South Washington Avenue Improvement Project. He said at the June Council meeting, RL Larson has done a lot of work and they had multiple crews on site. He said they are looking at an estimated construction fee and will come back to the Council next month. Mr. Houle said the project should be substantially complete by July 4, 2020.

Mr. Houle said the roadway project permanent easements were sent to the Courthouse for recording. He said they are still working on a storm water basin with a property owner. He said he has heard comments like why is there a curb here now but never was before and why are there sidewalks in places where they were not before. He said they have noticed speeds going up and they may have to visit with Chief Klang on overnight parking issues. Mr. Houle said a huge thank you for everyone involved

Council Member Swanson said she received a personal note from Dean Brandt who owns the Expression's Shoe store stating he was very happy with the progress and he was initially worried the construction would affect his business

but it did not. Council Member Pederson said everyone did a great job. He said well done with keeping Main Street open and said thanks to the Public Works Department and WSN. Council Member Seils said she heard nice comments about the project and was very pleased.

9.1.B. Partial Payment Estimate

Tim Houle said the overall project is \$2.2 million from a \$2.4 million project. He said the Construction Contract calls for payments to the Contractor, RL Larson Excavating, on a monthly basis. Mr. Houle said RL Larson Excavating has submitted quantities for the work performed in a Partial Payment Estimate (PPE) Number 3, which WSN has verified. He said all PPEs, per the Contract, include 5% retainage held back by the City until the end of construction and they then recommend to start releasing retainage based on the completion of punch list/remaining items.

**COUNCIL MEMBER PEDERSON MOVED TO APPROVE PARTIAL PAYMENT ESTIMATE NUMBER 3 TO RL LARSON EXCAVATING INC. IN THE AMOUNT OF \$718,276.78. COUNCIL MEMBER SWANSON SECONDED THE MOTION. MOTION CARRIED 5-0.**

9.1.C Stormwater Basin Encroachment Agreement with MN Power

Mr. Houle stated a portion of the stormwater infiltration basin which they knew they would be interacting with/cutting across whatever easement MN Power had for their distribution/transmission lines. He said after discussions with MN Power, WSN forwarded the attached License Agreement for Stormwater Basin Encroachment and said it is a no cost Agreement that formalizes both parties having an easement across the same land, MN Power for their distribution/transmission lines and the City for their stormwater basin. He said the City Attorney reviewed this Agreement and has no concerns.

**COUNCIL MEMBER SEILS MOVED TO APPROVE THE LICENSE AGREEMENT FOR STORMWATER BASIN ENCROACHMENT OF 34.5KV LINE NUMBER PWT-531 WITH MN POWER. COUNCIL MEMBER AKERSON SECONDED THE MOTION. MOTION CARRIED 5-0.**

9.2. Maintenance Worker Resignation & Request to Hire

Nancy Malecha stated that Randy Brickweg has submitted his resignation as Maintenance Worker effective June 25, 2020. She stated that Randy has been with the City for less than a year and the City is grateful for Mr. Brickweg's service to the City.

The City Council acknowledged Randy Brickweg's resignation as Maintenance Worker.

Ms. Malecha informed the Council herself and Jason Gorr interviewed applicants on Monday, July 6th to fill the vacancy and they would like to request the Council approve the hiring of Seth Roering.

Council Member Pederson discussed if there was a need for a full-time worker if COVID-19 surged and suggested that it would affect the budget. He suggested hiring a part-time worker. Council Member Akerson agreed they should wait a few months as then they would have a better idea what is happening with COVID-19. Council Member Swanson stated the work is not going to change and she believes they need to replace their workers as they leave.

Mr. Gorr said he does not recommend finding a part-timer and if you are required to have the CDL license then who would want to apply for a part-time job for less pay. Council Member Pederson said many businesses use college kids. Mr. Gorr it will cost the City money without having trained staff. Council Member Seils said they need to staff and staff now therefore they will have a good training time before the winter comes. Council Member Swanson agreed and stated that the City needs to preserve infrastructure because that is what our City is about therefore they need to replace their workers.

