

**MINUTES
CITY OF COSMOS
REGULAR MEETING
December 10, 2020**

A regular meeting of the Cosmos City Council was called to order by Mayor Gary Martin at 5:00 p.m. on Thursday December 10, 2020.

COUNCIL PRESENT: Council Members Tom McCarthy, Angelica Hopp, Emily Van Hatten and Jody Fruetel.

ALSO PRESENT: John Douville, Sarah Miller and David Medina

Adopt Agenda – A motion by Hopp, seconded by McCarthy to adopt the Agenda. Motion carried

Adopt Consent Agenda – A motion by Van Hatton, seconded by Fruetel, to adopt the Consent Agenda. Motion carried.

- a. November 9, 2020 City Council Minutes
- b. Overtime Balances
- c. MMS Report
- d. Meeker County Sheriff – November 2020 Report
- e. Res 20_07 Update Bank Signature Cards

2021 Employee Wages – Councilmember Hopp reviewed the Personnel Committee’s annual evaluations with the City Council. Discussion were held regarding wage increases, if any. While the consensus was the city employees were meeting their responsibilities, general discussion was held regarding past practices and going forward.

A motion by Van Hatten, seconded by Hopp, to approve three percent (3%) wage increases for the city employees for 2021. Motion carried.

City Engineers Report – City Engineer Josh Halvorson reported on the progress of the 2021 road project.

December 10, 2020 Bills List - A motion by McCarthy, seconded by Fruetel, to approve the December 10, 2020 Bills list with check numbers from 14612-14681 for \$108,808.52. Motion carried.

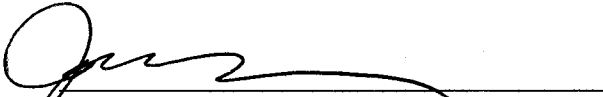
Open City Council Position - A motion by Van Hatten, seconded by Fruetel, to accept letters of interest for the open city council position by February 1, 2021. The position would be a two year term. The City Council will review and recommend an appointment at the February 11, 2021 City Council meeting. Motion carried.

City of Lake Lillian Administrative Contract - A motion by McCarthy, seconded by Fruetel, to give notice to the City of Lake Lillian that the shared Administrative Agreement between the two cities will be discontinued as of June 30, 2021. Motion carried.

Mayor Martin – Thank everyone for their work and support for the last two years he was mayor. City Councilmembers and staff thanked him for his leadership and guidance during his tenure.

Next City Council Meeting – The next city council meeting is scheduled for 5:00 p.m. Thursday, January 14, 2021. The agenda will be posted in the city office window, post office and bank vestibule by Tuesday afternoon. Any change in meeting dates or times will be displayed on the digital sign.

Motion to Adjourn - A motion by Van Hatten, seconded by McCarthy, to adjourn at 6:00 p.m. Motion carried.



John A. Douville, Administrator/Clerk

**MINUTES
CITY OF COSMOS
REGULAR MEETING
November 9, 2020**

A regular meeting of the Cosmos City Council was called to order by Mayor Gary Martin at 5:00 p.m. on Monday, November 9, 2020.

COUNCIL PRESENT: Council Members Tom McCarthy, Angelica Hopp, Emily Van Hatten and Jody Fruetel.

ALSO PRESENT: John Douville and David Medina

Adopt Agenda – A motion by Fruetel, seconded by Hopp to adopt the Agenda. Motion carried

Adopt Consent Agenda – A motion by McCarthy, seconded by Van Hatton, to adopt the Consent Agenda. Motion carried.

- a. October 8, 2020 City Council Minutes
- b. Overtime Balances
- c. MMS Report
- d. Meeker County Sheriff – Oct 2020 Report
- e. Liquor License – Mug Shots
- f. Oct 2020 Bank Reconciliation

November 9, 2020 Bills List - A motion by Van Hatten, seconded by McCarthy, to approve the November 9, 2020 Bills list with check numbers from 14558-14611 for \$157,229.87. Motion carried.

Public Hearing Utility Assessments 2020 Pay 2021 – A motion by McCarthy, seconded by Hopp, to recess the city council meeting and open the Utility Assessment Public Hearing at 5:30 p.m. Motion carried.

There were no residence or property owners in attendance and no written comments were received for the 2020 Pay 2021 Utility Assessment Hearing.

A motion by Van Hatten, seconded by Hopp, to close the public hearing and reconvene the city council meeting at 5:35 p.m.. Motion carried.

Resolution 20_007 2020 Pay 2021 Utility Assessments – A motion by McCarthy, seconded by Hopp, approve Resolution 20_007 Certifying the 2020 Pay 2021 Utility Assessments. Motion carried.

