



CITY OF TOWER
Public Hearing
Regular Meeting Minutes
Civic Center
August 14, 2023

1. Call to Order / Roll Call

Mayor David Setterberg called the meeting to order at 5:30 PM.

Present: Councilor Joe Morin, Councilor Robert Anderson, Councilor Josh Zika, Councilor Kevin Norby, and Mayor David Setterberg

Absent: None

Staff / Contractors Present: Clerk/Treasurer Michael Schultz, Hoodoo Campground Manager Randy Pratt, City Attorney Mitch Brunfelt*, Walker Giroux & Hahne Lead Auditor Devin Ceglar

Others present: Steve Altenburg, Marshall Helmberger, Dave Rose, John Bassing*, one unidentified individual*

*E-attendee

2. Accept Agenda

Agenda Items 4.3 Minutes from July 10, 2023 Regular Meeting and 4.4 Minutes from July 10, 2023 Public Hearing were stricken. Motion by Councilor Morin to accept the agenda. Second by Councilor Anderson. Motion passed unanimously.

3. Public Input / Correspondence

Dave Rose spoke about a potential primitive campground adjacent to his RV Park across East Two River on his property.

4. Consent Agenda

4.1. Reports

4.2. Minutes from June 12, 2023 Regular Meeting

~~4.3. Minutes from July 10, 2023 Regular Meeting~~

~~4.4. Minutes from July 10, 2023 Public Hearing~~

4.5. Claims Register

Motion by Councilor Morin to approve the consent agenda. Second by Councilor Anderson. Motion passed unanimously.

5. Special Topic

5.1. Audit, Exit Conference

Walker, Giroux, and Hahne Lead Auditor Devin Ceglar presented the 2022 Financial Statement (Audit) Exit Conference.

6. Old Business

6.1. Gundersen Trust, Update

Clerk/Treasurer Schultz explained no activity has taken place regarding the Gundersen Trust since the last update. Council will continue to be notified of any updates.

6.2. Project, Tower Trailhead Updates

Motion by Councilor Morin to authorize the purchase of the Green Flush restroom with the final details to be worked out by the Projects Committee. Second by Councilor Norby. Motion passed unanimously.

6.3. Housing, MN Housing Partnership Update

Mayor Setterberg, Councilor Morin, and Clerk/Treasurer Schultz provided an informational update. The first workshop took place, and a follow up meeting was held with the Core Team. Relevant updates will be brought to the full Council.

6.4. Project, Depot Roof

Clerk/Treasurer Schultz provided an informational update. Construction is scheduled to begin August 15 with the goal of completion by August 18. No action needed from Council at this time.

6.5. Community, Engagement Discussion

Motion by Councilor Morin to create an ad hoc committee to develop ideas for improved community engagement, consisting of Councilor Anderson, Councilor Norby, and Clerk/Treasurer Schultz. Second by Councilor Anderson. Motion passed unanimously.

6.6. Ambulance, Updates

Clerk/Treasurer Schultz provided an informational update surrounding recent corrective action notices from the Emergency Medical Services Regulatory Board and a transfer mileage payment for 2020. No action was taken.

7. New Business

7.1. Hoodoo, Rates and Capital Reserve

Discussion was held surrounding Hoodoo Point Campground rates for the 2024 season. Council will address this at the next Council meeting on September 11.

Motion by Councilor Morin to authorize Clerk/Treasurer Schultz and Hoodoo Campground Manager Pratt to pursue new playground equipment at Hoodoo Point, with no funds expended without Council approval. Second by Councilor Anderson. Motion passed unanimously.

7.2. Grants, Community Coaching Proposal

Motion by Councilor Morin to accept the Proposal from Community Coaching, Inc. (Nancy Larson) for Project Management Services at \$75 per hour, up to 100 hours maximum. Second by Councilor Anderson. Motion passed unanimously.

7.3. Debt, Tax Increment Financing (TIF)

Motion by Councilor Zika to authorize Clerk/Treasurer Schultz to engage with Ehlers Financial and the City Attorney to develop a plan to resolve the Tax Increment Financing Deficit. Second by Councilor Morin. Motion passed unanimously.

7.4. Property, Midco Cell Tower Sale

Motion by Councilor Morin to authorize Clerk/Treasurer Schultz to draft and send a letter to Midcontinent Communications verifying the conditions currently in place will remain after the tower is sold to a new entity, contingent on City attorney review. Second by Councilor Anderson. Motion passed unanimously.

Motion by Councilor Zika to authorize Clerk/Treasurer Schultz to work with the City Attorney to review the First Addendum to Lease Agreement between the City of Tower and Midcontinent Communications prior to agreeing to the addendum. Second by Councilor Anderson. Motion passed unanimously.

7.5. Propane, Bids

Motion by Councilor Morin to authorize Clerk/Treasurer Schultz to put a request for bids for propane for the 2023-2024 season with the bid offers to be brought to a future City Council meeting for review and approval. Second by Councilor Anderson. Motion passed unanimously.

7.6. TEDA, Appointment

Motion by Councilor Zika to appoint Steve Abrahamson to the Tower Economic Development Authority. Second by Councilor Morin. Motion passed unanimously.

8. Adjourn

Motion by Councilor Morin to adjourn at 7:22 PM.

Respectfully submitted,

Michael Schultz
Clerk/Treasurer

Approved by Council:
October 9, 2023