**COUNCIL MEMBER SEILS MOVED TO APPROVE THE HIRING OF SETH ROERING AS A FULL-TIME MAINTENANCE WORKER IN THE PUBLIC WORKS DEPARTMENT, AT GRADE 10, STEP 1 ON THE CITY'S CURRENT PAY STRUCTURE AND CONTINGENT UPON SUCCESSFUL BACKGROUND AND PRE-EMPLOYMENT SCREENINGS. COUNCIL MEMBER SWANSON SECONDED THE MOTION. MOTION CARRIED 3-2. COUNCIL MEMBER AKERSON AND PEDERSON OPPOSED.**

9.3. Cooperative Road Project Request for Proposals

Jason Gorr said the Cooperative Road Project Workgroup has been working to find coordinated street improvements for the areas of their bordered and connected roads, specifically Akerson Road, Buschmann Road, Nelson Road, and Wild Acres Road. He said the Workgroup consists of staff and elected officials from the City of Pequot Lakes, City of Breezy Point, Ideal Township, and Jenkins Township.

He said at conclusion of the last meeting, the consensus of the Workgroup was to professionally quantify the needs of design, cost, engineering, and analysis if the governing bodies wanted to pursue the potential for rebuilding the roads to County standards, with the end goal of then turning over maintenance responsibilities and costs associated with these roads to Crow Wing County. Mr. Gorr stated another option discussed was to compare the potential to simply rebuild to City/Township standards and this could be in a coordinated manner as all of these roads are in significant need for improvements soon.

Mr. Gorr stated the Workgroup is drafting a Request for Proposal (RFP) for the professional design services as noted above. He said he is requesting a

consensus from the Council to proceed with this RFP as the actual acceptance of a proposal and cost will come before you at a later date for your consideration.

The Council consensus is to proceed with a Request for Proposal for the Cooperative Road Project of Akerson, Buschmann, Nelson, and Wild Acres roads for the design and scope for road upgrades and reconstruction.

Nancy Malecha reminded the Council of the City Assessment Policy for future roads.

10. Administration

The following items were received by Council.

- June 11, 2020 draft Park Commission minutes
- June 16, 2020 draft EDC minutes
- June 16, 2020 HRA minutes

10.1. Purchase Agreement for Proposed Lot 2, Block 1, Heart of the Good Life

Nancy Malecha stated that at the June 2<sup>nd</sup> City Council Meeting, the Council authorized her to draft a Purchase Agreement for the sale of approximately four acres in the Heart of the Good Life Development, immediately west of the City's Public Works Facility, with the prospective buyer, Northern States Power Company (Xcel Energy) at a per acre cost of \$45,000. She stated Xcel Energy has agreed to the terms as outlined in the Purchase Agreement which was drafted by the City Attorney.

**COUNCIL MEMBER PEDERSON MOVED TO ADOPT THE RESOLUTION APPROVING THE SALE OF CITY OWNED PROPERTY DESCRIBED AS PROPOSED LOT 2, BLOCK 1, HEART OF THE GOOD LIFE TO NORTHERN STATES POWER COMPANY FOR THE PURCHASE PRICE OF \$45,000 PER ACRE AND DISPENSING WITH REVIEW OF THE SALE BY THE PEQUOT LAKES PLANNING COMMISSION. COUNCIL MEMBER SEILS SECONDED THE MOTION. MOTION CARRIED 5-0.**

10.2. Heart of the Good Life Development Road Name

Nancy Malecha said as part of phase one for the Heart of the Good Life Development, a new road will be created from Derksen Road heading south into this Development. She said the City is in the process of reviewing the preliminary plat for this Development and the City is now in need of a name for this new road. She said she requested road name suggestions from the Economic Development Commission, the Planning Commission, and now the City Council. Ms. Malecha said the following are the suggestions she has received thus far.

- Larsen Memorial Parkway (In honor of Ed Larsen who was the Pequot Lakes Mayor when the Pequot Lakes Industrial Park plat was created and he was a former principal at Pequot Lakes High School.)
- Larsen Parkway

Discussion ensued which road name the Council would like to use.