Canvas 2020 Election– A motion by Van Hatten, seconded by Fruetel, to approve the election totals for the City of Cosmos municipal election as follows: With 231 voters, the final results were.

Mayor

Tom McCarthy 186

Write In's 23

City Councilmember 4-year term (Vote for Two)

Jody Fruetel 170

Angelica Hopp 151

Write In's 25

City Councilmember 2-year term (Vote for One)

Emily Van Hatten 180

Write In's 17


Motion carried.

Public Works – Dave Medina, public works supervisor, reported that well #4 was up and running again. New street signs have come in and will be put up as time allows.

The ballfield fence has been installed. A few spring items will need to be taken care of by city/volunteers but the Council was pleased with the installation. A special thank you to the following businesses and organizations that donated to the new ballfield fence; Cosmos Lions, Community Club, Falcon Industries, Home State Bank and Cosmos Industries.

Next City Council Meeting – The next city council meeting is scheduled for 5:00 p.m. Thursday, December 10th, 2020. The agenda will be posted in the city office window, post office and bank vestibule by Tuesday afternoon. Any change in meeting dates or times will be displayed on the digital sign.

Motion to Adjourn - A motion by Van Hatten, seconded by Fruetel, to adjourn at 5:40 p.m. Motion carried.


John A. Douville, Administrator/Clerk

**MINUTES
CITY OF COSMOS
REGULAR MEETING
October 8, 2020**

A regular meeting of the Cosmos City Council was called to order by Mayor Gary Martin at 5:00 p.m. on Thursday, October 8, 2020.

COUNCIL PRESENT: Council Members Tom McCarthy, Angelica Hopp, Emily Van Hatten and Jody Fruetel.

ALSO PRESENT: Josh Halvorson, John Douville and David Medina

Adopt Agenda – A motion by Hopp, seconded by McCarthy to adopt the Agenda. Motion carried

Adopt Consent Agenda – A motion by Fruetel, seconded by Van Hatton, to adopt the Consent Agenda. Motion carried.

- a. Sep 10, 2020 City Council Minutes
- b. Overtime Balances
- c. MMS Report
- d. Meeker County Sheriff – Sep 2020 Report

VISITORS PRESENTATIONS

There were approximately a dozen residents present to discuss the new enforcement of unlicensed vehicles operating on the streets of Cosmos. Some parents were upset that the deputy sheriffs were stopping their youth from driving around town. Deputy Sheriff Stock, who was present at the city council meeting reviewed the requirements to drive 4x4's, golf carts, lawn mowers etc. on the streets.

Discussion was heard regarding a possible city ordinance allowing the use of these vehicles on the streets but that ordinance will still require the minimum age to be 16. No action was taken by the city council

Meeker County Sheriff's Office – Deputy Sherriff Stock reviewed of September's activity.

City Engineer – Josh Halvorson, Bolton-Menk was present to review the current status of the USDA Rural Development application for the 2021 road construction project.

October 8, 2020 Bills List - A motion by Van Hatten, seconded by McCarthy, to approve the October 8, 2020 Bills list with check numbers from 14562-14557 for \$74,627.41. Motion carried.

Ballpark Fence Improvements – A motion by Hopp, seconded by Van Hatten, hire Century Fence Company to install the 8' high outfield fence of 801' for \$26,500. Motion carried.

Mayor Martin noted donations towards the ballfield fence from the Community Club of \$1,000, Cosmos Industries \$7,000, PEC Recycling \$250, Falcon Industries \$750, Home State Bank \$500 and the American Legion \$7,000. The City Council and the community are extremely grateful for these organizations to give back to the community.

Lot Split Request PID 21-027600 – A motion by Fruetel, seconded by McCarthy, to approve the lot split request for 500 Milkyway S. PID 20-027600 creating two lots, one 50' x 100' and 50' x 150'. Motion carried.

Utility and Maintenance Assessments Public Hearing – A motion by Mccarthy, seconded by Fruetel, to approve a public hearing for utility and maintenance assessments for 5:15 p.m. Monday, November 9th, 2020. Motion carried.

Firefighter CARES Funding – A motion by Van Hatten, seconded by McCarthy, to authorize the Cosmos Fire Department to purchase \$9,644 in supplies with CARES Grant money. Motion carried

Public Works – Dave Medina, public works supervisor, reported the automatic controls in the water plant are not working properly. They are currently working on a solution. The base of the wastewater lift station is busted and replacement may be moved up to the 2021 construction year.