**COUNCIL MEMBER PEDERSON MOVED TO ADOPT THE ROAD NAME OF LARSON PARKWAY FOR THE NEW ROAD IN THE HEART OF THE GOOD LIFE DEVELOPMENT. COUNCIL MEMBER SWANSON SECONDED THE MOTION. MOTION CARRIED 5-0.**

10.3. 2019 Annual Financial Report

Angie Duus noted that the 2019 Annual Financial Report was prepared to highlight various departmental statistics, organizational chart, budgets, capital improvement plan, revenues and expenses, cash flow analysis and designation, capital outlay carryover, and statement of net position.

10.4. Post-Employment Benefit Valuation Report

Angie Duus informed the Council the City is required to have an actuarial valuation of its Other Post-Employment Benefits (OPEB) every two years. This valuation determines the City's obligation regarding post-employment benefits also referred to as retiree benefits for medical, dental, and other health-related benefits for City retirees to be included in the City's financial audit.

Discussion ensued about this report being required and presented to the Council every two years.

**COUNCIL MEMBER SWANSON MOVED TO ACCEPT THE POST-EMPLOYMENT BENEFIT VALUATION REPORT FOR THE VALUATION YEAR BEGINNING JANUARY 1, 2020 AND THE RECOMMENDATION TO FUND THE CITY'S OPEB OBLIGATION USING THE PAY-AS-YOU-GO (PAYGO) METHOD. COUNCIL MEMBER AKERSON SECONDED THE MOTION. MOTION CARRIED 5-0.**

10.5. Audit Services Proposal

Nancy Malecha presented to Council a proposal from Schlenner Wenner & Co. for audit services for the City for the next three years. She stated that the City Clerk Angie Duus and herself recommend the City accept this proposal from Schlenner Wenner & Co. to conduct the City's 2020- 2022 audits due to their strong collaboration and exceptional service.

**COUNCIL MEMBER AKERSON MOVED TO ACCEPT THE PROPOSAL FROM SCHLENNER WENNER & CO. TO PERFORM AUDIT SERVICES FOR THE**

**CITY'S 2020-2022 AUDITS AT A COST PER YEAR OF \$17,700, \$18,200, AND \$18,740 RESPECTIVELY. COUNCIL MEMBER SEILS SECONDED THE MOTION. MOTION CARRIED 5-0.**

10.6. Call Special City Council Meeting for Capital Improvement Planning & 2021 Budget Work Session

Nancy Malecha requested the Council call a Special City Council Meeting for Tuesday, August 18, 2020 at 5:30 p.m. to review the City's Capital Improvement Plan and 2021 Preliminary Budget.

**COUNCIL MEMBER AKERSON MOVED TO CALL A SPECIAL CITY COUNCIL MEETING FOR AUGUST 18, 2020 AT 5:30 P.M. TO REVIEW THE CITY'S CAPITAL IMPROVEMENT PLAN AND 2021 PRELIMINARY BUDGET. COUNCIL MEMBER SEILS SECONDED THE MOTION. MOTION CARRIED 5-0.**

10.7. HRA Commission Appointment

Nancy Malecha stated there is currently one vacancy on the HRA Commission. She said Deborah Botham and Clara Nelson have submitted applications for appointment and the HRA Commission Chair Robert Ritter is recommending the Council appoint Deborah Botham to fill the vacancy.

Council Member Akerson stated that he received a lot of calls over the weekend from people asking what is happening at the HRA. He asked if the appointment can be postponed for a month as he would like to review the information he has received.

Ms. Malecha reminded the Council the City does not have authority over the HRA and the only thing that the City does for them is appoint their Commission Members and approve their levy.

**COUNCIL MEMBER AKERSON MOVED TO TABLE THE APPOINTMENT THE HOUSING & REDEVELOPMENT AUTHORITY COMMISSIONER UNTIL THE AUGUST 4, 2020 COUNCIL MEETING. COUNCIL MEMBER SEILS SECONDED THE MOTION. MOTION CARRIED 5-0.**

10.8. City Administrator's Resignation & Proposal for City Administrator Search

Nancy Malecha stated that she has submitted her resignation as City Administrator and her last day will be on July 24, 2020. She stated that she is honored and grateful to have served the Pequot Lakes Community for the past 18 years and said it has been a privilege to work alongside all of you during her tenure.

The City Council acknowledged Ms. Malecha's resignation as City Administrator.

Liza Donabauer from David Drown Associates presented to Council a cover letter, proposal, and profile sample to aid in the search for a City Administrator for Pequot Lakes.

Council Member Seils asked if the position is advertised on the League of MN Cities Website and Ms. Donabauer said that yes it will be on the League and National League.

Council Member Pederson stated that since they will not be paying a current Administrator for a few months they will have the money to hire David Drown and Associates.

Council Member Swanson asked how it will work if there is no City Administrator for that amount of time. Ms. Malecha suggested the Council put someone in the position for an interim basis. Discussion ensued about Ms. Malecha obtaining a list of potential Interim Administrators for the Council to review.

Council Member Pederson suggested ideas and to have a discussion with the City Clerk/Treasurer and City Staff to receive their suggestions and input. He suggested having Council Liaison's in the meantime. Discussion ensued about having the Personal Committee discuss needs with the City Clerk/Treasurer and City Staff.

**COUNCIL MEMBER SWANSON MOVED TO ACCEPT THE CITY ADMINISTRATOR SEARCH PROPOSAL FROM DAVID DROWN ASSOCIATES IN THE AMOUNT OF \$21,000 WITH THE POTENTIAL TO RECEIVE \$7,500 TO BE PAID BY SOURCEWELL. COUNCIL MEMBER SEILS SECONDED THE MOTION. MOTION CARRIED 4-0.**

Nancy asked if the Council still wants her to reach out to the League to find an interim.

10.9. Authorizing Mayor Pro Tem to Sign Checks and Bank Documents

Nancy Malecha said the City's policy requires two signatures on bank transactions and checks issued by the City. She said currently the Mayor and City Administrator are authorized signers for the City. She stated upon her resignation she is recommending that the Mayor and Mayor Pro Tem be authorized signers for the City until a City Administrator is hired. Discussion ensued about other City staff signing checks and Ms. Malecha stated that it is not recommended by the auditors to ensure there is a separation of duties among preparing checks and signing them.

**COUNCIL MEMBER AKERSON MOVED TO AUTHORIZE MAYOR PRO TEM CHERI SEILS TO SIGN CITY ISSUED CHECKS AND BANK DOCUMENTS UNTIL A CITY ADMINISTRATOR IS HIRED. COUNCIL MEMBER PEDERSON SECONDED THE MOTION. MOTION CARRIED 5-0.**

10.10. CARES Act Funding

Nancy Malecha stated that Mayor Tayloe received an email from Representative Josh Heintzeman informing him that the CARES Act Funding Bill has been approved to distribute federal dollars to Counties, Cities, and Towns for COVID-19 related expenses incurred due to the pandemic and the revenue declines that will result from the economic impacts. She said the appropriation amount for the City of Pequot Lakes is \$176,748.

She said there is a non-exhaustive list of eligible and ineligible expenditures that are/are not permitted for CARES Act funds, requirements and instructions for local governments receiving these funds, a Certification Form that must be submitted prior to disbursement of the funds (and no later than 9-15-20), guidance, and frequently asked questions for the Council to consider. She said at this time, there are many more questions than answers as to what is considered eligible expenditures for local governments and it is her hope that continued guidance will be available as more information is gathered.

Ms. Malecha stated if the City does not use all of the funds the remaining will go to the County.

Discussion ensued of eligible expenditures permitted for CARES Act funds and updating the Council on the August 4, 2020 Council meeting.

11. Other Business

There was no other business.

12. Adjournment

There being no further business, **COUNCIL MEMBER AKERSON MOVED TO ADJOURN. COUNCIL MEMBER SEILS SECONDED THE MOTION. MOTION CARRIED 5-0.**

The meeting of the City Council adjourned at 8:31 p.m.

Respectfully submitted,

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Angie Duus  
City Clerk/Treasurer

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Cheri Seils  
Mayor Pro-Tem