Medina requested to purchase a grappler for the tool cat at a cost of \$2,500. The council wanted to look at costs to rent that equipment if needed.

It was noted that LTD Broadband has placed their equipment on the water tower and will begin programing the internet equipment over the next several weeks.

Whitcomb Drainage is interested in buying the safety box for utility repairs. The city does not need the box as we do not do our own repairs. Mayor Martin will look into getting a fair market value for the box.

Static Sewer Charge - A motion by McCarthy, seconded by Fruetel, to charge a flat monthly sewer rate to PEC Recycling rather than putting in an additional meter just for the bathroom. Motion carried.

Motion to Adjourn - A motion by Hopp, seconded by McCarthy, to adjourn at 6:24 p.m. Motion carried.



John A. Douville, Administrator/Clerk

**MINUTES
CITY OF COSMOS
REGULAR MEETING
September 10, 2020**

A regular meeting of the Cosmos City Council was called to order by Mayor Gary Martin at 5:00 p.m. on Thursday, September 10, 2020.

COUNCIL PRESENT: Council Members Tom McCarthy, Angelica Hopp, and Jody Fruetel. Councilmember Emily Van Hatten arrived at 5:15 p.m.

ALSO PRESENT: Josh Halvorson, John Douville and David Medina

Adopt Agenda – A motion by Hopp, seconded by McCarthy to adopt the Agenda. Motion carried

Adopt Consent Agenda – A motion by Fruetel, seconded by Hopp, to adopt the Consent Agenda. Motion carried.

- a. August 6, 2020 City Council Minutes
- b. Overtime Balances
- c. Meeker County Sheriff – Aug 2020 Report

VISITORS PRESENTATIONS

John Smith, Meeker County Commissioner Candidate – was present to discuss his campaign for the Meeker County Commissioner position.

Meeker County Sheriff's Office – review of August's activity.

5:15 p.m.

City Engineer – Josh Halvorson, Bolton-Menk was present to review the current status of the USDA Rural Development application for the 2021 road construction project.

Soil Borings - A motion by Hopp, seconded by McCarthy, to approve soil borings for the 2021 Road Project at a cost of \$14,780. Motion carried.

September 10, 2020 Bills List - A motion by McCarthy, seconded by Hopp, to approve the September 10, 2020 Bills list with check numbers from 14451-14561 for \$76,671.79. Motion carried.

Ballpark Fence Improvements – A motion by McCarthy, seconded by Hopp, to hire Mike Walter Construction for the 18' high 56' long backstop fence at a cost of \$5,636 and to hire Century Fence Company to install the outfield fence of 801' for \$19,850. Motion carried

2021 Final General Fund Budget– A motion by Fruetel, seconded by McCarthy, to approve the 2021 General Fund Budget of \$555.559. Motion carried

2021 Final Property Tax Levy – A motion by Fruetel, seconded by Van Hatten, to approve the Final 2021 Property Tax Levy of \$287,263, representing a zero percent increase in the Property Tax Levy. Motion carried.

Firefighter Training – A motion by Fruetel, seconded by Van Hatten, to authorize the Cosmos Fire Department to allow Firemen to participate in fire retention activities to their level of training. Motion carried

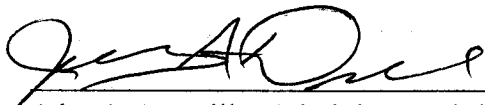
Civil Defense Siren – A motion by Hopp, seconded by Van Hatten, to purchase a Civil Defense Siren with battery backup at \$21,000. Motion carried.

LTD Broadband – A motion by Van Hatten, seconded by Fruetel, to authorize LTD Broadband to install wireless internet antennas on the water tower. Motion carried.

Hospice Tree – A motion by Van Hatten, seconded by McCarthy, to remove the easement in place for the hospice tree site. Motion carried.

Well #4 – Dave Medina, public works supervisor, reported that the pump for well #4 was not working properly and will have to be repaired.

Motion to Adjourn - A motion by Van Hatten, seconded by Hopp, to adjourn at 7:05 p.m. Motion carried.



John A. Douville, Administrator/Clerk

**MINUTES
CITY OF COSMOS
REGULAR MEETING
August 6, 2020**

A regular meeting of the Cosmos City Council was called to order by Mayor Gary Martin at 5:00 p.m. on Thursday, July 6, 2020.

COUNCIL PRESENT: Council Members Tom McCarthy, Angelica Hopp, Emily Van Hatten and Jody Fruetel.

ALSO PRESENT: Josh Halvorson, Jason Danielson, John Douville and David Medina

Adopt Agenda – A motion by Fruetel, seconded by McCarthy to adopt the Agenda. Motion carried

Adopt Consent Agenda – A motion by Hopp, seconded by Van Hatten, to adopt the Consent Agenda. Motion carried.

- a. July 6, 2020 City Council Minutes
- b. Overtime Balances
- c. 2020 Election – City Council Filing Dates - July 28 – Aug 11th.
- d. August 8th Cosmos Clean-up Day
- e. Res 20_07 Council to Sell Real Property -Daniel and Angie Cairl
- f. Meeker County Sheriff – July 2020 Report

VISITORS PRESENTATIONS

Cosmos Legion – Ron Mortenson presented a check for benches at the park on behalf of the Legion for \$133.51.

Meeker County Sheriff's Office – Deputy Danielson was present to review July's activity.

City Engineer – Josh Halvorson, Bolton-Menk was present to review the current status of the USDA Rural Development application for the 2021 road construction project.

Dan Self 310 Milkyway S, was present to discuss annulling easement for the tree lighting and benches on that property. The city will verify that it is no longer needed and if so, remove the easement.

PECC Recycling – was present to discuss installing a water use only meter for their new operation.

Water Only Meter - A motion by Van Hatten, seconded by Fruetel, to approve installing a water usage only meter at PECC Recycling. Motion carried.

August 6, 2020 Bills List - A motion by Fruetel, seconded by Van Hatten, to approve the August 6, 2020 Bills list with check numbers from 14400-14450 for \$65,494.14. Motion carried.

Recess City Council Meeting for Public Hearing on Wellhead Protection Plan – A motion by McCarthy, seconded by Hopp, to recess the City Council meeting and open the public hearing on the Draft Wellhead Protection Plan at 5:30 p.m. Motion carried

Robyn Hoerr, MN Rural Water Association was present to review the draft plan for the Cosmos Wellhead Protection Area. She stated there was more info needed on Well #1 or #2, records on old creamery well, depth, sealing records, etc. but overall the plan was complete.

There was one positive written response received by the city but otherwise no additional comments were presented.

Close Public Hearing – A motion by Fruetel, seconded by McCarthy, to close the Public Hearing on the wellhead protection plan at 5:39 p.m. Motion carried

Reconvene Regular City Council Meeting – A motion by Van Hatten, seconded by Hopp, to reconvene the regular city council meeting 5:40 p.m. Motion carried

Cosmos Wellhead Protection Plan – A motion by Hopp, seconded by McCarthy, to accept the Cosmos Wellhead Protection Plan. Motion carried

2021 General Fund Budget Overview – Administrator Douville reviewed the changes in the 2021 General Fund Budget. City Councilmembers asked staff to increase the proposed park capital improvement budget from \$21,000 to \$35,000. There may be potential to do park improvements yet in 2020 with the 2021 budgeted funds to replace the use of reserves if those projects happen in 2020.

Mosquito Spraying - A motion by Hopp, seconded by Fruetel, to publish an article about mosquito spraying in the September and October Gazette. Motion carried.

Resolution 20_06 Increase Fire Relief Annual Benefit to \$1,400 - A motion by Hopp, seconded by Fruetel, approve of the annual fire relief retirement benefit to increase from \$1,300 per year of service to \$1,400 per year of service. In addition, the safety funding ratio is to be increased to 135% from 125% to protect the City of Cosmos taxpayers. Motion carried.

Seasonal Employment - A motion by McCarthy, seconded by Fruetel, to hire Mason Studemann for seasonal help at \$10/hour. Motion carried.

Utility Locator - A motion by Hop, seconded by McCarthy, to purchase a new utility locator for \$4,993 net of trade in. Motion carried.

CARES Funding - A motion by Hop, seconded Van Hatten, to share \$5,000 of the city's CARE funding with ACGC to provide remote learning for the 2020/21 school year. Motion carried.

Motion to Adjourn - A motion by Van Hatten, seconded by McCarthy, to adjourn at 7:05 p.m. Motion carried.


John A. Douville, Administrator/Clerk

**MINUTES
CITY OF COSMOS
REGULAR MEETING
July 6, 2020**

A regular meeting of the Cosmos City Council was called to order by Mayor Gary Martin at 5:00 p.m. on Monday, July 6, 2020.

COUNCIL PRESENT: Council Members Tom McCarthy, Angelica Hopp, Emily Van Hatten and Jody Fruetel.

ALSO PRESENT: John Douville and David Medina

Adopt Agenda – A motion by Fruetel, seconded by Hopp to adopt the Agenda. Motion carried

Adopt Consent Agenda – A motion by McCarthy, seconded by Van Hatten, to adopt the Consent Agenda. Motion carried.

- a. June 11, 2020 City Council Minutes
- b. Overtime Balances
- c. Temporary Liquor License – Cosmos Lions Sep 5-7, 2020
- d. 2020 Election – City Council Filing Dates - July 28 – Aug 11th.

VISITORS PRESENTATIONS

Paul Johnson – Candidate for Meeker County Commissioner was present to review his campaign for the commissioner position.

John Smith – Candidate for Meeker County Commissioner was present to review his campaign for the commissioner position.

Meeker County Sheriff's Office – Deputy Schafer was present to review June's activity.

July 6, 2020 Bills List - A motion by Fruetel, seconded by Van Hatten, to approve the July 6, 2020 Bills list with check numbers from 14364-14399 for \$150,420.64. Motion carried.

Recess City Council Meeting for Public Hearing on Mosquito Abatement – A motion by Hopp, seconded by Fruetel, to recess the City Council meeting and open the public hearing on Mosquito Abatement at 6:00 p.m. Motion carried

With thirty to forty people present, several audience members presented their opinion on whether to discontinue mosquito spraying or not. Lee Danielson, who originally presented the petition to discontinue

mosquito spraying, was opposed to the city continuing to spray. All other members who spoke were in favor of the continued spraying of mosquitos. Some residents provided background on the chemical used to spraying mosquitos and felt it was a safe way to abate the nuisance.

By statute, once a petition is presented, the City Council can immediately abate mosquito spraying or put the question on the November General Election.

Close Public Hearing – A motion by McCarthy, seconded by Van Hatten, to close the Public Hearing on mosquito abatement at 6:27 p.m. Motion carried

Reconvene Regular City Council Meeting – A motion by Hopp, seconded by McCarthy, to reconvene the regular city council meeting 6:27 p.m. Motion carried

Councilmember Hopp thanked the residents for participating and their respective comments.

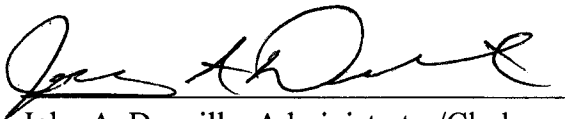
Mosquito Abatement on Ballot – A motion by Hopp, seconded by Fruetel, to place the mosquito abatement question on the November ballot. Motion carried

Council Meeting Date Changes - A motion by Van Hatten, seconded by Fruetel, to change the August and November council meetings to August 6th and November 9th at 5:00 p.m. Motion carried.

Department Heads – Public Works David Medina discussed the upcoming seal coating project. Administrator Douville requested general feedback to begin drafting 2021 budget. New picnic tables, a capital plan for the ballpark and a future brush site were discussed.

Councilmember Van Hatten discussed a Spacefest softball tournament for July 18-19th. Mugshots would have an indoor band on Friday, possible bean bag tournament.

Motion to Adjourn - A motion by McCarthy, seconded by Van Hatten, to adjourn at 6:30 p.m. Motion carried.



John A. Douville, Administrator/Clerk

**MINUTES
CITY OF COSMOS
REGULAR MEETING
June 11, 2020**

A regular meeting of the Cosmos City Council was called to order by Mayor Gary Martin at 5:00 p.m. on Thursday, June 11, 2020.

COUNCIL PRESENT: Council Members Tom McCarthy, Angelica Hopp, Emily Van Hatten and Jody Fruetel.

ALSO PRESENT: John Douville, David Medina, Jason Danielson and Josh Halvorson

Adopt Agenda – A motion by Hopp, seconded by McCarthy, to adopt the Agenda. Motion carried

Adopt Consent Agenda – A motion by Hopp, seconded by McCarthy, to adopt the Consent Agenda. Motion carried.

- a. May 14, 2020 City Council Minutes
- b. Overtime Balances
- c. Contract – Ambulance Ridgewater Training

VISITORS PRESENTATIONS

Josh Halvorson, Bolton-Menk – Mr. Halvorson discussed the process of the 2021 street project. He stated there would be personnel working throughout the summer locating utilities and property lines in preparation of the upcoming project.

Brandon Olson Utility Bill – Brandon Olson requested consideration for a water line break. He asked for forgiveness of the sanitary sewer portion of the bill. A motion by Fruetel, seconded by Hopp, to approve a reduction of \$300 on the sewer portion of the utility bill. Motion carried.

Cosmos American Legion – Ron Mortenson was present on behalf of the American Legion. They would like to add a third flagpole to the monument. A motion by Fruetel, seconded by Van Hatten, to approve the placement of the third flagpole in the park. Motion carried.

Meeker County Sheriff – Deputy Jason Danielson was present on behalf of the Meeker County Sheriff's department to review April and May police calls.

June 11, 2020 Bills List - A motion by McCarthy, seconded by Van Hatten, to approve the May 14, 2020 Bills list with check numbers from 14326-14363 for \$83,696.41. Motion carried.

Utility Disconnect Policy – A motion by Van Hatten, seconded by Hopp, to allow fourteen days at the date of the postmark for residents to pay their past due utility or make satisfactory arrangements to avoid disconnection of services. Motion carried.

2020 Street Crack Sealing/Seal Coating – A motion by Fruetel, seconded by McCarthy, authorize the public works committee to select the most favorable quotes for the 2020 crack sealing and seal coating of the streets. The amounts not to exceed \$10,000 for crack sealing and \$55,000 for seal coating. Motion carried

Covid-19 Reopening Plan – A motion by McCarthy, seconded by Hopp, to approve the City of Cosmos Covid-19 Reopening Plan. Motion carried

- a. Mosquito Spraying** – A motion by Van Hatten, seconded by Fruetel, to continue mosquito spraying with the original street/alley coverage for 2020. Motion carried.


Department Heads – David Medina, Public Works discussed putting new trees in the city budget to replace dead or dying trees on city property throughout the community. Dave Medina and Angelica Hopp will review getting new banners for main street to replace worn out banners.

Ball Diamond Work - A motion by Hopp, seconded by Van Hatten, to approve \$5,000 for initial improvements to the ball diamond. Motion carried

Fire Chief Fruetel stated they were going to continue with the raffle for the Cosmos Fire Relief. There will be guns and three \$100's in cash raffled off.

Ambulance Director Emily Van Hatton discussed the ambulance repairs and Allina Health providing emergency coverage for the City of Cosmos at no cost to the city.

Motion to Adjourn - A motion by Hopp, seconded by Fruetel, to adjourn at 6:46 p.m. Motion carried.



John A. Douville, Administrator/Clerk

**MINUTES
CITY OF COSMOS
REGULAR MEETING
May 14, 2020**

A regular meeting of the Cosmos City Council was called to order by Mayor Gary Martin at 5:00 p.m. on Thursday, May 14, 2020.

COUNCIL PRESENT: Council Members Tom McCarthy, Angelica Hopp, Emily Van Hatten and Jody Fruetel.

ALSO PRESENT: John Douville, David Medina and Josh Halvorson

Adopt Agenda – A motion by Fruetel, seconded by Van Hatten, to adopt the Agenda. Motion carried

Recess City Council Meeting for Public Hearing on Improvements – A motion by Fruetel, seconded by Van Hatten, to recess the City Council meeting for the hearing on Public Improvements at 5:05 p.m. Motion carried

City Engineer Josh Halvorson, Bolton-Menk Engineering was present to review the economic and environmental impacts, service area, alternatives to the project and potential funding sources.

There were several residents in attendance: Kathy Jackson, Linda Hopp, and Mark Minnick. No written comments were received. No public comments were made during the hearing.

Reconvene Regular City Council Meeting – A motion by Fruetel, seconded by Van Hatten, to close the Public Hearing on Improvements and reconvene the regular city county meeting at 5:15 p.m. Motion carried

Adopt Consent Agenda – A motion by Hopp, seconded by McCarthy, to adopt the Consent Agenda. Motion carried.

- a. March 12, 2020 City Council Minutes
- b. Overtime Balances
- c. Notice for Public Hearing- Wellhead Protection Plan – 5:30 p.m. Aug 13, 2020
- d. Meeker County Sheriff's Dept. March-April Report
- e. April 2020 Bank Reconciliation
- f. April 2020 YTD Revenue Expenditure Report

VISITORS PRESENTATIONS

City Auditor – Sarah Oberloh, Oberloh & Oberloh CPA was present to review the 2019 City Audit. The City finished 2019 above budget and in good financial condition.

Motion to Approve the 2019 City of Cosmos Audit - A motion by Fruetel, seconded by Hopp, to approve the 2019 City of Cosmos Audit. Motion carried.

Utility Shut Offs – Mike Ikay, owner of the trailer court was concerned regarding shutting off utilities in a timely manner. The City was not shutting off utilities during the Covid-19 crisis and would review the shut off policy at a future meeting.

Mugshots Bar and Grill. – Brent Minor was present to discuss a soft opening for his customers at Mugshots. He assured the City Council that he would be cautious with customers, food service and overall operations. No action taken by the City Council.

Josh Halvorson, Bolton-Menk – Mr. Halvorson presented a more in depth review of the potential infrastructure improvements for 2021. He answered general questions from the City Council and residents.

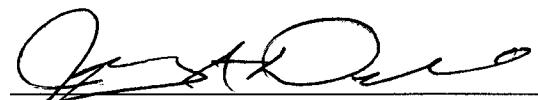
Resolution 2020_05 Ordering of Improvements and Preparation of Plans – A motion by Van Hatten, seconded by Fruetel, to approve Resolution 2020_05 Ordering of Improvements and Preparation of Plans for the 2021 Infrastructure and Utility Improvements. Motion carried.

May 14, 2020 Bills List - A motion by Fruetel, seconded by Van Hatten, to approve the May 14, 2020 Bills list with check numbers from 14235-14325 for \$152,219.67. Motion carried.

Department Heads – City staff reviewed getting quotes for seal coating for the balance of the city streets that are not in Phase I of the 2021 infrastructure improvements.

David Medina presented quotes for parking striping for main street at \$800 and for the city hall parking lot at \$300.

Motion to Adjourn - A motion by Hopp, seconded by Van Hatten, to adjourn at 8:30 p.m. Motion carried.



John A. Douville, Administrator/Clerk

**MINUTES
CITY OF COSMOS
REGULAR MEETING
March 12, 2020**

A regular meeting of the Cosmos City Council was called to order by Mayor Gary Martin at 5:00 p.m. on Thursday, March 12, 2020.

COUNCIL PRESENT: Council Members Tom McCarthy, Angelica Hopp and Emily Van Hatten

COUNCIL ABSENT: Jody Fruetel

ALSO PRESENT: John Douville, David Medina and Josh Halvorson

Adopt Agenda – A motion by Hopp, seconded by McCarthy, to adopt the Agenda. Motion carried

Adopt Consent Agenda – A motion by McCarthy, seconded by Van Hatten, to adopt the Consent Agenda. Motion carried.

- a. February 6, 2020 City Council Minutes
- b. Overtime Balances
 - 1. Annual Savings Report
 - 2. Daily Activity Report

VISITORS PRESENTATIONS

Legion Park Monument – Ron Mortenson was present to discuss Legion monument project. They would like to continue on their project with two new 35' flag poles along with pavers and benches. Mr. Mortenson provided a check for \$8,000 for the new equipment.

Authorized Park Work - A motion by Hopp, seconded by Van Hatten, to authorize the American Legion Post 126 to make improvements in the park. Motion carried.

March 12, 2020 Bills List - A motion by Hopp, seconded by McCarthy, to approve the March 12, 2020 Bills list with check numbers from 14190-14234 for \$66,925.40. Motion carried.

Toolcat Trax System – City staff felt the trax system for the toolcat was not effective for city use. It was recommended to sell the system back to Farm-Write of Willmar for Credit on city account. A motion by Van Hatten, seconded by McCarthy, to approve the return of the Toolcat Trax system to Farm-Rite of Willmar for \$13,500 credit. Motion carried.

Resolution 2020_02 2020 Wages - A motion by Hopp, seconded by McCarthy, to approve Resolution 2020_02 2020 Wages, retroactive to January 1, 2020. Motion carried.

Banyon Data Payroll Software - A motion by Hopp, seconded by Van Hatten, to approve purchase of Banyon Data Software for a cost of \$3,285. Motion carried.

Resolution 2020_03 Conflict of Interest Policy - A motion by McCarthy, seconded by Hopp, to approve Resolution 2020_03 Conflict of Interest Policy. Motion carried.

Resolution 2020_04 USDA RD Apply Authorization - A motion by McCarthy, seconded by Van Hatten, to approve Resolution 2020_04 RD Apply Authorization. Motion carried.

Playground Build - A motion by Hopp, seconded by McCarthy, to approve the volunteer playground build at a cost of \$13,079 with build date to be determined. Motion carried.

Professional Engineering Services - A motion by McCarthy, seconded by Van Hatten, to select Bolton-Menk Engineering for the planned application, engineering and construction management for replacement or rehabilitation of the city's utility infrastructure system. Motion carried.

April Council Meeting Date - A motion by Hopp, seconded by Van Hatten, to move the April council meeting to 5:00 p.m. Tuesday, April 7, 2020. Motion carried.

Chevy C-60 - A motion by Hopp, seconded by Van Hatten, to put out for bids the Chevrolet C-60 for sale. Motion carried.

Brush Site – Mayor Martin noted that John Fredrickson was willing to provide for a brush site for the 2020 year while the city continues to work on a site of its own.

Motion to Adjourn - A motion by Hopp, seconded by McCarthy, to adjourn at 6:25 p.m. Motion carried.



John A. Douville, Administrator/Clerk

**MINUTES
CITY OF COSMOS
REGULAR MEETING
February 6, 2020**

A regular meeting of the Cosmos City Council was called to order by Mayor Gary Martin at 5:00 p.m. on Thursday, February 6, 2020.

COUNCIL PRESENT: Council Members Tom McCarthy, Angelica Hopp and Jody Fruetel

COUNCIL ABSENT: Emily Van Hatten

ALSO PRESENT: John Douville, David Medina, Josh Halvorson and Jason Danielson, Deputy Sheriff

Adopt Agenda – A motion by McCarthy, seconded by Hopp, to adopt the Agenda. Motion carried

Adopt Consent Agenda – A motion by Fruetel, seconded by Hopp, to adopt the Consent Agenda. Motion carried.

- a. January 9, 2020 City Council Minutes
- b. 2019 YTD Revenue/Expenditures - Unaudited

VISITORS PRESENTATIONS

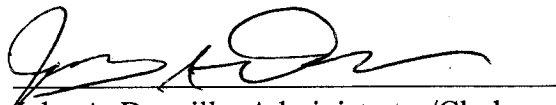
Bolton_Menk – Josh Halvorson was present to discuss the future street and utility projects. He provided overview of the project status, discussed the USDA RD Preliminary Engineering Report (PER), lift station repairs and the water tower was due for a review inside/outside inspection.

Meeker County Sheriff's Dept. – Jason Danielson, Meeker County Deputy, was present to discuss the January 2020 calls and a new contract was needed between the City and the Sheriff's office.

Meeker County Sheriff's Contract – A motion by Hopp, seconded by Fruetel, to approve a new two year contract with the Meeker County Sheriff's Office. Motion carried.

February 6, 2020 Bills List - A motion by Hopp, seconded by McCarthy, to approve the February 6, 2020 Bills list with check numbers from 14143-14189 for \$47,213.42. Motion carried.

Motion to Adjourn - A motion by Hopp, seconded by McCarthy, to adjourn at 5:40 p.m. Motion carried.


John A. Douville, Administrator/Clerk

**MINUTES
CITY OF COSMOS
REGULAR MEETING
January 9, 2020**

A regular meeting of the Cosmos City Council was called to order by Mayor Gary Martin at 5:00 p.m. on Thursday, January 9, 2020.

COUNCIL PRESENT: Council Members Tom McCarthy, Emily Van Hatten, Angelica Hopp and Jody Fruetel

ALSO PRESENT: John Douville, David Medina, Josh Halvorson and Jason Danielson, Deputy Sheriff

Adopt Agenda – A motion by Fruetel, seconded by McCarthy, to adopt the Agenda. Motion carried

Adopt Consent Agenda – A motion by Van Hatten, seconded by Hopp, to adopt the Consent Agenda. Motion carried.

- a. December 12, 2019 City Council Minutes

VISITORS PRESENTATIONS

ACGC – Nels Onstad, Superintendent for ACGC, was present to discuss school operations and current building projects. The fund balance is showing a positive \$450,000 surplus, bringing the school back to its preferred operating fund balance.

Baily Rettman, Regional Director of the learning center, was also present to discuss the construction at the Cosmos Learning Center. It is expected the Cosmos Learning Center construction will be completed by July 1, 2020.

Bolton-Menk – Josh Halvorson was present to discuss the future street and utility projects.

Meeker County Sheriff's Dept. – Jason Danielson, Meeker County Deputy, was present to discuss the 29 December incidents.

January 9, 2020 Bills List - A motion by Van Hatten, seconded by Fruetel, to approve the January 9, 2020 Bills list with check numbers from 14100-14142 for \$29,509.42. Motion carried.

Employee Evaluation Forms – A motion by Van Hatten, seconded by Fruetel, to approve a new employee evaluation form. Employees and City Council will complete the form for all city personnel. Motion carried.

Resolution 20_01 2020 Fees & Reimbursements - A motion by Van Hatten, seconded by Hopp, to approve Res. 20-01 Fees & Reimbursements. Motion carried.

February Council Meeting –A motion by Hopp, seconded by Fruetel, to move the February City Council meeting to Thursday February 6th at 5:00 p.m. Motion carried.

Motion to Adjourn - A motion by Hopp, seconded by Van Hatten, to adjourn at 6:40 p.m. Motion carried.

A handwritten signature in black ink, appearing to read 'John A. Douville', written over a horizontal line.

John A. Douville, Administrator/Clerk